

PALOMAR COLLEGE
COURSE OUTLINE OF RECORD FOR
DEGREE CREDIT COURSE

 X Transfer course X A.A. degree applicable course

(check all that apply)

COURSE NUMBER AND TITLE: BMGT 115 Organizational Theory and Design

UNIT VALUE: 3

MINIMUM NUMBER OF SEMESTER HOURS: 48

BASIC SKILLS REQUIREMENTS:

Appropriate language and computational skills.

ENTRANCE REQUIREMENTS: None.

PREREQUISITE:

COREQUISITE:

RECOMMENDED PREPARATION:

SCOPE OF COURSE:

Policies and methods of organization in business enterprises of various types and sizes. Functional components of business organization: Planning, controlling, coordinating, and directing to meet organizational objectives. Establishing lines of authority and functions of departments or units with emphasis on systems management.

SPECIFIC COURSE OBJECTIONS: Successful students will

1. be able to analyze classical management principles;
2. be able to identify various management styles at work;
3. be able to explain a variety of management styles;
4. be able to apply supervisory principles to the complexities of modern management;

5. be able to evaluate the decision making process in business;
6. be able to explain the dynamic nature and the pervasiveness of business;
7. be able to apply supervisory principles to the relationships among societies, the individual, and business;
8. be able to put into practice the tools and methods to measure and control organizational performance;
9. will have a better understanding of the value of diversity;
10. understand the total quality management (T.Q.M.) process.

CONTENT IN TERMS OF SPECIFIC BODY OF KNOWLEDGE:

- I. Importance of Management
- II. Management Functions
- III. Management Resources
- IV. Plans and Planning Tools
- V. Decisions and Decision Making Tools
- VI. Defining Leadership
- VII. Groups and How They Operate in Organizations
- VIII. Controlling and Tools Used in Determining Control Effectiveness
- IX. Work Force Diversity
- X. Total Quality Management (T.Q.M.)

REQUIRED READING:

Daft, Richard L., Organization Theory and Design. Ohio: Southwestern College, 1998.

SUGGESTED READING:

Business Week.
Newsweek.
Wall Street Journal.

REQUIRED WRITING:

One-page typewritten decision making plan.

A company Mission Statement along with a job description and related performance standards.

A two-page report on leadership from the film "12 o'clock High."

OUTSIDE ASSIGNMENTS:

Students are expected to spend a minimum of three hours per unit per week in class and on outside assignments, prorated for short term classes.

Read textbook assignments.

INSTRUCTIONAL METHODOLOGY:

Check all that apply:

- lecture
- laboratory
- lecture-laboratory combination
- directed study

This course may be offered as a distance education course and meets Title 5 regulations 55370, 55372, 55374, 55376, 55378, and 55380.

Yes No

If yes, check all that apply. (See guidelines for preparation for definitions.)

- telecourse
- mediated instruction
- computer assisted instruction

GRADING POLICY AND STANDARDS (include methods of determining whether the stated objectives have been met by students):

Midterm	30%	A = 100-90%
Quizzes	24%	B = 89-80%
Projects	6%	C = 79-70%
Report	10%	D = 69-60%
Final	<u>30%</u>	F = below 60%
	100%	

IS COURSE REPEATABLE FOR REASON(S) OTHER THAN DEFICIENT GRADE?

Yes Midterm	30%	A = 100-90%
Quizzes	24%	B = 89-80%
Projects	6%	C = 79-70%
Report	10%	D = 69-60%
Final	<u>30%</u>	F = below 60%
	100%	

Yes No Number of times course may be taken for credit: 1

If yes, identify specific provision of Title 5 Division 2 section(s) 55761-55763 and 58161 which qualifies course as repeatable:

CONTACT PERSON: Rena Stevens, Ext. #2490.

SIGNATURES:

SIGNATURES ON FILE