



<b>Course</b>	MNGT 5000 Management	
<b>Term</b>	Summer 2008	
<b>Instructor</b>	Name: Carlton G. Philpot Phone: 816-5897-1265 (H) 913-682-6424, ext: 6424 Email: <a href="mailto:philpot@webster.edu">philpot@webster.edu</a> or carltonphilpot@sbcglobal.net	
<b>Catalog Description</b>	In this course, the student is introduced to the basic concepts of management and organizations. Primary emphasis is given to three primary functions: planning, organizing, and controlling. Additional topics include: organization theory, the global environment, ethics, and decision-making.	
<b>Prerequisites</b>	None	
<b>Course Level Learning Outcomes</b>	<b>Outcome</b>	<b>Expectation</b>
	1. Define, discuss, and recognize important terminology, facts, concepts, principles, analytic techniques, and theories used in managing organizations.	Ability to explain the important terminology, facts, concepts, principals, analytical techniques, and theories used in management and leadership.
	2. Apply appropriate terminology, facts, concepts, principles, analytic techniques, and theories used by managers when analyzing factual situations, such as case studies, involving management problems.	Effectively apply terminology, facts, concepts, principals, analytical techniques, and theories used in management and leadership when analyzing complex managerial situations.
	3. Develop solutions to management problems using appropriate terminologies, facts, concepts, principles, analytic techniques, and theories used in the study of management.	Effectively apply terminology, facts, concepts, principals, analytical techniques, and theories used in management and leadership when analyzing complex managerial situations.
	4. Discuss the relevance and application of the concepts, principles, and theories taught in this management course to contemporary events.	Understand the environment that creates favorable conditions to initiate entrepreneurial activity. Be able to demonstrate the ability to evaluate entrepreneurial opportunities

	<p>5. Identify and discuss the interrelationships among the concepts, principles, and theories used in the different areas of management taught in this course.</p> <p>6. Organize his or her thoughts regarding management issues and concepts and express them in clear and cogent prose in a paper.</p>	<p>Ability to articulate understanding of ethical conduct and apply it to management situations.</p> <p>Effectively integrate important facts, concepts, principles, and theories used in management and leadership when developing solutions to multifaceted problems in complex management situations in the submission of a paper.</p>
<b>Materials</b>	<ul style="list-style-type: none"> <li>Title: Organizational Behavior and Management, Authors: John M. Ivancevich, Robert Konopaske, &amp; Michael T. Matteson, Edition: 8<sup>th</sup>, ISBN#: 0073405086</li> <li>Students may download course graphics thru Webster Connections. Open <a href="http://www.webster.edu/kc">www.webster.edu/kc</a> Click on connections, enter username and password, drill down to My Courses and click on this class. You can access the graphic by clicking on files.</li> </ul>	
<b>Grading</b>	<p>Your course grade will be based on your scores on your examinations, papers, assignments, and your contributions to class discussions. These different components will be weighted as follows:</p> <p>Class Participation/Preparation:-----50pts  Mid-Term-----100pts  Final Exam-----100pts  Group Project-----200pts (Written: 100pts; Oral: 100pts)  <b>Total Points-----450pts</b></p> <p><b>Grading: A=450-405; B=404-360; C=359-315 F=314-Below</b></p> <p><b>The GRADUATE catalog provides these guidelines and grading options:</b></p> <ul style="list-style-type: none"> <li><b>A/A-</b> Superior graduate work</li> <li><b>B+/B/B-</b> Satisfactory graduate work</li> <li><b>C</b> Work that is barely adequate as graduate-level performance</li> <li><b>CR</b> Work that is performed as satisfactory graduate work (B- or better). A grade of "CR" is reserved for courses designated by a department, involving internships, a thesis, practicums, or specified courses.</li> <li><b>F</b> Work that is unsatisfactory</li> <li><b>I</b> Incomplete work</li> <li><b>ZF</b> An incomplete which was not completed within one year of the end of the course. ZF is treated the same as an F or NC for all cases involving G.P.A., academic warning, probation, and dismissal.</li> <li><b>IP</b> In progress</li> <li><b>NR</b> Not reported</li> <li><b>W</b> Withdrawn from the course</li> </ul>	
<b>Activities</b>	<p>The conduct of this course will include practical exercises, case studies, lectures, videos, and classroom discussions.</p>	

**Policy Statements:  
University Policies**

University policies are provided in the current course catalog and course schedules. They are also available on the university website. This class is governed by the university's published policies. The following policies are of particular interest:

**Academic Honesty**

The university is committed to high standards of academic honesty. Students will be held responsible for violations of these standards. Please refer to the university's academic honesty policies for a definition of academic dishonesty and potential disciplinary actions associated with it.

