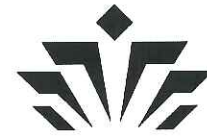


2012-2013 LONG SIGNATURE SHEET



Proposal Number: MGMT 09-18-13

Proposal Title: Revision of the Undergraduate Curriculum in Management **UNC CHARLOTTE**

Originating Department: Management

TYPE OF PROPOSAL: UNDERGRADUATE _____ GRADUATE _____ UNDERGRADUATE & GRADUATE _____
 (Separate proposals sent to UCCC and Grad. Council)

DATE RECEIVED	DATE CONSIDERED	DATE FORWARDED	ACTION	SIGNATURES
	9/18/13	9/23/13	Approved	<u>DEPARTMENT CHAIR</u> [Dr. David Woehr:]
9/23/13	9/30/13	9/30/13	Approved	<u>COLLEGE CURRICULUM COMMITTEE CHAIR</u> [Dr. Joyce Beggs:]
9/30/13	10/11/13	10/14/13	Approved	<u>COLLEGE FACULTY CHAIR (if applicable)</u> [Dr. Rob Roy McGregor:]
			Approved	<u>COLLEGE DEAN</u> [Dr. Steven Ott:]
				<u>GENERAL EDUCATION</u> (if applicable; for General Education courses) [print name here:]
		9 Nov 13		<u>UNDERGRADUATE COURSE & CURRICULUM COMMITTEE CHAIR</u> (for undergraduate courses only) [Signature]
11/19/13				<u>FACULTY GOVERNANCE ASSISTANT</u> (Faculty Council approval on Consent Calendar) [Signature]
				<u>FACULTY EXECUTIVE COMMITTEE</u> (if decision is appealed)

2012-2013 LONG SIGNATURE SHEET



Proposal Number: MGMT 09-18-13

Proposal Title: Revision of the Undergraduate Curriculum in Management — **UNC CHARLOTTE**

Originating Department: Management

TYPE OF PROPOSAL: UNDERGRADUATE _____ GRADUATE _____ UNDERGRADUATE & GRADUATE _____
 (Separate proposals sent to UCCC and Grad. Council)

DATE RECEIVED	DATE CONSIDERED	DATE FORWARDED	ACTION	SIGNATURES
	9/18/13	9/23/13	Approved	<u>DEPARTMENT CHAIR</u> [Dr. David Woehr:]
9/23/13	9/30/13	9/30/13	Approved	<u>COLLEGE CURRICULUM COMMITTEE CHAIR</u> [Dr. Joyce Beggs:]
9/30/13	10/11/13			<u>COLLEGE FACULTY CHAIR (if applicable)</u> [Dr. Rob Roy McGregor:]
				<u>COLLEGE DEAN</u> [Dr. Steven Ott:]
				<u>GENERAL EDUCATION</u> (if applicable; for General Education courses) [print name here:]
				<u>UNDERGRADUATE COURSE & CURRICULUM COMMITTEE CHAIR</u> (for undergraduate courses only)
				<u>FACULTY GOVERNANCE ASSISTANT</u> (Faculty Council approval on Consent Calendar)
				<u>FACULTY EXECUTIVE COMMITTEE</u> (if decision is appealed)



UNC CHARLOTTE

LONG FORM COURSE AND CURRICULUM PROPOSAL

*To: Belk College of Business –
Undergraduate Curriculum & Assurance of Learning Committee (UCALC)

From: Department of Management

Date: September 18, 2013

Re: Proposed Revision of the Undergraduate Curriculum in Management

The Long Form is used for major curriculum changes. Examples of major changes can include: creation of a new major, creation of a new minor, creation of a new area of concentration, or significant changes (more than 50%) to an existing program (Note: changing the name of an academic department does not automatically change the name(s) of the degree(s). The requests must be approved separately by the Board of Governors.)

Submission of this Long Form indicates review and assessment of the proposed curriculum changes at the department and collegiate level either separately or as part of ongoing assessment efforts.

*Proposals for undergraduate courses should be sent to the Undergraduate Course and Curriculum Committee Chair. Proposals related to both undergraduate and graduate courses, (e.g., courses co-listed at both levels) must be sent to both the Undergraduate Course and Curriculum Committee and the Graduate Council.

REVISED UNDERGRADUATE

COURSE AND CURRICULUM PROPOSAL FROM: DEPARTMENT OF MANAGEMENT

REVISION OF THE UNDERGRADUATE CURRICULUM IN MANAGEMENT

I. PROPOSAL SUMMARY AND CATALOG COPY

- A. **SUMMARY.** The Department of Management proposes the following changes to the department's curriculum.

The Management Department proposes to offer two different "concentrations" for management students: a "Talent Management" concentration and an "Organizational Management" concentration. The former concentration is designed for students interested in "the management of human resources or talent," and the latter concentration is designed for students interested in "general or strategic management." A summary of the current curriculum and of the proposed curriculum including the required courses for each concentration is presented graphically on the last pages of this document (pages 31-32). All courses are designed as three credit hours.

We have used the following protocol in this section of the document:

Italics: Current Course Titles/Numbers/Descriptions

Bold: Proposed Course Titles/Numbers/Descriptions

- Change the Management Common Core requirements for the Management major
 - Add MGMT 3282, *Managerial Ethics*, as a management common core requirement
 - Drop MGMT 3241, *Human Resource Management*, as a management common core requirement
- Add one new course to the management curriculum immediately upon adoption of the new curriculum:
 - MGMT 3242 Developing and Retaining Talent**
- Modify course title, course description, and content of course
 - MGMT 3241 Human Resource Management*
 - MGMT 3241 Acquiring and Maintaining Talent**
- Modify course title and course description
 - MGMT 3280 Business Policy*
 - MGMT 3280 Strategic Management**

- Modify course title
MGMT 3400 Professional Internship
MGMT 3400 Management Internship
- Change grading from standard letter to Pass/No Credit for
MGMT 3400 Professional Internship
- Modify two course descriptions
MGMT 3260 Managerial Communication
MGMT 3277 Entrepreneurship
- Remove MGMT 3274 as a prerequisite for MGMT 3275
- Remove MGMT 3241 as a prerequisite for MGMT 3287
- Add MGMT 3282 as a prerequisite for MGMT 3287
- Add FINN 3276, Employee Benefits, as a MGMT elective
- Add ECON 3106, Labor Economics, as a MGMT elective
- These two courses, FINN 3276 and ECON 3106, will be taught by faculty in the Finance and Economics departments.

