

Courses must be submitted by October 15, 2010, and finalized by the end of the fall semester to make the next catalog (2011-12) production

PROGRAM AREA(S): BUS

Directions: All of sections of this form must be completed for course modifications. Use **YELLOWED** areas to enter data. All documents are stand alone sources of course information.

[Follow accepted catalog format.] (Add additional prefixes if cross-listed)

NEW

Prefix BUS Course# 510 Title **HIGH PERFORMANCE
MANAGEMENT** Units (3)
 hours lecture per week
 3 hours SEMINAR per week

Prerequisites: ☐ Consent of Instructor Required for Enrollment
X Corequisites: BUS 520

1
Catalog Description (Do not use any symbols):

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

General Education	Graded	Repeatable for up to <input type="text"/> units
Categories <input type="text"/>	CR/NC	
<input type="text"/> Lab Fee Requested	X A - F	Total Completions <input type="text"/>
Course Level:	<input type="text"/>	<input type="text"/> Multiple Enrollment in same semester
<input type="text"/> Undergraduate	Optional (Student's choice)	
<input type="text"/> Post-bac/Credential		
X Graduate		

Hegis Code(s)_____ (Provided by the Dean)

Proposed

	Units	Hours Per Unit	Benchmark Enrollment	Graded		Units	Hours Per Unit	Benchmark Enrollment	Graded	CS No. (filled out by Dean)
Lecture		<u>1</u>			Lecture		<u>1</u>			
Seminar	<u>3</u>	<u>1</u>	<u>30</u>	X	Seminar	<u>3</u>	<u>1</u>	<u>25</u>	X	
Lab		<u>3</u>			Lab		<u>3</u>			
Activity		<u>2</u>			Activity		<u>2</u>			
Field Studies					Field Studies					
Indep Study					Indep Study					
Other blank					Other blank					

3. Course Attributes:

General Education Categories: All courses with GE category notations (including deletions) must be submitted to the GE website: <http://summit.csuci.edu/geapproval>. Upon completion, the GE Committee will forward your documents to the Curriculum Committee for further processing.

A (English Language, Communication, Critical Thinking)

- A-1 Oral Communication
- A-2 English Writing
- A-3 Critical Thinking

B (Mathematics, Sciences & Technology)

- B-1 Physical Sciences
- B-2 Life Sciences – Biology
- B-3 Mathematics – Mathematics and Applications
- B-4 Computers and Information Technology

C (Fine Arts, Literature, Languages & Cultures)

- C-1 Art
- C-2 Literature Courses
- C-3a Language
- C-3b Multicultural

D (Social Perspectives)

E (Human Psychological and Physiological Perspectives)

UDIGE/INTD Interdisciplinary

Meets University Writing Requirement

Meets University Language Requirement

American Institutions, Title V Section 40404: Government US Constitution US History
Refer to website, Exec Order 405, for more information: <http://senate.csuci.edu/comm/curriculum/resources.htm>

Service Learning Course (Approval from the Center for Community Engagement must be received before you can request this course attribute).

4. Justification and Requirements for the Course. *[Make a brief statement to justify the need for the course]*

OLD

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.

X Requirement for the Major/Minor

Elective for the Major/Minor

Free Elective

NEW

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.

X Requirement for the Major/Minor

Elective for the Major/Minor

Free Elective

Submit Program Modification if this course changes your program.

5. Student Learning Outcomes. (List in numerical order. You may wish to visit resource information at the following website: <http://senate.csuci.edu/comm/curriculum/resources.htm>)

Upon completion of the course, the student will be able to:

OLD

1. Clearly communicate orally and in written form,

Upon completion of the course, the student will be able to:*

NEW

1. Communicate orally and in written form, their views

- their views concerning business issues
2. Demonstrate group leadership skills in leading teams and analysis of business issues
3. Write analytical reports that summarize complex business issues
4. Verbally present succinct summaries of recommendations to address ambiguous business and organizational situations

