

# MANAGEMENT (MGMT)

## MGMT C100 3 Units (54 lecture hours)

### Principles of Management

**Advisory:** First-time and returning students are advised to consider taking this course in the 16-week format.

**Grading Mode:** Standard Letter, Pass/No Pass

**Transfer Credit:** CSU.

Principles of Management provides a comprehensive review of the role of management in the modern business environment. This course is for new and/or potential supervisors and managers. You will be introduced to the terminology, theories, and principles that make up the core of business management: planning, organizing, leading, and controlling. You will explore the workplace impact of various social and cultural experiences and perspectives related to gender, age, ethnicity, and disability, as customer-focused leadership requires diverse teams and the inclusion of a broad spectrum of voices. Graded or Pass/No Pass option.

## MGMT C111 3 Units (54 lecture hours)

### Human Resource Management

**Grading Mode:** Standard Letter, Pass/No Pass

**Transfer Credit:** CSU.

This course provides an introduction to the human resources function and related elements and activities while focusing on the crucial role of effective human resource management in achieving organizational success. It emphasizes the ways human resource management can provide a competitive edge and support corporate strategies. It examines the diversity of today's workforce and the economic, social, legislative, and attitudinal changes affecting human resources as well as key functions such as recruitment, equal opportunity, selection, development, appraisal, retention, compensation, and labor relations. Students will be exposed to the view of HRM from the perception of both management and subordinate employees. Graded or Pass/No Pass option.

## MGMT C115 3 Units (54 lecture hours)

### Human Relations in Business

**Grading Mode:** Standard Letter, Pass/No Pass

**Transfer Credit:** CSU.

This course takes you on a journey to discover how to leverage your individuality to be an asset to global organizations. This journey includes exploring the influence of individual differences, interpersonal dynamics, and culture on human relations. The focus is on applying social science principles within an organizational framework to build and maintain relationships with diverse people in various situations. Special attention is given to diversity in the workplace while highlighting the business benefits of intentional inclusion. You will learn to utilize problem-solving, critical thinking, and human relations skills to become an influential leader in today's business environment. Graded or Pass/No Pass option.

## MGMT C144 3 Units (54 lecture hours)

### Introduction to Leadership

**Grading Mode:** Standard Letter, Pass/No Pass

**Transfer Credit:** CSU.

This is an introductory participative course designed for individuals wanting to improve their current leadership and management skills. Interpersonal skills topics include defining leadership, assessing one's own personality and leadership style in the workplace. Team topics include building effective teams, influence and adaptive leadership, situational power, developing followers and goal setting, fostering diversity, equity, and inclusion in the team environment, motivation, and decision-making. Supervisory and management topics include leadership ethics, running effective projects and meetings, motivating and coaching team members, gaining power and influence, managing conflict, leading through change, and developing future leaders. Graded or Pass/No Pass option.

## MGMT C160 3 Units (54 lecture hours)

### Foodservice Management

**Grading Mode:** Standard Letter, Pass/No Pass

**Transfer Credit:** CSU.

This course is the study of personnel, communication, and business operation as they pertain to dietary managers. Course content covers recruiting, staffing, scheduling, educating, and managing personnel as well as managing operation and capital budget, purchasing, and implementing cost-effective procedures. This course is identical to FN C190. Graded or Pass/No Pass option.

## MGMT C161 3 Units (54 lecture hours)

### Introduction to Health Care Management

**Grading Mode:** Standard Letter, Pass/No Pass

**Transfer Credit:** CSU.

This course introduces students to the subject of Health Care Management and prepares them to start their career in that field. It covers all aspects of management such as communication, coordination, leadership, planning, and decision making. In addition, it also covers organization design, staffing, and budgeting within the context of health care management and administration. This course is identical to HLTH C121. Graded or Pass/No Pass option.

**MGMT C171 3 Units (54 lecture hours)****Supply Chain Management Fundamentals****Grading Mode:** Standard Letter, Pass/No Pass**Transfer Credit:** CSU.

This course introduces students to the many functions and roles within supply chain management. It provides an overview of the basics of supply chain management's role within organizations. Key elements of this course include the definition of supply chain and the various flows within the supply chain (i.e., customer service, manufacturing and service operations, order management, procurement, and supply management, demand planning, inventory management, warehousing operations, and transportation operations). It also includes an explanation of how the supply chain supports organizations' strategic and financial goals. This course prepares students to successfully pass the Supply Chain Management Principles certification examination. Some of the content for this course was developed by the Leveraging, Integrating, Networking, Coordinating Supplies (LINCS) in Supply Chain Management Consortium. Credentials are awarded by the Council of Supply Chain Management Professionals (CSCMP). Graded or Pass/No Pass option.

**MGMT C172 3 Units (54 lecture hours)****Warehousing Operations****Grading Mode:** Standard Letter, Pass/No Pass**Transfer Credit:** CSU.

This course introduces warehousing operations including the processes, procedures, tools, and equipment within a warehouse facility. Effective and strategic warehousing operations enable an efficient, effective, and comprehensive supply chain. Key elements of this course include: an overview of warehousing, the role of warehousing in the supply chain, facility configuration, storage and handling techniques, performance metrics, customer service considerations, and safety concerns across various types of distribution facilities, including Occupational Health and Safety Administration (OSHA) guidelines. This course will explore the requirements for warehousing operations ranging from a simple, single storage facility to a total distribution or fulfillment network. This course prepares students to successfully pass the Warehousing Operations certification examination. Some of the content for this course was developed by the Leveraging, Integrating, Networking, Coordinating Supplies (LINCS) in Supply Chain Management Consortium. Credentials are awarded by the Council of Supply Chain Management Professionals (CSCMP). Graded or Pass/No Pass option.