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BROWARD COLLEGE

Define yourself.

To: Members of the Board of Trustees

From: J. David Armstrong Jr., President

Date: October 27, 2009

Place: Regular Meeting of the Board of Trustees
Broward College
Willis Holcombe Center
111 East Las Olas Boulevard
Ft. Lauderdale, FL 33301

Subject: Agenda Item V-G-1 - New Courses for BAS Degree in
Supervision and Management

Brief Description: Thirteen new upper division courses support the delivery of a new BAS Degree in Supervision and Management.

Benefit to BC: The Bachelor of Applied Science Degree in Supervision and Management provides individuals who hold an Associate in Science (A.S.) or Associate in Applied Science (A.A.S.) degree the opportunity to apply their program credits toward a 120 hour BAS degree. Students completing this program and its 13 upper division courses will have the skills and knowledge required to become successful managers and leaders within public, private and non-profit organizations. The curriculum offers a practical approach to understanding supervision and management.

The Bachelor of Applied Science Degree in Supervision and Management is proposed to address workforce demands in South Florida. The State of Florida has identified this degree program as a "high demand-high need" initiative. Current projections indicate that by 2014 Broward County will require 8,355 workers in the Supervision and Management field.

Relationship to College Master Plan: The new courses are directly aligned with the following Broward College Goals:

- Goal 1: Student Success. Promote student success through high quality learning-centered programs and services while continuously evaluating and improving student learning outcomes that reflect the highest academic standards.
- Goal 3: Access, Enrollment and Workforce Demand. Monitor and provide maximum access to learners to support increased workforce and enrollment demands and align workforce education programs with skill requirements of the new economy.

Board Agenda Approved: _____
Date: 10/1/2009

Agenda Item V-G
Enclosure 1

**BOARD OF TRUSTEES
AGENDA TRANSMITTAL SHEET**

To: President Armstrong

Date: 10/01/2009

From: Vice President Russ Adkins

Subj: Monthly Curriculum Committee Items

Issue: September 2009 Curriculum Items: New Courses for Bachelor of Applied Science Degree in Supervision and Management

Background/Analysis: The Curriculum Committee unanimously approved 13 new courses leading to the B.A.S. Degree in Supervision and Management at its September, 2009 meeting. Course descriptions and prerequisite/co-requisite requirements are included with this transmittal.

Fiscal Impact: The College has budgeted \$562,680 for the BAS program in the 2009-10 fiscal year and \$555,180 for the 2010-11 fiscal year. Student tuition and state support will serve as the primary sources of revenue for the degree program. Based on projected enrollment, the program will be self-sustaining within one year of implementation.


Provost, North Campus


Vice President for Academic Affairs

Staff Position: Recommend Approval

THIS RECOMMENDED ACTION MEETS THE FOLLOWING ELEMENT(S) OF THE COLLEGE'S MISSION STATEMENT:

<input checked="" type="checkbox"/> Providing high quality educational programs	<input type="checkbox"/> Providing high quality services
<input checked="" type="checkbox"/> Providing for affordability to a diverse community of learners	<input checked="" type="checkbox"/> Providing for accessibility to a diverse community of learners
<input checked="" type="checkbox"/> Commitment to student achievement	<input checked="" type="checkbox"/> Commitment to lifelong learning
<input checked="" type="checkbox"/> Commitment to academic excellence	<input checked="" type="checkbox"/> Providing use of current technology

BRIEFLY DESCRIBE HOW THIS RECOMMENDATION ACHIEVES THE ABOVE ELEMENT(S) IN THE COLLEGE'S MISSION STATEMENT:

These courses enable the delivery of a new B.A.S. Degree in Supervision and Management. The thirteen courses and the BAS degree directly align with the college's mission: 1) to achieve student success by developing informed and creative students capable of contributing to a knowledge- and service-based global society; and 2) offering select baccalaureate degree programs.

Minority Firm: Yes ___ No ___ N/A ___ X ___

Broward Firm: Yes ___ No ___ N/A ___ X ___

MEMORANDUM

TO: J. David Armstrong, Jr., President
Broward College

FROM: Russ Adkins
Vice President for Academic Affairs

Barbara Bryan
Provost, North Campus

RE: September Curriculum Items: New and Revised Courses

DATE: October 1st, 2009

New Courses: *(with indicated special fee totals, if applicable)*

The following new courses were endorsed by the Curriculum Committee:

BUSINESS, TECHNOLOGY & MANAGEMENT, 3000 – 4000 Level

BUL3130 Business Law and Ethics

This course explores the nature of legal, ethical and societal environments of business. Emphasis is placed on business's social, legal, political and ethical responsibilities to both external and internal groups for business. Topics include corporate social responsibility, legal, political, and ethical aspects of business, state and federal laws, contracts, intellectual property, employment law, product liability, safety issues and environmental regulation.

Prerequisites: None Corequisites: none
Credit Hours: 3 Clock Hours: 48 Lecture Hours: 48

FIN4461 Financial Statement Analysis

This course explores methods of deriving information from financial statements, including both published documents and privately prepared reports that would be of interest to lenders and investors. Extensive use is made of computer assisted financial planning and forecasting models.

Prerequisites: None Corequisites: none
Credit Hours: 3 Clock Hours: 48 Lecture Hours: 48

GEB3212 Business Writing

This course focuses on techniques to improve writing skills. The course will use a workshop format that relies on writing assignments, discussions, and classroom activities. An emphasis on global business writing will be included.

