Management Principles
Mgt 3370 503
Spring 2024

Professor:  Dr. Robert A. Culpepper
Office:  Room 403p McGee Business Bldg.
Office Hours:  In Person:  T 8:50-9:30, 10:45-11:00, 12:00-12:30, 1:45-3:20; Th 8:50-9:30, 10:45-11:00, 12:12:30; 1:45-3:20  Online W 10:30-11:30, 2:00-5:00
Class Hours:  MGT 3377-001: T Th 9:30-10:45; MGT 3377-002: T Th 12:30-1:45; MGT 3370 504: TBA
Phone:  468-1531 Office
email:  rculpepper@sfasu.edu

Bulletin Course Description

Management philosophy, functions of management and behavioral approaches to management, including the impact of demographic diversity on organizations. Presentation of management as a discipline and a process.

Prerequisites

Junior Standing

Course Content

Intro to Management Functions  Decision-Making
History of Management Theory  Groups, Teams, and Diversity
Motivation  The Global Environment
Organization Culture & Change  Leadership
Corporate Culture  Communication
Ethics  Human Resource Management


This course requires that you have, at a minimum, the ebook for students, which is available to rent monthly or by semester, at a very reasonable rate. The ebook comes with McGraw Hill Connect, that will be used for assignments.

Important: There is a link under Content / Quizzes and Assignments in D2L for the course that will take you to McGraw Hill’s web page for the text, which has purchase options listed there, along with relevant links. If you link to the McGraw Hill website in this way, you should get a much cheaper price for the text than if you come directly onto their website without using the D2L link.

Participation and attendance
Performance on quizzes and other assignments comprises the Participation component of the course grade. Attendance, given this online format, will not be taken per se, but the successful completion of quizzes and assignments will serve as an indicator of class engagement.

**Students’ Responsibility and Time Requirements**

It is important to note that missed quizzes cannot be made up. Assignments and class-related readings should average around six to nine hours of work per week.

**Missing an exam**

With prior notification of absence and a *serious and verifiable reason*, a missed exam will be substituted for by taking the average of the other two exam grades and substituting that for the missed exam. The lack of advance notice for missing an exam and/or insufficient justification (determined by the professor) will result in a grade of zero for that exam. One exception to this policy is athletes; they should see the professor to work out a test alternative.

**COURSE REQUIREMENTS**

**Assignments**

Starting with Chapter 4, there will be an assignment related to each text chapter. The assignment will be available Monday of each week and due on Friday. See D2L for exact times and dates. Assignments will count on an all-or-nothing basis – if it is completed you will get full credit. These assignments will count in the Participation part of the grade.

**Quizzes**

There will be a quiz on each text chapter, typically due on Friday of a given week. See D2L for exact dates. Quiz grades will be included in the Participation part of the course grade.

**Exams**

Three exams will be given. They will consist primarily of computer-scored objective questions, in multiple-choice and/or True-False format. Test questions will generally address material from the text and may include lecture as well.

**Grading**

The relative weighting of exams is as follows:

<table>
<thead>
<tr>
<th>Exam</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam 1</td>
<td>100</td>
</tr>
<tr>
<td>Exam 2</td>
<td>100</td>
</tr>
<tr>
<td>Exam 3</td>
<td>100</td>
</tr>
<tr>
<td>Class Participation (quizzes, etc.)</td>
<td>150</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>450</strong></td>
</tr>
</tbody>
</table>

Grades are assigned as follows:
A  90-100% of total possible points  
B  80-89  
C  70-79  
D  60-69  
F  59 or below  

The formula for computing overall grades at the end of the course is fairly simple: 
Exam 1 + Exam 2 + Exam 3 + Participation *1.5)/ 4.5  

Note: for the purposes of calculation, attendance and final exam components are based on 100% being the best score, even though they do not equal 100 points in terms of weight - for e.g., an “A” on the Participation part of the grade might equal .95, which would then be multiplied times a weight of 1.5, an A on Exam 2 might also equal .95, which would then get a weight of 1.0).
### Mgt 370 - Course Schedule

