NEW COURSE PROPOSAL

PROGRAM AREA ___BUSINESS & ECONOMICS_____

1. **Catalog Description of the Course.** *[Include the course prefix, number, full title, and units. Provide a course narrative including prerequisites and corequisites. If any of the following apply, include in the description: Repeatability (May be repeated to a maximum of ___ units); time distribution (Lecture ___ hours, laboratory ___ hours); non-traditional grading system (Graded CR/NC, ABC/NC). Follow accepted catalog format.]*

    BUS 510 HIGH PERFORMANCE MANAGEMENT (3)
    Three hours seminar per week
    Co-Requisites: BUS 520

    Develops the managerial skills that affect individual and group performance in organizations. Topics include managerial communication, team-building, negotiation, conflict resolution, and intercultural management.

2. **Mode of Instruction.**

	Units	Hours per Unit	Benchmark Enrollment
Lecture	_____	_____	_____
Seminar	3	1	25
Laboratory	_____	_____	_____
Activity	_____	_____	_____

3. **Justification and Learning Objectives for the Course.** (Indicate whether required or elective, and whether it meets University Writing, and/or Language requirements) *[Use as much space as necessary]*

    This required course in the MBA curriculum will develop the managerial skills that affect individual and group performance in organizations. A skills-based approach to management education is essential to prepare the 21st century MBA graduate for success in the global marketplace. A manager requires a range of well-developed skills demonstrated under conditions of change, complexity, uncertainty, and time-pressure. Furthermore, it has been well documented that successful managers need to be well - trained in the area of communication, team-building, diversity management, and intercultural management. This is the first core course in the MBA curriculum and is offered under a learning community/cohort model.

    Learning Objectives
    Students who successfully complete this course will be able to:
    - Clearly communicate orally and in written form, their views concerning business issues
    - Demonstrate group leadership skills in leading teams and analysis of business issues
    - Write analytical reports that summarize complex business issues
    - Verbally present succinct summaries of recommendations to address ambiguous business and organizational situations

4. **Is this a General Education Course**   **YES**   NO
    If Yes, indicate GE category:

A (English Language, Communication, Critical Thinking)	
B (Mathematics & Sciences)	
C (Fine Arts, Literature, Languages & Cultures)	
D (Social Perspectives)	
E (Human Psychological and Physiological Perspectives)	

5. **Course Content in Outline Form.** *[Be as brief as possible, but use as much space as necessary]*

    1. Organizational & Communication Technologies
    2. Presentation Skills
    3. Written Communication
    4. Managerial Communication
    5. Productivity Tools
    6. Diagnosing Communication Problems
    7. Creating Change
    8. Goal Setting
    9. Priority Setting / Time Management
    10. Negotiation, Persuasion, and Conflict Resolution
    11. Teamwork / Group Dynamics
    12. Diversity Management
    13. Employment Issues
    14. Human Resource Management
    15. Planning and Managing Organizational Effectiveness
    16. Group Support Systems

6. **References.** *[Provide 3 - 5 references on which this course is based and/or support it.]*
    Adler, N. and S. Bartholomew. Managing Globally Competent People. Academy of Management Executive. 1992. 52-65.
    Argyris, C. Teaching Smart People How to Learn. Harvard Business Review. May-June 1991. 99-109
    Bigelow, J. Management Skill Teachers Speak Out. Journal of Management Education. August 1996. 298-318.
    David A. Whetten, Kim S. Cameron, Developing Management Skills, 5th edition, 2002. Prentice Hall.
    Glenn M. Parker Cross- Functional Teams : Working with Allies, Enemies, and Other Strangers, December 2002, Jossey-Bass
    Jon L. Pierce, John W. Newstrom, Managers' Bookshelf, The: A Mosaic of Contemporary Views, 6th edition, 2002. Prentice
Hall.
    James S. O'Rourke, Management Communication, 2nd edition, 2004. Prentice Hall
    Kotter, J. The General Managers. New York, Free Press. 1982.
    Lewis, C. Garcia, J, and S. Jobs. Managerial Skills in Organizations. Boston, MA, 1990.
    Mealiea, L. Skills for Managers in Organizations. Boston, MA, Irwin, 1994.
    Munter, M, Guide to Managerial Communication, 6th edition, 2003.Prentice Hall
    Porter, L., and McKibbin, L. Management Education and Development: Drift or Thrust into the 21st Century? McGraw-Hill, 1988.
    Quinn, R., Faerman, S. Thompson, M, and G. McGrath. Becoming a Master Manager: A Competency Framework. 3rd, ed. John Wiley, 2002.
    Stephen Robbins and Phillip Hunsaker, Training in Interperson Skills & Organization, 3rd ed. 2003, Prentice Hall.

7. **List Faculty Qualified to Teach This Course.**
    Dr. William Cordeiro
    Dr. CB Claiborne
    Business Faculty

8. **Frequency.**
    a. Projected semesters to be offered: Fall __1___   Spring __1___   Summer _____

9. **New Resources Required.**
    a. Computer (data processing), audio visual, broadcasting needs, other equipment
    b. Library needs
    c. Facility/space needs
    None

10. **Consultation.**
    Attach consultation sheet from all program areas, Library, and others (if necessary)

11. If this new course will alter any degree, credential, certificate, or minor in your program, attach a program modification.

_William Cordeiro_____October 27, 2003_____
Proposer of Course   Date
NEWCRSFR 9/30/02