

MGMT C115: HUMAN RELATIONS IN BUSINESS

Item	Value
Curriculum Committee Approval Date	12/08/2023
Top Code	050630 - Management Development and Supervision
Units	3 Total Units
Hours	54 Total Hours (Lecture Hours 54)
Total Outside of Class Hours	0
Course Credit Status	Credit: Degree Applicable (D)
Material Fee	No
Basic Skills	Not Basic Skills (N)
Repeatable	No
Open Entry/Open Exit	No
Grading Policy	Standard Letter (S), • Pass/No Pass (B)

Course Description

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. Transfer Credit: CSU.

Course Level Student Learning Outcome(s)

1. Using organizational behavior theories, develop action plans to develop and maintain relationships for various organizational scenarios.
2. Develop a personal brand strategy based on a self-assessment for in-person and online networking opportunities.
3. Develop a plan using social science principles to overcome communication barriers found within an organization.

Course Objectives

- 1. Identify and describe different leadership styles.
- 2. Differentiate power's various forms and dimensions, including personal, positional, informational, and referent power.
- 3. Explain negotiation processes' principles, strategies, and dynamics.
- 4. Relate motivational theories to practical situations in the workplace.
- 5. Analyze the relationship between motivation and individual or team performance.
- 6. Illustrate moral and ethical theories to determine how they influence decision-making
- 7. Analyze sociocultural theories related to self-identity to understand how self-perception influences values and behavior

- 8. Explain how your online presence can help or hinder your personal brand.
- 9. Evaluate various organizational structures and their impacts on the organization.
- 10. Describe how various workplace policies and government regulations impact employee conduct and communication.
- 11. Employ diversity and inclusion concepts, recognize the value of diverse perspectives, and apply strategies to foster a more inclusive and equitable workplace.
- 12. Evaluate and interpret various psychological factors to gain insights into human behaviors in the workplace.
- 13. Compare and contrast different conflicts, including interpersonal, intragroup, intergroup, and organizational conflicts.

Lecture Content

Human Relations: The Key to Personal Growth and Career Success
Introduction to Human Relations Improving Personal and Organizational Communication Career Success Begins with Knowing Yourself
Understanding Your Communication Style Building High Self-Esteem
Personal Values Influence Ethical Choices Attitudes Can Shape Your Life
Motivating Yourself and Others Personal Strategies for Improving Human Relations Achieving Emotional Balance in a Chaotic World Building Stronger Relationships with Positive Energy Developing a Professional Presence Team Building and Working Together Team Building: A Leadership Strategy Resolving Conflict and Dealing with Difficult People
Special Challenges in Human Relations Valuing Workforce Diversity and Inclusion The Changing Role of Men and Women A Life Plan for Effective Human Relations

Method(s) of Instruction

- Lecture (02)
- DE Live Online Lecture (02S)
- DE Online Lecture (02X)

Instructional Techniques

This course may be taught using multiple methods of support including classroom, video, audio, multi-media, and online strategies. Instructors utilize learning strategies, including lectures; cooperative learning groups; written homework assignments; self-paced independent study using textbooks, video lessons, audio segments, computer software, or online systems; demonstrations or discussions; presentations by students to software or online systems; demonstrations or discussions; presentations by students to the instructor or for class presentation; research projects; journals; and various types of assessment by quiz and exam, including open-ended, close-ended, multiple choice, and essay.

Reading Assignments

Students will read assigned textbooks and periodicals and will participate in class discussions

Writing Assignments

Written Critical Thinking assignments and/or projects.

Out-of-class Assignments

Students will be required to do research for short answer/homework questions and for written Critical Thinking assignments. Students may give individual or group presentations.

Demonstration of Critical Thinking

A written critical thinking analysis related to text material or as workbook supplements for students to determine data comparability and statistical analysis

Required Writing, Problem Solving, Skills Demonstration

Primary/secondary research, presentation organization, and online data search/manipulation.

Eligible Disciplines

Business: Master's degree in business, business management, business administration, accountancy, finance, marketing, or business education OR bachelor's degree in any of the above AND master's degree in economics, personnel management, public administration, or Juris Doctorate (J.D.) or Legum Baccalaureus (LL.B.) degree OR bachelor's degree in economics with a business emphasis AND master's degree in personnel management, public administration, or J.D. or LL.B. degree OR the equivalent. Master's degree required. Management: Master's degree in business administration, business management, business education, marketing, public administration, or finance OR bachelor's degree in any of the above AND master's degree in economics, accountancy, taxation, or law OR the equivalent. Master's degree required.

Textbooks Resources

1. Required Black, J. S., Bright, D. S. . Organizational Behavior, 1.0 ed. Houston, Texas: OpenStax, 2019

Other Resources

1. Coastline Library 2. Current business magazine and newspaper articles pertaining to business.