B. Proposed Catalog Copy

All revised catalog copy and course descriptions are included in the Attachments on pages 20-26).

II. JUSTIFICATION.

- A.** Identify the need addressed by the proposal and explain how the proposed action meets the need.

The actions included in this proposal will (1) update the management major, (2) present the undergraduate Management major with a clear pathway into potential careers, and (3) differentiate options available to students in ways that better satisfy students' interests and talents. The revised curriculum will enable the Management faculty to provide undergraduate students choosing the major with a more focused and up-to-date educational experience.

The revised Management major will serve the needs of the business community and fill a gap in the curricular offerings at one of the state's largest academic institutions. Of the ten peer institutions from which data were gathered, five had concentrations within the management major. Of the five competitive schools where curriculums were analyzed, all had concentrations within the major and four of the five had

human resource management (talent management) as a concentration. To serve the students at the Belk College of Business, a revision of the major was necessary.

One of UNC Charlotte's major goals as an "urban research university" is to "respond to the regional needs and contribute to the economic needs of the region." The Department of Management's curriculum must be current and relevant to fulfill the needs set forth in the mission.

- B.** Discuss prerequisites/corequisites for course(s) including class-standing, admission to the major, GPA, or other factors that would affect a student's ability to register.

Students admitted to a major in the Belk College of Business are required to meet a common admission standard. That standard is unchanged. The proposed revisions to the Management Curriculum result in the following changes to individual course prerequisites:

- MGMT 3287 Managerial Leadership
 - Delete MGMT 3241, Human Resource Management
 - Add MGMT 3282, Managerial Ethics
- MGMT 3275 International Management
 - Delete MGMT 3274, International Business Processes and Problems
- MGMT 3242 Developing and Retaining Talent
 - Add MGMT 3140, Management and Organizational Behavior with a grade of C or better

- C.** Demonstrate that course numbering is consistent with the level of academic advancement of students for whom it is intended.

All courses included in this revision are at the 3000 level and are thus intended for advanced undergraduate students. The numbering of these courses is consistent with the level of academic advancement as a student progresses through the curriculum.

- D.** In general, how will this proposal improve the scope, quality and/or efficiency of programs and/or instruction?

The proposed curriculum revision improves the efficiency of instruction in the Department of Management by focusing and streamlining the curricular offerings. This proposal synthesizes recent evolutions in management pedagogy particularly in the area of Human Resource Management. This area is now referred to as Talent Management in the industry. Furthermore, students interested in a more general or strategic approach to the field will benefit from the changes in structure and efficiency of the proposed concentration in Organizational Management.

The revised curriculum is based on an analysis of management programs and offerings at both peer and competitive institutions as indicated below.

Comparative Peer Institutions

- University of Colorado at Denver
- Virginia Commonwealth University
- Old Dominion University
- Portland State University
- University of Central Florida
- University of North Florida
- Kent State University
- Western Michigan University
- University of Memphis
- Cleveland State University

Competitive Institutions

- Clemson University
- Appalachian State University
- East Carolina University
- North Carolina State University
- University of South Carolina

- E.** If course(s) has been offered previously under special topics numbers, give details of experience including number of times taught and enrollment figures.

No courses have been offered previously under special topics numbers.

- III. IMPACT.** Changes to courses and curricula often have impacts both within the proposing department as well as campus-wide. What effect will this proposal have on existing courses and curricula, students, and other departments/units? Submit an Impact Statement that fully addresses how you have assessed potential impacts and what the impacts of this proposal might be. Consider the following:

- A.** What group(s) of students will be served by this proposal? (Undergraduate and/or graduate; majors and/or non-majors, others? Explain). Describe how you determine which students will be served.

Undergraduate Management majors will be most directly impacted by this proposal. They will have an up-to-date and current curriculum in Management. Depending on their interests, students can choose courses from two career paths to meet their needs. All undergraduate business majors may gain an appreciation of the relevance of Management to their majors. The proposed curriculum will improve the education of Management majors as well as all other business students.

- B.** What effect will this proposal have on existing courses and curricula? When and how often will added course(s) be taught?

The only course directly impacted by this revision will be MGMT 3241, Human Resource Management. This course will be divided into MGMT 3241, Acquiring and Maintaining Talent, and MGMT 3242, Developing and Retaining Talent.

One new course will be added to the Management curriculum, **MGMT 3242, Developing and Retaining Talent**, and it will be offered during the Fall and Spring semesters.

C. How will the content and/or frequency of offering of other courses be affected?

To a large extent, the revisions contained in this proposal represent a “reorganization” of existing courses. Consequently, the content and/or frequency of other offerings of other courses are expected to be impacted minimally.

D. What is the anticipated enrollment in course(s) added (for credit and auditors)?

- **MGMT 3242 Developing and Retaining Talent: 60**

E. How will enrollment in other courses be affected? How did you determine this?

See “A, B, C, D” above. As already discussed, enrollment in other courses should be minimally affected. Historical enrollment data for current Management courses suggests relatively high demand among majors. At present, we have no reason to expect a meaningful change in the near term.

F. Identify other areas of catalog copy that would be affected, including within other departments and colleges (e.g., curriculum outlines, requirements for the degree, prerequisites, articulation agreements, etc.)

Curriculum changes are detailed in the Attachments including changes to catalog copy on pages 20-26. Other colleges and departments should not be affected by this revision.

IV. RESOURCES REQUIRED TO SUPPORT PROPOSAL.

When added resources are not required, indicate “none”. For items which require “none” explain how this determination was made.

A. **PERSONNEL.** Specify requirements for new faculty, part-time teaching, student assistants and/or increased load on present faculty. List by name qualified faculty members interested in teaching the course(s).

No new hires are required to offer the revised curriculum.

Faculty qualified to teaching the new course, **MGMT 3242 Developing and Retaining Talent**, include:

Mrs. Cheryl Kane
Dr. Kelly Zellars
Dr. David Woehr

B. PHYSICAL FACILITY. Is adequate space available for this course?

Current facilities are adequate to accommodate the revised curriculum.

C. EQUIPMENT AND SUPPLIES: Has funding been allocated for any special equipment or supplies needed?

Current equipment and supplies are adequate.

D. COMPUTER. Specify any computer usage (beyond Moodle) required by students and/or faculty, and include an assessment of the adequacy of software/computing resources by available for the course(s).

