



## North Central State College

### MASTER SYLLABUS

2025-2026

- A. Academic Division: Engineering Technology, Business & Criminal Justice Division
- B. Discipline: Business Administration
- C. Course Number and Title: BUSM1050 Management
- D. Assistant Dean: Brooke Miller, M.B.A.
- E. Credit Hours: 3
- F. Prerequisites: BUSM 1010 or 22 semester hours
- G. Last Course/Curriculum Revision Date: Spring 2024      Origin date: 09/20/2011
- H. Textbook(s) Title:

*Principles of Management*

- Authors: Bauer
- Copyright Year: 2021
- Edition: Version 5.0
- ISBN: 9781453337714

- I. Workbook(s) and/or Lab Manual: None
- J. Course Description: A study of the principles and practices relating to the successful management of modern business. Topics include planning, organizing, designing, and decision-making. Ethics and organizational change are also covered. Cases are used to provide practice in the application of management concepts.
- K. College-Wide Learning Outcomes

College-Wide Learning Outcomes	Assessments - - How it is met & When it is met
Communication – Written	
Communication – Oral	
Intercultural Knowledge and Competence	International Business Culture Case Study – Intercultural Knowledge and Competence VALUE Rubric – first half of the term.
Critical Thinking	
Information Literacy	
Quantitative Literacy	

L. Course Outcomes and Assessment Methods:

Upon successful completion of this course, the student shall:

Outcomes	Assessments – How it is met & When it is met
1. Management Fundamentals: Demonstrate knowledge of fundamental concepts and principles for managing organizations and employees.	Exams; Homework; Participation; Presentation; Case Studies; Research Paper. Introduction of fundamental concepts and history outcomes start of term and then more extensive treatment of major topics in subsequent weeks throughout the semester.
2. Groups and Teams: Demonstrate knowledge of individual and group behavior, as well as the functioning of work teams.	Exams; Homework; Participation; Presentation; Case Studies; Research Paper. Groups and Team outcomes met in second half of term.
3. Decision Making and Ethics: Illustrate an awareness of factors that influence individual and group decision-making processes for managers and organizations.	Exams; Homework; Participation; Presentation; Case Studies; Research Paper. Decision making outcomes met in the beginning of term. Social Responsibility and Ethics outcomes met in first half of the term.
4. Motivation and Engagement: Describe the major theories of motivation and apply them to work situations.	Exams; Homework; Participation; Presentation; Case Studies; Research Paper. Outcomes met in second half of term.
5. Structure and Design: Understand the relationship of organizational structure and design to complement the organization's strategy and its industry	Exams; Homework; Participation; Presentation; Case Studies; Research Paper. Outcomes met in second half of term.
6. Planning Change and Innovation: Describe the techniques for leading change and innovation.	Exams; Homework; Participation; Presentation; Case Studies; Research Paper. Outcomes met in first half of the term.
7. Human Resource Management: Demonstrate knowledge of human capital management practices including talent acquisition, performance management, and talent development	Exams; Homework; Participation; Presentation; Case Studies; Research Paper. Outcomes met in second half of term.
8. Leadership: Demonstrate knowledge of leadership theories and the impact leaders have on organizations.	Exams; Homework; Participation; Presentation; Case Studies; Research Paper. Outcomes met in second half of term.
9. Organizational Culture: Demonstrate an understanding of the nature and components of organizational culture, as well as an understanding of how culture can impact individual, group, and organizational performance.	Exams; Homework; Participation; Presentation; Case Studies; Research Paper. Outcomes met in first half of the term.
10. Individual Differences: Demonstrate an understanding of the concepts of individual differences, diversity, and related behavioral issues in the workplace, as well as how they impact organizational performance.	Exams; Homework; Participation; Presentation; Case Studies; Research Paper. Outcomes met in first half of the term.

\*Outcomes derived from TAG #OBU012

M. Recommended Grading Scale:

NUMERIC	GRADE	POINTS	DEFINITION
93–100	A	4.00	Superior
90–92	A-	3.67	Superior
87–89	B+	3.33	Above Average
83–86	B	3.00	Above Average
80–82	B-	2.67	Above Average
77–79	C+	2.33	Average
73–76	C	2.00	Average
70–72	C-	1.67	Below Average
67–69	D+	1.33	Below Average
63–66	D	1.00	Below Average
60–62	D-	0.67	Poor
00–59	F	0.00	Failure

N. College Procedures/Policies:

North Central State College believes that every student is a valued and equal member of the community.\* Every student brings different experiences to the College, and all are important in enriching academic life and developing greater understanding and appreciation of one another. Therefore, NC State College creates an inclusive culture in which students feel comfortable sharing their experiences.

Discrimination and prejudice have no place on the campus, and the College takes any complaint in this regard seriously. Students encountering aspects of the instruction that result in barriers to their sense of being included and respected should contact the instructor, assistant dean, or dean without fear of reprisal.