Prerequisites: None Corequisites: none
Credit Hours: 3 Clock Hours: 48 Lecture Hours: 48

MAN3162 Customer Relations for Managers

This course teaches relationship building for all customers of an organization. The impact of culture and diversity on business relationships, successful negotiation strategies, and promotion of the organization through media relations are discussed.

Prerequisites: None Corequisites: none
Credit Hours: 3 Clock Hours: 48 Lecture Hours: 48

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MAN3240 Applied Organizational Behavior

This course teaches students individual and group behavior in organizations. Students develop an understanding of how organizations can be managed more effectively. Course content includes motivation, group dynamics, conflict resolution, goal setting and rewards, job design, work stress, power/politics, and organizational change and development.

Prerequisites: None Corequisites: none
Credit Hours: 3 Clock Hours: 48 Lecture Hours: 48

MAN3303 Management and Leadership

This course teaches students the basic concepts, principles, and techniques of business leadership. Emphasis is on developing a solid leadership foundation while centering in the real themes, demands, and opportunities of an evolving and dynamic business workplace. The course incorporates basic leadership skill development as it relates to the core aspects of management practice.

Prerequisites: None Corequisites: none
Credit Hours: 3 Clock Hours: 48 Lecture Hours: 48

MAN3310 Human Resource Management

This course introduces the full range of human resource management functional areas, including recruiting and hiring staff, performance evaluations, employment regulations, discipline and termination, downsizing, compensation and benefits, job analysis, the organized labor setting, equity/diversity issues, and policy design. The approach will focus on current issues and applications.

Prerequisites: None Corequisites: none
Credit Hours: 3 Clock Hours: 48 Lecture Hours: 48

MAN3930 Seminar in Business and Management

This course focuses on current and emerging issues in business management. Its format and topic will vary but will be a full day or half day seminar conducted by one or more industry subject matter experts who will address a specific business and management topic such as financial markets, international trade, human resources, cultural issues or economic subjects. The requirements of each student will vary with the topics in question. This course may be taken 2 times for a total of 2 credits.

Prerequisites: None Corequisites: none
Credit Hours: 1 Clock Hours: 16 Lecture Hours: 16

MAN4102 Managing Cultural Diversity

This course represents the basic concepts, principles, and techniques associated with leading cultural diversity in the global marketplace. Emphasis will be on the students developing an understanding of the interplay between leadership, cultural diversity, and the global business models. Students will also gain an understanding of how these concepts relate to and are applied in the regional markets like Asia, Latin America, Europe, Africa and the Middle East.

Prerequisites: None Corequisites: none
Credit Hours: 3 Clock Hours: 48 Lecture Hours: 48

MAN4120 Leadership Challenges and Supervision

This course teaches the application of leadership theories, which include skill formation to develop leadership abilities. Team building skills are emphasized and discussed to enhance leadership effectiveness. Students learn the importance of visioning in their organizations.

Prerequisites: None Corequisites: none
Credit Hours: 3 Clock Hours: 48 Lecture Hours: 48

MAN4504 Operations Management

This course teaches the operational decision-making management techniques to improve the processes and productivity in organizations. Topics discussed are quality and outcomes; efficiency; forecasting; work flow processes; inventory control; design of goods and services; waiting lines; and critical path. Managing a project from beginning to end, including how to identify needs, and define, assign, and track items, is addressed.

Prerequisites: None Corequisites: none
Credit Hours: 3 Clock Hours: 48 Lecture Hours: 48

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MAN4702 Strategic Management and Policy

This course emphasizes strategic planning and strategy implementation in an organization. Students learn how to perform internal and external audits, identify problems, and formulate goals and objectives. Students will develop action plans, and evaluate the effectiveness of the outcome of the plan. Case studies are used to promote decision-making abilities.

Prerequisites and Corequisites (both):

BUL 3130 Business Law and Ethics	GEB 3212 Business Writing
MAN 3162 Customer Relations for Managers	MAN 3240 Applied Organizational Behavior
MAN 3303 Management and Leadership	MAN 3310 Human Resource Management
MAN 4504 Operations Management	MAN 4102 Managing Cultural Diversity
FIN 4461 Financial Statement Analysis	MAN 4120 Leadership Challenges and Supervision
MAN 3930 Seminar in Business and Management	

Credit Hours: 3 Clock Hours: 48 Lecture Hours: 48

MAN4900 Capstone Project

This capstone course will provide the opportunity for the student to demonstrate that he/she has learned the material from the program and can apply it in the real world. It should be taken during the student's last semester at the college. It provides to the student with the opportunity to develop a plan to solve a problem dealing with management and organizational leadership issues of today. The student will choose one major plan to address the problem in detail.

Prerequisites and Corequisites (both):

BUL 3130 Business Law and Ethics	GEB 3212 Business Writing
MAN 3162 Customer Relations for Managers	MAN 3240 Applied Organizational Behavior
MAN 3303 Management and Leadership	MAN 3310 Human Resource Management
MAN 4504 Operations Management	MAN 4102 Managing Cultural Diversity
FIN 4461 Financial Statement Analysis	MAN 4120 Leadership Challenges and Supervision
MAN 3930 Seminar in Business and Management	

Credit Hours: 3 Clock Hours: 48 Lecture Hours: 48

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