Current computer resources are adequate.

E. AUDIO-VISUAL. If there are requirements for audio-visual facilities beyond the standard classroom podiums, please list those here.

Current audio-visual resources are adequate.

F. OTHER RESOURCES. Specify and estimate cost of other new/added resources required, e.g., travel, communication, printing and binding.

None will be needed. All courses make use of the same resources.

G. SOURCE OF FUNDING. Indicate source(s) of funding for new/additional resources required to support this proposal.

As this proposal relies on existing resources, no additional funding is required.

V. CONSULTATION WITH THE LIBRARY AND OTHER DEPARTMENTS OR UNITS

A. LIBRARY CONSULTATION. Indicate written consultation with the Library Reference Staff at the departmental level to ensure that library holdings are adequate to support the proposal prior to its leaving the department. (Attach copy of [Consultation on Library Holdings](#)).

A copy of all new proposed courses was sent to Nicole Spoor, Business Librarian, for consultation. Her report is attached on pages 12-15.. All new courses proposed were considered to have library holdings considered to be either “adequate” or “superior.”

- B. CONSULTATION WITH OTHER DEPARTMENTS OR UNITS.** List departments/units consulted in writing regarding all elements outlined in IIC: Impact Statement, including dates consulted. Summarize results of consultation and attach correspondence. Provide information on voting and dissenting opinions (if applicable).

The Department of Economics was consulted regarding the use of ECON 3106, Labor Economics, as an elective. The Department of Finance was consulted regarding the use of FINN 3276, Employee Benefits, as an elective. The departments agree to the use of these courses as electives. Please see the Attachments for documentation of the consultations on page 16 and page 17.

VI. INITIATION, ATTACHMENTS AND CONSIDERATION OF THE PROPOSAL

- A. ORIGINATING UNIT.** Briefly summarize action on the proposal in the originating unit including information on voting and dissenting opinions.

The originating unit for this curriculum proposal is the Department of Management. During Fall semester, 2012, a department curriculum committee was formed. It was charged with redesigning or creating a new undergraduate curriculum for the Department of Management. On January 11, 2013, a proposal was presented to the department and a discussion was held. On February 8, 2013, a revised curriculum proposal was presented and discussed again. The faculty who were present at the meeting voted unanimously to approve the new curriculum.

- B. CREDIT HOUR. (Mandatory if new and/or revised course in proposal)**

Review statement and check box once completed:

The appropriate faculty committee has reviewed the course outline/syllabus and has determined that the assignments are sufficient to meet the University definition of a [credit hour](#).

- C. ATTACHMENTS.**

1. CONSULTATION: Attach relevant documentation of consultations with other units.

Consultations for the following units are attached:

Atkins Library
Department of Economics
Department of Finance

2. COURSE OUTLINE/SYLLABUS: For undergraduate courses attach course outline(s) including basic topics to be covered and suggested textbooks and reference materials with dates of publication. For Graduate Courses attach a course syllabus. Please see [Boiler Plate for Syllabi for New/Revised Graduate Courses](#).

Sample syllabi for the following courses are in the Attachment on pages 18-19.

MGMT 3241 Acquiring and Maintaining Talent
MGMT 3242 Developing and Retaining Talent

3. PROPOSED CATALOG COPY: Copy should be provided for all courses in the proposal. Include current subject prefixes and course numbers, full titles, credit hours, prerequisites and/or corequisites, concise descriptions, and an indication of when the courses are to be offered as to semesters and day/evening/weekend. Copy and paste the [current catalog copy](#) and use the Microsoft Word “track changes” feature (or use **red text with “~~strikethrough~~”** formatting for text to be deleted, and adding **blue text with “underline”** formatting for text to be added).

See Attachment on page 20-26.

- A. For a new course or revisions to an existing course, check all the statements that apply:

- This course will be cross listed with another course.
 There are prerequisites for this course. (See Attachment on page 20-26)
 There are corequisites for this course.
 This course is repeatable for credit.
 This course will increase/decrease the number of credits hours currently offered by its program.
 This proposal results in the deletion of an existing course(s) from the degree program and/or catalog.

For all items checked above, applicable statements and content must be reflected in the proposed catalog copy.

- B. If overall proposal is for a new degree program that requires approval from General Administration, please contact the facultygovernance@uncc.edu for consultation on catalog copy.

Not applicable.

4. ACADEMIC PLAN OF STUDY (UNDERGRADUATE ONLY): Please indicate whether the proposed change will impact an existing Academic Plan of Study and require changes to CAPP. If so, provide an updated Academic Plan of Study in template format (Academic Plan of Study templates can be found online at provost.uncc.edu/resources-and-reports).

See Attachment on page 27-30.

5. STUDENT LEARNING OUTCOMES: Please indicate what SLOs are supported by this course or courses or whether this curricular change requires a change in SLOs or assessment for the degree program.

Student Learning Outcomes for the management major remain unchanged. SLOs will continue to be assessed in MGMT 3287 Managerial Leadership, the management major capstone course. MGMT 3287 Managerial Leadership is a required course for the Talent Management Concentration and for the Organizational Management Concentration.

6. TEXTBOOK COSTS: It is the policy of the Board of Governors to reduce textbook costs for students whenever possible. Have electronic textbooks, textbook rentals, or the buyback program been considered and adopted?

Electronic textbooks, textbook rentals, or the buyback program have been considered and adopted to the extent possible.

IMPORTANT NOTE: A Microsoft Word version of the final course and curriculum proposal should be sent to facultygovernance@uncc.edu upon approval by the Undergraduate Course and Curriculum Committee and/or Graduate Council chair.



Consultation on Library Holdings

To: Dr. Joyce Beggs
From: Nicole Spoor
Date: April 4, 2013
Subject: Course Proposal: MGMT 3241, Acquiring and Maintaining Talent

Summary of Librarian’s Evaluation of Holdings:

Evaluator: Nicole Spoor, Business Librarian **Date:** April 4, 2013

Please Check One:

- 1. Holdings are superior
- 2. Holdings are adequate
- 3. Holdings are adequate only if dept. purchases additional items
- 4. Holdings are inadequate

Comments:

After a thorough evaluation of Atkins Library resources with regards to journals, databases and circulating books that are relevant to the proposed course, MGMT 3241, Acquiring and Maintaining Talent, it is found that the library’s resources are sufficient to support this new course.