**Drops and Withdrawals**

Please be aware that, should you choose to drop or withdraw from this course, the date on which you notify the university of your decision will determine the amount of tuition refund you receive. Please refer to the university policies on drops and withdrawals (published elsewhere) to find out what the deadlines are for dropping a course with a full refund and for withdrawing from a course with a partial refund.

**Special Services**

If you have registered as a student with a documented disability and are entitled to classroom or testing accommodations, please inform the instructor at the beginning of the course of the accommodations you will require in this class so that these can be provided.

**Disturbances**

Since every student is entitled to full participation in class without interruption, disruption of class by inconsiderate behavior is not acceptable. Students are expected to treat the instructor and other students with dignity and respect, especially in cases where a diversity of opinion arises. Students who engage in disruptive behavior are subject to disciplinary action, including removal from the course.

**Student Assignments Retained**

From time to time, student assignments or projects will be retained by The Department for the purpose of academic assessment. In every case, should the assignment or project be shared outside the academic Department, the student's name and all identifying information about that student will be redacted from the assignment or project.

**Contact Hours for this Course:**

It is essential that all classes meet for the full instructional time as scheduled. A class cannot be shortened in length. If a class session is cancelled for any reason, it must be rescheduled.

**Course Policies**

All students are expected to intellectually engage in the study of management and leadership.

**Weekly Schedule**

The schedule below presents an approximate expectation of course progress. The instructor reserves the right to add, delete, or modify any weeks of this schedule. Any changes will be announced in class. All assignments must be completed in typewritten format.

Session	Topic and Chapter	Assignment
1	Chap 1 and 2	Read ;Groups Assigned
2	Chap 3 and 4	Read ; Grp Project Approved
3	Chap 5, 6 and 7	Read
4	Chap 8 and 9	Read; Mid term exam
5	Chap 10 and 11	Read; Submit Project to Instr.
6	Chap 12 and 13	Read;
7	Chap 14 and 15	Read;
8	Chap 16 and 17	Read Present Group Projects
9	Chap 19	Read; Final exam

**Additional Information**

**Group Project Information:**

1. Class will be divided into groups during Session One.
2. Project Details:
  - a. **Task:** Compare and Contrast an animal group with human traits/behavior in the workplace by applying a combination of at least ten OB, Leadership, and Management Concepts/Terms.
  - b. Instructor approval of selected Animal Group, Session Two.
  - c. **Products:**
    - (1) Written: 2-3 page outline/discussion paper. Format/details provided Session One).
    - (2) Oral PPT presentations, 20-25 minutes, start Session Eight, Finish Session Nine if
  - d. **Project Manageability:** The concern here is that your selection is not too broad or too narrow. Too broad will result in a lack of direction and focus for research and to narrow will result in minimal materials from which to draw a conclusion.
  - e. **Availability of Resources:** No topic is worthwhile and manageable if research materials are not available. Excluding textbook, a minimum of five references expected with at least two being from professional journals/sources. Use APA format to document references.
  - d. **Thesis:** Groups may elect to formulate your project as a question, a hypothesis, or an assertion of a possible conclusion. Your research will either answer the question or test the hypothesis. **Do not produce just an information project that restates the body of knowledge.** It is expected that groups will provide not only conclusions and recommendations of researched authors and existing materials, but to provide their own opinions, recommendations and conclusions.
  - f. These and additional instructions and guidelines are in no way intended to limit a group's creativity/ingenuity in presenting their topic, as long as the effort does not distract from the dignity and academic value of the subject matter.
  - g. **Grading Criteria:** Provided Session One.

Topics must be selected and approved at Session Two. *All topics require instructor approval.*

Proposed Topic \_\_\_\_\_

*Approved:* \_\_\_\_\_ *Date:* \_\_\_\_\_

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