*Chapter quizzes are on Fridays of each week*

<table>
<thead>
<tr>
<th>Week</th>
<th>Jan 18-19</th>
<th>Course Introduction</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>22-26</td>
<td>What is Management  Ch. 1</td>
</tr>
<tr>
<td></td>
<td>23-27</td>
<td>Management Theory Ch. 2</td>
</tr>
<tr>
<td>FEB</td>
<td>30-3</td>
<td>Ethics Ch. 3</td>
</tr>
<tr>
<td></td>
<td>6-10</td>
<td>Global Management Ch. 4</td>
</tr>
<tr>
<td></td>
<td>13-17</td>
<td>EXAM 1 on Feb. 17th</td>
</tr>
<tr>
<td></td>
<td>20-24</td>
<td>Strategic Management Ch. 6</td>
</tr>
<tr>
<td>MAR</td>
<td>27-3</td>
<td>Individual and Group Decision-Making Ch. 7</td>
</tr>
<tr>
<td></td>
<td>6-10</td>
<td>SPRING BREAK</td>
</tr>
<tr>
<td></td>
<td>13-17</td>
<td>Culture and Structure Ch. 8</td>
</tr>
<tr>
<td></td>
<td>20-24</td>
<td>Individual Differences Ch. 11</td>
</tr>
<tr>
<td></td>
<td>27-31</td>
<td>EASTER HOLIDAY Mar 28-29</td>
</tr>
<tr>
<td>APR</td>
<td>3-7</td>
<td>EXAM 2 on Mar. 30th</td>
</tr>
<tr>
<td></td>
<td>10-14</td>
<td>Motivation Ch. 12 QUIZ – Wed. Apr 5th</td>
</tr>
<tr>
<td></td>
<td>17-21</td>
<td>Groups and Teams Ch. 13</td>
</tr>
<tr>
<td></td>
<td>24-28</td>
<td>Power and Leadership Ch. 14</td>
</tr>
<tr>
<td>MAY</td>
<td>2</td>
<td>Communication Ch. 15</td>
</tr>
<tr>
<td></td>
<td>9</td>
<td>EXAM 3 (Finals week)</td>
</tr>
</tbody>
</table>
**Student Learning Outcomes**

The BBA degree has four distinct learning goals, all of which are included in this course:

1. *Critical Thinking.* Our graduates will be able to use critical thinking skills to make business decisions informed by data analysis and quantitative methods.
2. *Communication Skills.* Our graduates will have effective business writing, speaking, and interpersonal communication skills for team and leadership contexts.
3. *Ethical Responsibility.* Our graduates will be able to explore and analyze ethical duties and dilemmas inherent in a diverse and global business environment.
4. *Business Acumen.* Our graduates will be able to apply key business concepts from across the business foundation curriculum.

**Course Objectives**

Upon course completion, the student should be able to:

1. Describe the basic management functions (planning, leading, organizing, & controlling) and the decision-making processes in each of these areas.
2. Understand the importance of diversity and organizational culture in a dynamic and global environment.
3. Understand the importance of ethical decision making and social responsibility.
4. Understand the importance and value of planning as it relates to organizational outcomes.
5. Understand the manager’s role in motivation, leadership, communication, and teamwork.

**Program Learning Outcomes**

Program learning outcomes define the knowledge, skills, and abilities that students should be able to demonstrate upon completion of a curriculum. These learning outcomes are regularly assessed to determine student learning and to evaluate overall program effectiveness. You may access the program learning outcomes for your major and particular courses at [http://www.sfasu.edu/cob/ug-plo.asp](http://www.sfasu.edu/cob/ug-plo.asp).
University and College of Business Policies

Academic Integrity (4.1)

The Code of Student Conduct and Academic Integrity outlines the prohibited conduct by any student enrolled in a course at SFA. It is the responsibility of all members of all faculty, staff, and students to adhere to and uphold this policy.