The following table shows the print source holdings that are relevant to Acquiring and Maintaining Talent. After performing multiple searches of the catalog, it is found that there are adequate resources related to Acquiring and Maintaining Talent. Individual books not owned by the library may be requested through the library’s interlibrary loan service.

Catalog Searches Performed	Total Results	Results Less Than 5 Years Old
Human Resources	3664	150
Human Resources AND Planning	192	25
Human Resources AND Recruitment	40	10
Human Resources AND Selection	188	9

Human Resources AND Diversity	34	7
Human Resources AND Legal	166	19
Labor Relations	544	54
Workplace AND Safety	276	138

The following is a list of selected databases that may be relevant to Acquiring and Maintaining Talent to which Atkins Library provides access:

Business Source Complete
Books 24x7 via Skillport
Emerald (Management Reviews)
Lexis Nexis Academic
PsycARTICLES
PsycINFO
Science Direct

Atkins Library also has access to several journal titles that may be relevant to Acquiring and Maintaining Talent. Journal articles not owned by the library may be requested through the library's interlibrary loan service.

Human Resource Management
Human Resources Magazine
Human Resource Development International
Workplace Health and Safety
Journal of Human Resources
Journal of Organizational Behavior
The Personnel Administrator

Conclusion: The holdings of Atkins Library with regards to print resources, databases and journals are sufficient to support MGMT 3241: Acquiring and Maintaining Talent. It is suggested that the participating academic departments continue ordering new resources as they are published.

Evaluator's Signature: Nicole Spoor, Business Librarian, Atkins Library

Date: April 4, 2013



Consultation on Library Holdings

To: Dr. Joyce Beggs
From: Nicole Spoor
Date: April 4, 2013
Subject: Course Proposal: MGMT 3242, Developing and Retaining Talent

Summary of Librarian’s Evaluation of Holdings:

Evaluator: Nicole Spoor, Business Librarian **Date:** April 4, 2013

Please Check One:

- 1. Holdings are superior
- 2. Holdings are adequate
- 3. Holdings are adequate only if dept. purchases additional items
- 4. Holdings are inadequate

Comments:

After a thorough evaluation of Atkins Library resources with regards to journals, databases and circulating books that are relevant to the proposed course, MGMT 3242, Developing and Retaining Talent, it is found that the library’s resources are sufficient to support this new course.

The following table shows the print source holdings that are relevant to Developing and Retaining Talent. After performing multiple searches of the catalog, it is found that there are adequate resources related to Developing and Retaining Talent. Individual books not owned by the library may be requested through the library’s interlibrary loan service.

Catalog Searches Performed	Total Results	Results Less Than 5 Years Old
Human Resources	3664	150
Human Resources AND Assessment	108	22
Human Resources AND Training	503	29

Human Resources AND Development	443	9
Human Resources AND (Compensation OR Benefits)	403	56
Human Resources AND Retention	35	7
Employee Relations	191	3
Performance Management	267	85

The following is a list of selected databases that may be relevant to Developing and Retaining Talent to which Atkins Library provides access:

Business Source Complete
 Books 24x7 via Skillport
 Emerald (Management Reviews)
 Lexis Nexis Academic
 PsycARTICLES
 PsycINFO
 Science Direct

Atkins Library also has access to several journal titles that may be relevant to Developing and Retaining Talent. Journal articles not owned by the library may be requested through the library's interlibrary loan service.

Human Resource Management
Human Resources Magazine
Human Resource Development International
Workplace Health and Safety
Journal of Human Resources
Journal of Organizational Behavior
The Personnel Administrator

Conclusion: The holdings of Atkins Library with regards to print resources, databases and journals are sufficient to support MGMT 3242: Developing and Retaining Talent. It is suggested that the participating academic departments continue ordering new resources as they are published.

Evaluator's Signature: Nicole Spoor, Business Librarian, Atkins Library

Date: April 4, 2013

Memorandum

To: Dr. Joyce Beggs, Department of Management

From: Dr. Jennifer Troyer, Chair, Department of Economics

Subject: Consultation Regarding Inclusion of ECON 3106 in the Undergraduate Management Major

Date: August 2, 2013

Thank you for consulting with the Department of Economics on the proposed inclusion of ECON 3106 (Labor Economics) among the list of elective courses for the undergraduate degree in Management. My sense is that this course would be a great complement to the Management major core courses.

The Department of Economics strongly supports the curriculum change with one caveat. We typically offer this course once per year, and it is a very popular elective for Economics majors and minors. While it is difficult to predict the demand for this course by Management majors, given that it is one of many electives, should the demand be high (more than about 20 students per year), it would be difficult to accommodate additional students. Given our existing obligations to other programs, we are unlikely to be able to offer larger sections of the course or to offer it more frequently with our current faculty resources.

Please let me know if I can be of further assistance.

Memorandum

To: Dr. David Woehr, Chair, Department of Management

From: Dr. Dolly King, Chair, Department of Finance

Subject: Consultation Regarding the Revision of Undergraduate Management Major Program

Date: July 29, 2013

Thank you for consulting with the Department of Finance on the revision of the Undergraduate Management Major Program. I have reviewed the proposed changes and note that one Finance course is included in the list of elective courses for the Talent Management Concentration: FINN 3276 Employee Benefits. The Department of Finance offers this course regularly in spring semesters. The inclusion of this course in the proposed concentration does not require any additional resources from our department.

As this course is a course mainly taken by students in the Risk Management and Insurance Concentration of the Undergraduate Finance Major Program, I consulted with Dr. Faith Neale and Mr. Tom Marshall regarding this matter. They both indicated support for the inclusion of FINN 3276 as one of the electives in the proposed Talent Management Concentration. On behalf of the Department of Finance, I fully support your proposed revision regarding the inclusion of FINN 3276 as an elective in the Undergraduate Management Major Program.

Please let me know if I can be of further assistance.

MGMT 3241: Acquiring and Maintaining Talent

Course Description

MGMT 3241. Acquiring and Maintaining Talent. (3)

Concepts, methods and issues used in effectively managing human resources in contemporary organizations with specific focus on workforce planning, recruitment and selection, organizational entry, socialization, diversity and the legal environment. Experience in developing and utilizing behavioral science research methods to assess effectiveness. (*Fall, Spring*) (*Evenings*)

Pre-requisite

- Prerequisite: MGMT 3140 with a grade of C or above.

Credit Hours

- This is a 3-credit hour course.

