Management Principles  
Mgt 3370 501  
Summer 2024

Professor: Dr. Robert A. Culpepper  
Office: Room 403p McGee Business Bldg.  
Hours: W 9:30-11:30, 2:00-4:30; Th 9:30-11:30, 2:00-4:30  
Class Hours: TBA  
Phone: 468-1531 Office  
email: rculpepper@sfasu.edu

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, the Quizzes and Assignments on the D2L information for this 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. Note: there will be a delay in getting the text for the first day or two of the semester, until Tuesday, June 4th or Wednesday, June 5th. I will email you when the link in D2L for purchasing the text is available.

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.

**Grading procedures**

Three exams will be given. They will consist primarily of computer-scored objective questions. Test questions will generally address material from the text and may include lecture as well; these two sources of material are meant to be complimentary rather than redundant. The lecture at times includes lecture topics not covered in the text (and vice versa).

*Grading components*

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

\[ \text{Exam 1} + \text{Exam 2} + \text{Exam 3} + \text{Participation} \times 1.5 \div 4.5 \]

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).
<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
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<tbody>
<tr>
<td>JUNE 3</td>
<td>Course Introduction</td>
</tr>
<tr>
<td>4</td>
<td>What is Management Ch. 1</td>
</tr>
<tr>
<td>5</td>
<td>Management Theory Ch. 2</td>
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<tr>
<td>6</td>
<td>Ethics Ch. 3</td>
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<td>10</td>
<td>Global Management Ch. 4</td>
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<td>11</td>
<td>TBD</td>
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<tr>
<td>12</td>
<td>EXAM 1</td>
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<tr>
<td>13</td>
<td>Strategic Management Ch. 6</td>
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<td>17</td>
<td>Individual and Group Decision-Making Ch. 7</td>
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<td>18</td>
<td>Culture and Structure Ch. 8</td>
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<td>19</td>
<td>Individual Differences Ch. 11</td>
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<td>20</td>
<td>HOLIDAY</td>
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<td>25</td>
<td>EXAM 2</td>
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<td>26</td>
<td>Motivation Ch. 12</td>
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<td>27</td>
<td>Groups and Teams Ch. 13</td>
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<td>Power and Leadership Ch. 14</td>
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<td>2</td>
<td>Communication Ch. 15</td>
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Course Objectives

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.

Student Learning Outcomes

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.
University and College of Business Policies

Academic Integrity (4.1)
Academic integrity is the responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways, including instruction on the components of academic honesty and abiding by university policy on penalties for cheating and plagiarism.

Definition of Academic Dishonesty
Academic dishonesty includes both cheating and plagiarism. Cheating includes, but is not limited to (1) using or attempting to use unauthorized materials on any assignment or exam; (2) falsifying or inventing of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were one’s own. Examples of plagiarism include, but are not limited to (1) submitting an assignment as if it were one's own work when it is at least partly the work of another person; (2) submitting a work that has been purchased or otherwise obtained from the Internet or another source; and/or (3) incorporating the words or ideas of an author into one’s paper without giving the author credit. Penalties may include, but are not limited to reprimand, no credit for the assignment or exam, re-submission of the work, make-up exam, failure of the course, or expulsion from the university. Please read the complete policy at http://www.sfasu.edu/policies/student_academic_dishonesty.pdf

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.

Withheld Course Grades (University Policy 5.5)
At the discretion of the instructor of record and with the approval of the academic unit head, a grade of WH will be assigned only if the student cannot complete the course work 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, except as allowed through policy related to active military service. If students register for the same course in future semesters, the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average. Please refer to the complete policy at http://www.sfasu.edu/policies/course-grades.pdf.

Students with Disabilities
Any student with a documented disability requiring accommodation, please make an appointment to see me.

To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Room 325 in the Human Services Building, 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 in a timely manner may delay your accommodations. For additional information, go to [http://www.sfasu.edu/disabilityservices/](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](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.

**Mental Health and Wellness**
SFA values students’ mental health and the role it plays in academic and overall student success. 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:**
SFA Counseling Service [www.sfasu.edu/counselingservices](http://www.sfasu.edu/counselingservices)
Health and Wellness Hub (corner of E. College and Raguet)
936.468.2401

SFA Human Services Counseling Clinic [www.sfasu.edu/humanservices/139.asp](http://www.sfasu.edu/humanservices/139.asp) Human Services, Room 202 936.468.1041

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

[https://www.mheducation.com/highered/support/connect/first-day-of-class/d2l.html](https://www.mheducation.com/highered/support/connect/first-day-of-class/d2l.html)