- concerning business issues(1,5)
2. Demonstrate group leadership skills in leading teams and analysis of business issues(1,2,6)
3. Write analytical reports that summarize complex business issues (1,2,4)
4. Orally present succinct summaries of recommendations to address ambiguous business and organizational situations (1,2)

*Program Learning Goals: 1) Demonstrate high proficiency in critical thinking, oral and written communication, personal ethical conduct and collaboration skills. 2) Demonstrate orally and in writing analytical and integrative skills in making business decisions. 3) Demonstrate an understanding of the global operating environment of business. 4) Produce written innovative and integrative business plans, including plans that adapt to uncertain and unpredictable environments. 5) Demonstrate an understanding of relevant disciplines. 6) Demonstrate leadership skills in a variety of situations and settings

6. Course Content in Outline Form. (Be as brief as possible, but use as much space as necessary)

OLD

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

Group Support Systems

NEW

1. Organizational & Communication Technologies
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3. Written Communication
4. Managerial Communication
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9. Priority Setting / Time Management
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11. Teamwork / Group Dynamics
12. Diversity Management
13. Employment Issues
14. Human Resource Management
15. Planning and Managing Organizational Effectiveness

Group Support Systems

Does this course content overlap with a course offered in your academic program? Yes ☐ No ☒ X

If YES, what course(s) and provide a justification of the overlap.

Does this course content overlap a course offered in another academic area? Yes ☐ No ☒ X

If YES, what course(s) and provide a justification of the overlap.

Overlapping courses require Chairs' signatures.

7. Cross-listed Courses (Please note each prefix in item No. 1)

- A. List cross-listed courses (Signature of Academic Chair(s) of the other academic area(s) is required).
- B. List each cross-listed prefix for the course:
- C. Program responsible for staffing:

8. References. [Provide 3-5 references]

OLD

- 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.

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9. Tenure Track Faculty qualified to teach this course.

Dr. William Cordeiro
 Business Faculty

10. Requested Effective Date or First Semester offered:

11. New Resource Requested: Yes No X If YES, list the resources needed.

A. Computer Needs (data processing, audio visual, broadcasting, other equipment, etc.)

B. Library Needs (streaming media, video hosting, databases, exhibit space, etc.)

C. Facility/Space/Transportation Needs:

D. Lab Fee Requested: Yes No (Refer to the Dean's Office for additional processing)

E. Other.

12. Indicate Changes and Justification for Each. [Check all that apply and follow with justification. Be as brief as possible but, use as much space as necessary.]

Course title

Prefix/suffix

Course number

Units

Staffing formula and enrollment limits

Prerequisites/Corequisites

Catalog description

Mode of Instruction

Course Content

X Course Learning Outcomes

References

GE

Other

Reactivate Course

Justification:

Updated Student Learning Objectives (SLO) and aligns SLO with Program Learning Goals (PLG)

13. Will this course modification alter any degree, credential, certificate, or minor in your program? Yes ☐ No ☒

If, YES attach a program update or program modification form for all programs affected.

Priority deadline for New Minors and Programs: **October 4, 2010** of preceding year.

Priority deadline for Course Proposals and Modifications: **October 15, 2010**.

Last day to submit forms to be considered during the current academic year: **April 15th**.

William Cordeiro

☐

Proposer(s) of Course Modification

Date

Type in name. Signatures will be collected after Curriculum approval.

Approval Sheet

Course:

If your course has a General Education Component or involves Center affiliation, the Center will also sign off during the approval process.

Multiple Chair fields are available for cross-listed courses.

Program Chair		
	Signature	Date
Program Chair		
	Signature	Date
Program Chair		
	Signature	Date
General Education Chair		
	Signature	Date
Center for Intl Affairs Director		
	Signature	Date
Center for Integrative Studies Director		
	Signature	Date
Center for Multicultural Engagement Director		
	Signature	Date
Center for Civic Engagement and Service Learning Director		
	Signature	Date
Curriculum Chair		
	Signature	Date
Dean of Faculty		
	Signature	Date