Suggested Required Text

- Lussier, Robert N. and John R. Hendon. *Human Resource Management: Functions, Applications, Skill Development*. Los Angeles: Sage Publications, Inc., 2013.
- Nkomo, Stella M., Myron D. Fottler and R. Bruce McAfee. *Human Resource Management Applications: Cases, exercises, incidents and skill builders*, 7th edition.

Course outline

Week	Topic
1	Human Resource Management Selection and Maintenance Processes
2 & 3	Strategy-Driven Human Resource Management
4 & 5	The Legal Environment, Diversity and Labor Relations
6 & 7	Matching Employees With Jobs
8 & 9	Recruiting Job Candidates
10 & 11	Selecting New Employees
12 & 13	Training, Learning, Talent Management, and Development

MGMT 3242: Developing and Retaining Talent Course Description

MGMT 3242. Developing and Retaining Talent. (3)

Concepts, methods and issues used in effectively managing human resources in contemporary organizations with specific focus on performance assessment, training and development, change and performance management, compensation and benefits, and retention. Experience in developing and utilizing behavioral science research methods to assess effectiveness. *(Fall, Spring) (Evenings)*

Pre-requisite

- Prerequisite: MGMT 3140 with a grade of C or above.

Credit Hours

- This is a 3-credit hour course.

Suggested Required Text

- Lussier, Robert N. and John R. Hendon. *Human Resource Management: Functions, Applications, Skill Development*. Los Angeles: Sage Publications, Inc., 2013.
- Nkomo, Stella M., Myron D. Fottler and R. Bruce McAfee. *Human Resource Management Applications: Cases, exercises, incidents and skill builders*, 7th edition.

Course outline

Week	Topic
1	Human Resource Management Acquisition & Retention Process
2 & 3	Training, Learning, Talent Management, and Development
4 & 5	Performance Management and Appraisal
6 & 7	Rights and Employee Development
8 & 9	Employee Relations: Managing conflict and Negotiations
10 & 11	Compensation Management
12 & 13	Incentive Pay
14 & 15	Employee Benefits

2013-2014 Undergraduate Catalog: Management

A program of study in the Department of Management leads to a Bachelor of Science in Business Administration (B.S.B.A.) degree with a major in Management. This major is designed to teach students to plan, organize, lead, and control business activities in both the public and private sectors. Students develop skills in decision making, leadership, motivation, problem solving, and teamwork. Students pursuing the management major must select one of two concentrations: Talent Management or Organizational Management. The former concentration is designed for students interested in “the management of human resources or talent,” and the latter concentration is designed for students interested in “general or strategic management.”

Courses in this major include the following topics: management and organizational behavior, managerial ethics, decision-making techniques, managing human resources and developing communication skills that make for effective leadership. The objectives of the major are to provide each student with conceptual tools and develop managerial skills that support leadership in a variety of organizations.

Bachelor of Science in Business Administration: Management

To be accepted into the Management major and to progress into the upper division of the College, a student must meet the Progression Requirements as previously stated in the PRE-ACCOUNTING, PRE-BUSINESS, and PRE-ECONOMICS section. This major requires a minimum of 120 semester hours. Students must complete the General Education Requirements of the University and the Progression, Core, and Major Requirements of the Belk College of Business.

Degree Requirements

The following Core, Major, and Major Elective Courses are required. **Students may attempt each of the Progression, Core, and Major Courses two times.**

Core Courses

- BLAW 3150 Business Law I
- COMM 3160 Business Communications
- ECON 3125 Managerial Economics
- FINN 3120 Financial Management
- INFO 3130 Management Information Systems
- MGMT 3140 Management and Organizational Behavior
- MGMT 3280 ~~Business Policy~~ Strategic Management

- MKTG 3110 Marketing Concepts
- OPER 3100 Operations Management

Major Courses

Students majoring in management are required to take the following courses.

- ~~MGMT 3241 Human Resource Management~~
- MGMT 3282 Managerial Ethics
- MGMT 3287 Managerial Leadership

Concentrations

Students majoring in Management can select one of the following concentrations:

Talent Management Concentration

Students choosing the Talent Management Concentration must complete the following courses:

- MGMT 3241 – Acquiring and Maintaining Talent
- MGMT 3242 --Developing and Retaining Talent
- MGMT 3243 – Employment Law
- Major Elective

Organizational Management Concentration

Students choosing the Organizational Management Concentration must complete the following courses:

- MGMT 3260 – Managerial Communication
- MGMT 3275 – International Management
- MGMT 3277-- Entrepreneurship
- Major Elective

Major Electives

Select four of the following courses:

- ~~MGMT 3000 Topics in Management~~
- ~~MGMT 3170 Ethics and Global Capitalism~~
- ~~MGMT 3243 Employment Law~~
- ~~MGMT 3260 Managerial Communication~~
- ~~MGMT 3274 International Business Processes and Problems~~
- ~~MGMT 3275 International Management~~

- ~~MGMT 3277 – Entrepreneurship~~
- ~~MGMT 3282 – Managerial Ethics~~
- ~~MGMT 3800 – Directed Study (Department Chair approval required)~~

The following is a list of electives for the “Talent Management” and “Organizational Management” Concentrations.

Select one of the following courses:

- MGMT 3000 – Topics in Management
- MGMT 3241 – Acquiring and Maintaining Talent
- MGMT 3242 – Developing and Retaining Talent
- MGMT 3243 – Employment Law
- MGMT 3260 – Managerial Communication
- MGMT 3274 – International Business Processes and Problems
- MGMT 3275 – International Management
- MGMT 3277 – Entrepreneurship
- MGMT 3400 – Management Internship
- MGMT 3800 – Directed Study
- FINN 3276 – Employee Benefits
- ECON 3106 – Labor Economics

To obtain a B.S.B.A. in Management, a student must meet the University requirements of a GPA of at least 2.0 overall and in the courses for the major. Students must earn a minimum grade of C in all required Progression, Core, and Major Courses. When a student repeats a course, both the old and new grades are included in the major and overall GPA. Courses repeated under the Grade Replacement Policy are excluded from the major and overall GPA computation. However, this repeated course does count as an attempt. Students must also meet the Belk College of Business residency requirements.