Articles IV, VI, and VII of the new Code of Student Conduct and Academic Integrity outline the violations and procedures concerning academic conduct, including cheating, plagiarism, collusion, and misrepresentation. Cheating includes, but is not limited to: (1) Copying from the test paper (or other assignment) of another student, (2) Possession and/or use during a test of materials that are not authorized by the person giving the test, (3) Using, obtaining, or attempting to obtain by any means the whole or any part of a non-administered test, test key, homework solution, or computer program, or using a test that has been administered in prior classes or semesters without permission of the Faculty member, (4) Substituting for another person, or permitting another person to substitute for one’s self, to take a test, (5) Falsifying research data, laboratory reports, and/or other records or academic work offered for credit, (6) Using any sort of unauthorized resources or technology in completion of educational activities.

Plagiarism is the appropriation of material that is attributable in whole or in part to another source or the use of one’s own previous work in another context without citing that it was used previously, without any indication of the original source, including words, ideas, illustrations, structure, computer code, and other expression or media, and presenting that material as one’s own academic work being offered for credit or in conjunction with a program course or degree requirements.

Collusion is the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any provision of the rules on academic dishonesty, including disclosing and/or distributing the contents of an exam.

Misrepresentation is providing false grades or résumés; providing false or misleading information in an effort to receive a postponement or an extension on a test, quiz, or other assignment for the purpose of obtaining an academic or financial benefit for oneself or another individual or to injure another student academically or financially.

Withheld Grades Semester Grades Policy (5.5)

Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the coursework because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in
future terms the WH will automatically become an F and will be counted as a repeated course to compute the grade point average. For additional information, go to https://www.sfasu.edu/policies/course-grades-5.5.pdf.

Students with Disabilities

To obtain disability-related accommodations, alternate formats, and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services promptly may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/.

Student Conduct (University Policy 10.4)

Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program (see the full Student Conduct Code at http://www.sfasu.edu/policies/student-conduct-code.pdf )Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic, or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/ inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the iCare Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.

University Resources

Academic Assistance Resource Center (AARC) Tutoring Services
The AARC is an award-winning program that provides free peer tutoring for many entry-level courses. Some services provided by the AARC that you may find of benefit include online resources (including the Online Writing Lab [OWL]), on-call tutoring at walk-in tables, 1:1 appointments, student instructor groups, and learning teams. For additional information, go to http://sfasu.edu/aarc.

Student Wellness and Well-Being

SFA values students’ overall well-being, mental health and the role it plays in academic and overall student success. Students may experience stressors that can impact both their academic experience and their personal well-being. These may include academic pressure and challenges associated with relationships, emotional well-being, alcohol and other drugs, identities, finances, etc.
If you are experiencing concerns, seeking help, SFA provides a variety of resources to support students’ mental health and wellness. Many of these resources are free, and all of them are confidential.

**On-campus Resources:**

The Dean of Students Office (Rusk Building, 3rd floor lobby)
www.sfasu.edu/deanofstudents
936.468.7249
dos@sfasu.edu

SFA Human Services Counseling Clinic Human Services, Room 202
www.sfasu.edu/humanservices/139.asp
936.468.1041

The Health and Wellness Hub “The Hub”

Location: corner of E. College and Raguet St.

To support the health and well-being of every Lumberjack, the Health and Wellness Hub offers comprehensive services that treat the whole person – mind, body and spirit. Services include:

- Health Services
- Counseling Services
- Student Outreach and Support
- Food Pantry
- Wellness Coaching
- Alcohol and Other Drug Education

www.sfasu.edu/thehub
936.468.4008
thehub@sfasu.edu

**Crisis Resources:**

- Burke 24-hour crisis line: 1.800.392.8343
- National Suicide Crisis Prevention: 9-8-8
- Suicide Prevention Lifeline: 1.800.273.TALK (8255)
- johCrisis Text Line: Text HELLO to 741-741

**Technical Support**

Brightspace by D2L Support: https://www.sfactl.com/student-support; d2l@sfasu.edu;
936.468.1919
Technical Support Center/Help Desk: https://help.sfasu.edu; helpdesk@sfasu.edu; 936.468.4357