



Bachelor of Science in Business - Management Minor

If you want a career in business management, or you'd like to further the career you have, consider this degree program. It provides in-depth training with courses that cover e-business, the development of an educated workforce, and more.

Minor Requirements – 15 credits

Minor Course Descriptions

Required courses:

COM 423 Group Dynamics: Teambuilding, Negotiation, and Conflict Management

This course examines effective vs. ineffective functioning of groups and teams and how leaders emerge. Conceptually and through simulated (role-playing) activities, brainstorming, group problem solving and decision-making, negotiating, and “no-lose” conflict resolution are explored.

HRM 335 Human Resources Management

This course provides a general overview of key employment practices necessary to effectively manage human resources within an organization. The major human resource functions of planning, recruiting, selecting, training, and appraising will be emphasized. Other topics will include company policies and procedures, federal and state regulation compliance, rights and responsibilities of employers and employees, and trends of the next decade.

Select three of the following seven courses:

HRM 460 Labor/Management Relations*

The historical, current, and legal analysis of labor relations in the United States and its impact on an organization's ability to compete in the marketplace, to develop and maintain a successful workforce, and to comply with the various statutory and common law regulations governing labor/management relations are discussed in this course. Major topics include growth/trends in the labor markets, collective bargaining, impact of the labor relations on the organization's strategies, analysis of federal labor laws, NLRA certification process, methods employed by management to avoid unions, methods employed by unions to represent bargaining units, and strikes and lockouts.

*Prerequisite: HRM 335

MGT 429 Digital Business Strategies and Applications

Organizations increasingly rely on computer-based electronic communication systems and applications software to satisfy customers' requirements for goods and services and to achieve business operational and financial objectives. This course examines digital business strategies and applications from a non-technical perspective to acquaint students with the systems, methods, challenges, benefits, and risks of the digital business environment. Emphasis is placed on managing digital business systems to create value and competitive advantage in the marketplace.

MGT 445 Corporate Training and Development*

Corporate training and development is an essential component of the dynamic business environment today. Organizational leaders need to be able to train and develop their employees efficiently and effectively, using a variety of training methods. The globalization of the workforce today mandates that an organization's training department be well-versed in training technologies. This course explores corporate training and development best practices, methodologies, and technologies. Major topics include: defining training and development in the context of the organizational environment; developing a training department within the corporate structure; analyzing, designing, and developing training programs that directly impact the achievement of corporate goals; monitoring, controlling and evaluating training and development programs and technologies; and planning for the next generation of corporate training and development.

*Prerequisite: MGT 340

MGT 452 Managerial Communication

Communicating is a routine activity for employees, managers, and organizations. But surprisingly, much of that communication is ineffective and unproductive—even counterproductive—frequently delivering inaccurate messages and resulting in unintended consequences. This course addresses the underlying theoretical basis of communication and examines the key concepts and processes that contribute to effective managerial and organizational communication. In addition, students engage in hands-on exercises and activities designed to improve writing, speaking, and presentation skills and to promote professionalism in the use of these capabilities.



Bachelor of Science in Business - Management Minor

MGT 461 Project Management

In the complex business world of the 21st century, organizations need to accomplish many objectives that do not fit a "business as usual" template and align with straightforward functional organizational structures. Project management provides a management mechanism for establishing authority, assigning responsibility, and allocating resources for achieving such objectives. As an established discipline, project management concerns itself with a project's task hierarchy, schedule requirements, budget adherence, and performance measurement.

MGT 463 Management of Small Business

This course enables students to explore topics and issues unique to the small business environment. Activities focus on the business planning process, with students completing a formal business plan. Some of the topics include ownership forms, management styles, cash flow/working capital, financing, product/service selection, marketing, accounting/ inventory control, technology, and managerial policies and procedures.

MGT 466 Organizational Change*

In today's fast-moving, global environment, organizational change is a vital skill for every organizational leader. If done well, organizational change allows the corporation to respond effectively to the fluctuating external marketplace while positively impacting its ability to create or sustain competitive advantage. Therefore, it is important that organizational leaders learn to assess the current internal environment in relation to the external environment, identify needed changes, understand the impact of the proposed change on the internal environment, and then plan, manage and deploy the change throughout the organization. This course focuses on the need to change, the impact of change on organizational systems and employees, and how to appropriately plan and implement the change.

*Prerequisite: MGT 340