2013-2014 Undergraduate Catalog: Courses in Management (MGMT)

MGMT 3000. Topics in Management. (3) Prerequisite: Junior standing. Topics from the area of Management and Administration. May be repeated for credit. (*On demand*)

MGMT 3140. Management and Organizational Behavior. (3) Prerequisites: ACCT 2121, 2122; ECON 2101, 2102, INFO 2130, Junior standing. A study of the role of manager with an emphasis on understanding the behavioral and administrative theories and concepts needed to succeed in contemporary organizations. Topics covered in the course include motivation, leadership, managing teams, and teamwork. (*Fall, Spring, Summer*) (*Evenings*)

MGMT 3170. Ethics and Global Capitalism. (3) Cross-listed as ECON 3170. Prerequisite: Junior standing. The course is a study of ethical arguments supporting and critical of capitalist economic and social systems. Topics to be addressed may include property rights, justice, desert, equality, and sustainable capitalism. (*Yearly*)

~~**MGMT 3241. Human Resource Management. (3)** Prerequisite: MGMT 3140 with a grade of C or above. The study of effectively selecting, utilizing, assessing and developing managers as well as the role of the Human Resource department in administering human resources in a changing and demanding environment. Experience in developing and utilizing behavioral science research methods to assess effectiveness. (*Fall, Spring*) (*Evenings*)~~

MGMT 3241 Acquiring and Maintaining Talent. (3) Prerequisite: MGMT 3140 with a grade of C or above. Concepts, methods and issues used in effectively managing human resources in contemporary organizations with a focus on workforce planning, recruitment and selection, organizational entry, socialization, diversity, and the legal environment. Experience in developing and utilizing behavioral science research methods to assess effectiveness. (*Fall, Spring*) (*Evenings*)

MGMT 3242 Developing and Retaining Talent. (3) Prerequisite: MGMT 3140 with a grade of C or above. Concepts, methods and issues used in effectively managing human resources in contemporary organizations with a focus on performance assessment, training and development, change and performance management, compensation and benefits, and retention. Experience in developing and utilizing behavioral science research methods to assess effectiveness. (*Fall, Spring*) (*Evenings*)

MGMT 3243. Employment Law. (3) Cross-listed as ECON 3107. Prerequisite: MGMT 3140 with a grade of C or above. This course examines the legislation which impacts human resource management practices in union and non-union settings. Topics covered include fair employment practices, anti-discrimination law, representation elections, unfair labor practices, compensation and benefit legislation, privacy concerns and dispute settlement processes. (*Fall, Spring*) (*Evenings*)

~~**MGMT 3260. Managerial Communication. (3)** Prerequisites: MGMT 3140 with a grade of C or above and COMM 3160. An examination of the roles of communication networks and strategies in managerial decision-making. Emphasis on the role of the communication skills in~~

~~managing change, organizational conflict, and corporate cultures. Cases will be used to analyze and address specific management problems. (Fall, Spring)~~

MGMT 3260. Managerial Communication. (3) Prerequisites: MGMT 3140 with a grade of C or above and COMM 3160. Develop an understanding of the use and influence of communication skills, processes and strategies in effective managerial decision making. A practical approach will be employed to develop written, oral, nonverbal, listening, team, conflict and negotiation skills in organizational situations. (Fall, Spring)

MGMT 3274. International Business Processes and Problems. (3) Prerequisite: MGMT 3140 with a grade of C or above. Management Majors and International Business Majors. Junior standing. An introduction to the process, institutions and problems associated with exporting, importing and management of multinational businesses. (Fall)

MGMT 3275. International Management. (3) Prerequisites: MGMT 3140 ~~and MGMT 3274~~ with a grade of C or above, ~~Senior standing~~. Preparation for effective management in a world characterized by intense international competition. Case studies, projects, and presentations assist students to apply concepts and theories. (Spring)

~~**MGMT 3277. Entrepreneurship. (3)** Prerequisites: MGMT 3140 with a grade of C or above. Review of the processes by which continuous and discontinuous innovations are developed into intellectual property and then utilized as the basis for intellectual property commercialization. Cognitive aspects of innovation and creativity are covered as well as issues with patents, copyrights, trademarks, and intellectual property protection. The course presents a commercialization model by which innovations are developed into commercial products. (Fall, Spring)~~

MGMT 3277. Entrepreneurship. (3) Prerequisites: MGMT 3140 with a grade of C or above. A study of the factors leading to entrepreneurial success with an emphasis on opportunity identification, structure and planning, and the management of new ventures. The course provides tools necessary to understand and evaluate the entrepreneurial process within a large company, new venture, family business, or growing a small business. (Fall, Spring)

~~**MGMT 3280. Business Policy. (3)** Prerequisites: Senior standing; BLAW 3150, COMM 3160, ECON 3125, FINN 3120, INFO 3130, MGMT 3140, MKTG 3110, and OPER 3100. (Accounting majors are required to take BLAW 3150, COMM 3160, FINN 3120, INFO 3130, MGMT 3140, MKTG 3110, and OPER 3100 and earn a grade of C or above.) Concerns the role of top management of the firm in integrating internal functions and environmental forces. Emphasis on defining economic, technological, ethical, political and social factors affecting the firm and their consideration in setting goals and operating policies. (Fall, Spring, Summer) (Evenings)~~

MGMT 3280 Strategic Management. (3) Prerequisites: Senior standing; BLAW 3150, COMM 3160, ECON 3125, FINN 3120, INFO 3130, MGMT 3140, MKTG 3110, and OPER 3100. (Accounting majors are required to take BLAW 3150, COMM 3160, FINN 3120, INFO 3130, MGMT 3140, MKTG 3110, and OPER 3100 and earn a grade of C or above.) This capstone course emphasizes the synthesis and application of concepts from the functional business courses so students develop an understanding of organizations from the perspective of top level executives. The course focuses on the role of top management in leading, planning, and decision-making to form effective organizational strategies that integrate internal processes and

the economic, technological, ethical, political, and social forces affecting the organization. (Fall, Spring, Summer) (Evenings)

MGMT 3282. Managerial Ethics. (3) Prerequisites: ~~BLAW 3150, MKTG 3110~~, MGMT 3140 with a grades of C or above. A study of the impact of management decisions on customers, employees, creditors, shareholders, community interests, ecology, and government (including taxes and the regulatory environment). The objective is to provide future managers with a systematic way of analyzing the impact of management decisions on larger society. (Fall, Spring)

