

**MGT 380.05 Principles of Management
Fall, 2007 – SHB 128**

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Office Hours: 11:00 – 12:00 MW & by appt

Text

- Management, Daft, R. (2008). Thomson South-Western : Mason OH.

Course Description

- This class exposes students to the major roles and functions of a supervisor and/or manager. Those roles include planning, organizing, leading, and controlling among others.
- This course constructs the foundation all other management courses build on. The theories presented in this course will help students in understanding human behavior in organizations and assist them in dealing with the unclear situations that arise in the workplace. This course will culminate in a paper that will integrate many of the concepts learned in class and require application of those concepts using a case study methodology.

Course Objectives

- To help students understand the forces that managers deal with on a daily basis and how to most effectively deal with those forces. The content covered in this course is intended to provide a “toolkit” of theories, ideas, and self-analysis tools that help the student develop and solidify their understanding of effective management and supervision.
- To build and refine several skills essential in an increasingly competitive and dynamic global business environment. These skills include teamwork, oral presentation, written communication, research, and critical/creative thinking skills.

Grading

Participation/Exercises	Points	
• Cases – (1 in-class – 50 points, 1 take-home – 100 points)	150	
• Final project	100	250
Quizzes		
15 quizzes @ 10 points each	150	150
Exams		
• Exam # 1	100	
• Exam # 2	100	
• Exam # 3	100	
• Exam # 4	100	
• Exam # 5	100	
• Exam # 6 (optional final)	100	500
Total Course Points		900

Points:
You need the following points to earn a grade of:
A = 810
B = 720
C = 630
D = 540
F = Below 540

Notes

- The instructor reserves the right to change the syllabus/schedule according to the needs of the class and/or at his discretion.
- The final exam can be used to replace the lowest exam score and is optional.

Administrative Information

- **Student Absences on Religious Holy Days Policy:** Section 51.911(b) of the Texas Education Code requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence. University policy 861001 provides the procedures to be followed by the student and instructor. A student desiring to absent himself/herself from a scheduled class in order to observe (a) religious holy day(s) shall present to each instructor involved a written statement concerning the religious holy day(s). This request must be made in the first fifteen days of the semester or the first seven days of a summer session in which the absence(s) will occur. The instructor will complete a form notifying the student of a reasonable timeframe in which the missed assignments and/or examinations are to be completed.

- **Withdrawals:** It is the responsibility of the student to know important dates such as University drop dates. Moreover, it is the responsibility of the student to officially withdraw from any class that he or she intends to drop.
- **Disabled Student Policy:** It is the policy of Sam Houston State University that no otherwise qualified disabled individual shall, solely by reason of his/her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any academic or Student Life program or activity. Disabled students may request help with academically related problems stemming from individual disabilities from their instructors, school/department chair, or by contacting the Chair of the Committee for Continuing Assistance for Disabled Students and Director of the Counseling Center, Lee Drain Annex, or by calling (936) 294-1720.
- **Cheating:** Cheating will not be tolerated. Punishment for those caught cheating will be an "F" in the course. The person will also be subject to further sanctions as indicated in the student code of conduct.

MGT 380 Topical Agenda – Summer II 2007			
Date	Topic	Assignment	
August	20	Intro/Admin, Sentence & Climber Articles	Read Chapter 1
	22	Chapter 1, Management Overview, peanuts	Read Chapter 2
	27	Chapter 2, History of Management	Read Chapter 17
	29	Chapter 17, Communication	Read the case
September	3	Labor Day Holiday – No Class	Read Chapter 11
	5	Chapter 11, Innovation and Change	
	10	In-Class Case – Change or Die	Study !!!
	12	Exam # 1	Read Chapter 3
	17	Chapter 3, Corporate Culture	Read Chapter 4
	19	Chapter 4, Global Environment	Read Chapter 5
	24	Chapter 5, Ethics	Read Chapter 6
	26	Chapter 6, Entrepreneurship	Study !!!
October	1	Exam # 2	Read Chapter 7
	3	Chapter 7, Planning & Goal Setting	Read Chapter 8
	8	Chapter 8, Strategic Formulation	Read Chapter 9
	10	Chapter 9, Decision Making	Study !!!
	15	Exam # 3	Read Chapter 10
	17	Chapter 10, Organizational Structure	Read Chapter 12
	22	Chapter 12, Human Resources	Read Chapter 13
	24	Chapter 13, Diversity	Study !!!
	29	Exam # 4	
31	Independent Study #1	Read Chapter 14	
November	5	Chapter 14, Organizational Behavior	Take-Home Case Due (Betty Wong), Read Chapter 15
	7	Chapter 15, Leadership	Read Chapter 16
	12	Chapter 16, Motivation	Read Chapter 18
	14	Chapter 18, Teamwork	Study !!!
	19	Exam # 5	
	21	Thanksgiving Holiday – No Class	
	26	Independent Study #2	Read Chapter 19
28	Chapter 19, Quality	Final Project Due (Psychopath), Read Chapter 20	
December	3	Chapter 20, IT & e-business	Read Chapter 21
	5	Chapter 21, Operations Management	Study !!!
	12	Exam # 6 (Optional Final – Comprehensive) ***** 8:00 – 10:00 a.m. *****	