MGMT 3287. Managerial Leadership. (3) Prerequisites: MGMT 3140 and MGMT ~~3241~~ 3282 with grades of C or above; and completion of any two MGMT electives. This capstone course for the management major provides a managerial perspective on leadership in formal organizations. Emphasis is placed on team-building, exercising influence, decision-making, and conflict management. Pedagogical tools to be used include role playing, case analyses, self-assessment of leadership competencies, and shadowing of working managers. (Fall, Spring, Summer)

MGMT 3400. Professional Management Internship. (0-6) Prerequisite: Junior or Senior in good standing and department approval. Full or part-time academic year internship in areas complementary to the concentration area of studies and designed to allow theoretical and course-based practical learning to be applied in a supervised industrial experience. Requires 50 hours of supervised working for the internship organization per hour of credit. Each student's internship program must be approved by the supervising Management faculty member. A proposal form must be completed and approved prior to registration and the commencement of the work experience. Participating students will be required to submit a mid-term report and a final report to the supervising faculty member. The supervising faculty member will discuss and document expectations for both reports with the student prior to the commencement of the internship. Both the mid-term and final report will be graded by the supervising faculty member who will consult the off-campus supervisor at the internship organization. Graded on a Pass/No Credit basis. A maximum of three credit hours may be used to meet requirements of a major elective, with the remaining credits counting toward a general elective. (Fall, Spring, Summer)

MGMT 3500. Cooperative Education and 49ership Experience. (0) Enrollment in this course is required for the department's cooperative education and 49ership/service 49ership students during each semester they are working in a position. This course is restricted to majors in the department of Management. Acceptance into the Experiential Learning Program by the University Career Center is required. Participating students pay a course registration fee for transcript notation (49ership and co-op) and receive full-time student status (co-op only).

Assignments must be arranged and approved in advance. *Course may be repeated. Graded on a Satisfactory/Unsatisfactory basis.* Only open to undergraduate students; graduate level students are encouraged to contact their academic departments to inquire about academic or industrial internship options for credit. For more information, contact the University Career Center. (Fall, Spring, Summer)

MGMT 3800. Directed Study. (1-6) Prerequisites: Permission of the department chair and Junior standing. Enrollment granted only by permission of the faculty with whom the work will

be performed. The student's work assignments will be designed by the student and faculty member who will oversee the project of study. The credit hours will be determined prior to enrollment and will be based on the particular project undertaken. (*On demand*)



**B.S.B.A. in Management
Academic Plan of Study**

*Belk College of Business
Department of Management*
belkcollege.uncc.edu/about-college/departments/management

PROGRAM SUMMARY

- **Credit Hours:** 120 hours
- **Concentrations:** Talent Management, and Organizational Management
- **Declaring the Major:** Admission to the major is competitive. Students must have junior standing (60 earned hours), an overall GPA of 2.5 in all University courses, and completed the Progression Courses: ACCT 2121, ACCT 2122, BUSN 1101, ECON 2101, ECON 2102, INFO 2130, MATH 1120, STAT 1120 with a minimum 2.5 GPA (4 Bs and 4 Cs within 2 attempts). Students should seek admission to the Pre-Business program as freshmen and sophomores to ensure appropriate advising and support.
- **Advising (For the Major):** The Business Advising Center advises all students in the Belk College of Business. Advising is required upon admission to the major and recommended before registration each semester. Note: Students with less than 30 earned hours will have an advising hold prior to registration.
- **Advising (For General Education):** Schedule appointment with assigned Academic Advisor in the Business Advising Center
- **Minimum Grades/GPA:** Students must earn C’s or better (within 2 attempts) in all business coursework. GPA of 2.0 in the major and all University coursework required for graduation.
- **Teacher Licensure:** No
- **Evening Classes Available:** Yes, but limited
- **Weekend Classes Available:** No
- **Other Information:** Business Honors Program, Business Learning Community, Society for Human Resource Management, Internships, Study Abroad, Student Center for Professional Development
- **Contact(s):** Belk College of Business Advising Center, 368 Friday Bldg., (704) 687-7585 or stadvice@uncc.edu

PROGRAM REQUIREMENTS

Entering students are designated as Pre-Business (PBUS). Once students have attained certain course requirements during the Junior year (see above), they may officially declare a major program in the Belk College. To declare a major, students will complete a Curriculum Guide and Change of Major form with their assigned Academic Advisor.

The Management (MGMT) major has two concentrations: Talent Management, and Organizational Management. Students may choose only one concentration. Management is a relatively structured program of courses that are completed in the junior and senior years after admission to the major.

Areas	Credit Hours	Description
Pre-Major/ Prerequisites	24	ACCT 2121, ACCT 2122, BUSN 1101, ECON 2101, ECON 2102, INFO 2130, MATH 1120 and STAT 1220. Students must have a C or better for all courses and a minimum combined GPA of 2.5 (or 4 Bs and 4 Cs). Students may not exceed two attempts for these courses.

Major	45	Includes courses in Management and required Business Core courses in the Belk College.
General Education <i>(not satisfied by other major requirements)</i>	31	ENGL 1101 and ENGL 1102 satisfy the First Year Writing requirement, ECON 2101, MATH 1120 and STAT 1220 satisfy General Education Social Science and Mathematics requirements. COMM 3160 satisfies one Writing Intensive and the Oral Communications requirement.
Related Work	-	
Foreign Language	-	
Electives	20	As needed to complete 120 hours total for the degree. 50% of all hours must be classified as “non-business” (offered outside of the Belk College). Some General Education coursework may be used to satisfy 50%.
Total Credit Hours	120	

SUGGESTED PLAN OF STUDY – CONCENTRATION IN TALENT MANAGEMENT

Freshman Year					
Course Number	Course Title	Credit Hours	General Education	W/O Course	Notes
<i>Fall Semester</i>					
ENGL 1101	Writing and Inquiry in Academic Contexts I	3	X		
MATH 1100	College Algebra and Probability	3	X		
	Natural Science w / Lab	4	X		
LBST 11XX	LBST 1100 Series: Arts and Society	3	X		
BUSN 1101	Introduction to Business & Professional Development	3			Progression Course
<i>Spring Semester</i>					
ENGL 1102	Writing and Inquiry in Academic Contexts II	3	X		
MATH 1120	Calculus	3	X		Progression Course
INFO 2130	Introduction to Business Computing	3			Progression Course
LBST 2101	Western Cultural and Historical Awareness	3	X		
	Non-Business Elective	3			

31 Credit Hours for Year

Sophomore Year					
Course Number	Course Title	Credit Hours	General Education	W/O Course	Notes
<i>Fall Semester</i>					
ACCT 2121	Principles of Accounting I	3			Progression Course
ECON 2101	Principles of Economics – Macro	3	X		Progression Course
STAT 1220	Elements of Statistics	3	X		Progression Course
	Natural Science	3	X		
LBST 2102	Global and Intercultural Connections	3	X		
<i>Spring Semester</i>					
ACCT 2122	Principles of Accounting II	3			Progression Course
ECON 2102	Principles of Economics - Micro	3			Progression Course
	Writing Intensive Course	3	X	W	
LBST 22XX	LBST 2200 Series: Ethical Issues and Cultural Critique	3	X		
	Non-Business Elective	3			

30 Credit Hours for Year

Junior Year					
Course Number	Course Title	Credit Hours	General Education	W/O Course	Notes
<i>Fall Semester</i>					
MGMT 3140	Management and Organizational Behavior	3			
COMM 3160	Business Communications	3	X	W,O	
INFO 3130	Management Information Systems	3			
OPER 3100	Operations Management	3			
	Non-Business Elective	3			
<i>Spring Semester</i>					
MGMT 3241	Acquiring & Maintaining Talent	3			
MGMT 3282	Managerial Ethics	3			
BLAW 3150	Business Law I	3			
MKTG 3110	Marketing Concepts	3			
	Non-Business Elective	3			

30 Credit Hours for Year

Senior Year					
Course Number	Course Title	Credit	General	W/O	Notes

		Hours	Education	Course
<i>Fall Semester</i>				
MGMT 3242	Developing & Retaining Talent	3		
MGMT 3243	Employment Law	3		
ECON 3125	Managerial Economics	3		
FINN 3120	Financial Management	3		
	Non-Business Elective	3		
<i>Spring Semester</i>				
	MGMT Elective	3		
MGMT 3287	Managerial Leadership	3		
MGMT 3280	Business Policy	3		
	General Elective	3		
	General Elective	3		

30 Credit Hours for Year

ADVISING RESOURCES

- General Education Requirements for ALL Students: ucol.uncc.edu/general-education
- Undergraduate Catalog: catalog.uncc.edu
- Central Advising website: advising.uncc.edu
- Belk College of Business advising website: belkcollege.uncc.edu/undergraduate-programs/advising
- University Advising Center website: advisingcenter.uncc.edu

SUGGESTED PLAN OF STUDY – CONCENTRATION IN ORGANIZATIONAL MANAGEMENT

Freshman Year					
Course Number	Course Title	Credit Hours	General Education	W/O Course	Notes
<i>Fall Semester</i>					
ENGL 1101	Writing and Inquiry in Academic Contexts I	3	X		
MATH 1100	College Algebra and Probability	3	X		
	Natural Science w / Lab	4	X		
LBST 11XX	LBST 1100 Series: Arts and Society	3	X		
BUSN 1101	Introduction to Business & Professional Development	3			Progression Course
<i>Spring Semester</i>					
ENGL 1102	Writing and Inquiry in Academic Contexts II	3	X		
MATH 1120	Calculus	3	X		Progression Course
INFO 2130	Introduction to Business Computing	3			Progression Course
LBST 2101	Western Cultural and Historical Awareness	3	X		
	Non-Business Elective	3			

31 Credit Hours for Year

Sophomore Year					
Course Number	Course Title	Credit Hours	General Education	W/O Course	Notes
<i>Fall Semester</i>					
ACCT 2121	Principles of Accounting I	3			Progression Course
ECON 2101	Principles of Economics – Macro	3	X		Progression Course
STAT 1220	Elements of Statistics	3	X		Progression Course
	Natural Science	3	X		
LBST 2102	Global and Intercultural Connections	3	X		
<i>Spring Semester</i>					
ACCT 2122	Principles of Accounting II	3			Progression Course
ECON 2102	Principles of Economics - Micro	3			Progression Course
	Writing Intensive Course	3	X	W	
LBST 22XX	LBST 2200 Series: Ethical Issues and Cultural Critique	3	X		
	Non-Business Elective	3			

30 Credit Hours for Year

Junior Year					
Course Number	Course Title	Credit Hours	General Education	W/O Course	Notes
<i>Fall Semester</i>					
MGMT 3140	Management and Organizational Behavior	3			
COMM 3160	Business Communications	3	X	W,O	

INFO 3130	Management Information Systems	3
OPER 3100	Operations Management	3
	Non-Business Elective	3
<i>Spring Semester</i>		
MGMT 3260	Managerial Communication	3
MGMT 3282	Managerial Ethics	3
BLAW 3150	Business Law I	3
MKTG 3110	Marketing Concepts	3
	Non-Business Elective	3

30 Credit Hours for Year

Senior Year					
Course Number	Course Title	Credit Hours	General Education	W/O Course	Notes
<i>Fall Semester</i>					
MGMT 3275	International Management	3			
MGMT 3277	Entrepreneurship	3			
ECON 3125	Managerial Economics	3			
FINN 3120	Financial Management	3			
	Non-Business Elective	3			
<i>Spring Semester</i>					
	MGMT Elective	3			
MGMT 3287	Managerial Leadership	3			
MGMT 3280	Business Policy	3			
	General Elective	3			
	General Elective	3			

30 Credit Hours for Year

ADVISING RESOURCES

- General Education Requirements for ALL Students: ucol.uncc.edu/general-education
 - Undergraduate Catalog: catalog.uncc.edu
 - Central Advising website: advising.uncc.edu
 - Belk College of Business advising website: belkcollege.uncc.edu/undergraduate-programs/advising
- University Advising Center website: advisingcenter.uncc.edu

Current Management Curriculum/Major

Core Courses:

- MGMT 3140 – Management and Organizational Behavior
- MGMT 3280 – Business Policy

Major Courses:

- MGMT 3241 - Human Resource Management
- MGMT 3287 – Managerial Leadership

Major Electives (Select 4):

- MGMT 3000 – Topics in Management
- MGMT 3170 – Ethics and Global Capitalism
- MGMT 3243 – Employment Law
- MGMT 3260 – Managerial Communication
- MGMT 3274 – International Business Processes and Problems
- MGMT 3275 – International Management
- MGMT 3277 – Entrepreneurship
- MGMT 3282 – Managerial Ethics
- MGMT 3400 – Professional Internship
- MGMT 3800 – Directed Study