\* *Inclusive of race, color, religion, gender, gender identity or expression, national origin (ancestry), military status (past, present or future), disability, age (40 years or older), status as a parent during pregnancy and immediately after the birth of a child, status as a parent of a young child, status as a foster parent, genetic information, or sexual orientation*

**Important information regarding College Procedures and Policies can be found on the syllabus supplement located at**

**<https://ncstatecollege.edu/documents/President/PoliciesProcedures/PolicyManual/Final%20PDFs/14-081b.pdf>**



North Central State College  
SYLLABUS ADDENDUM

**Academic Division:** Engineering Technology, Business & Criminal Justice      **Discipline:** Business Administration  
**Course Coordinator:** Alex Goff  
**Course Number:** BUSM-1050      **Course Title:** Management  
**Semester / Session:** SP 2026 / Session A      **Start / End Date:** 01/12/2026 thru 03/06/2026

**Instructor Information**

**Name:** Alex Goff      **Credentials:** MBA  
**Phone Number:** 419-961-5644      **E-Mail Address:** agoff@ncstatecollege.edu  
**Office Location:** Virtual      **Office Hours:** Upon Request

**I. Topical Timeline / Course Calendar (Subject to Change):**

Weeks	Topics	Assignment	Due Date
1	Chapter 1 & 2:  Introduction to Management/ History, Trends and Ethics	Chapter 1 & 2 Discussions Chapter 1 & 2 Worksheets Orientation Quiz Chapter 2 Exercise	At close of week 1 as designated in Canvas
2	Chapter 4 & 10:  Mission, Vision & Values/ Decision Making	Chapter 4 Worksheet Chapter 4 Discussion Chapter 1, 2, 10 Quiz Chapter 4 Quiz Chapter 10 Exercise Mission Analysis Exercise	At close of week 2 as designated in Canvas
3	Chapter 5 & 6:  Strategic Management/ Goals & Objectives	Chapter 5 & 6 Worksheet Chapter 5 Discussion Chapter 5 Quiz Netflix Case Study Reflection Weeks 1-3	At close of week 3 as designated in Canvas
4	Chapter 7 & 8:  Organizational Structure & Change/ Organizational Culture	Chapter 7 & 8 Worksheets Chapter 7 & 8 Discussion Chapter 7 Quiz Company Culture Case Study	At close of week 4 as designated in Canvas
5	Chapter 11 & 12:  Communication in Organization/ Managing Groups & Teams	Chapter 11 & 12 Worksheet Chapter 11 Discussion Chapter 12 Quiz Communications Exercise	At close of week 5 as designated in Canvas
6	Chapter 3 & 13:  Personality, Attitudes and Work Behaviors/ Motivating Employees	Chapter 3 & 13 Worksheets Chapter 3 & 13 Discussion Chapter 3 & 13 Quiz Reflection Weeks 4-6	At close of week 6 as designated in Canvas

Course Number: \_\_\_\_\_  
Semester / Session: \_\_\_\_\_

Course Title: \_\_\_\_\_  
Start / End Date: \_\_\_\_\_

Weeks	Topics	Assignment	Due Date
7	Chapter 9 & 15:  Leading People and Organizations/ Strategic Human Resource Management	Chapter 9 & 15 Worksheet Chapter 9 Discussion Chapter 15 Quiz Leadership Paper	At close of week 7 as designated in Canvas
8	Chapter 14 & Final Paper:  The Essentials of Control	Chapter 14 Worksheet Chapter 14 Discussion Chapter 14 Quiz Final Management Paper	At close of week 8 as designated in Canvas

## II. Grading and Testing Guidelines:

Final Grade Calculation

Activity	Qty	Points	Percentage
Discussions:	11	220	23%
Worksheets	15	225	24%
Quizzes	9	185	20%
Various Exercise Documents	5	140	15%
Reflections	2	40	4%
Leadership Paper	1	30	3%
Management Paper	1	100	11%
Total	44	940	100%

## III. IV. Examination Policy:

- The reasons for which a student will be excused from taking an examination \_\_\_\_\_
  - Hospitalization (with documented verification)
  - Death in the immediate family (with documented verification)
  - Personal illness or illness in immediate family - (doctor's excuse required).
- A student who misses an examination for any reason is responsible for \_\_\_\_\_
  - Contacting me to see if making up that exam is possible
- No makeup opportunity will be given for absences of unscheduled quizzes.

## V. Class Attendance and Homework Make-Up Policy:

- Class attendance is necessary to acquire the knowledge required to \_\_\_\_\_
  - Operate a business
  - Run someone else's business
  - Succeed in the proceeding courses of the business program
- Students are responsible for \_\_\_\_\_
  - Getting themselves to class on time every week
  - Completing assignments on time
  - Contacting me as needed for unforeseen circumstances, questions, etc.
  - Communicating with me for needed accommodations prior to assignments that need accommodation being due

**Course Number:** \_\_\_\_\_  
**Semester / Session:** \_\_\_\_\_

**Course Title:** \_\_\_\_\_  
**Start / End Date:** \_\_\_\_\_

3. There are no face-to-face attendance requirements. It is anticipated that students will be logging into the course frequently (many times each week) and participating. As such, attendance for this course is marked using student participation.

Your attendance may be graded and will be marked each week as:

- a. fully attended (submitting all assignments for the weekly module);
- b. partially attended (submitting some portion of assignments for the weekly module); or
- c. absent (not submitting any assignments for a weekly module).

#### **Homework/Participation Requirements**

4. Students must participate within the first week of the term in order to avoid being dropped for non- participation. This is a college-wide policy. Students must also participate in and achieve at least 67% success by the point of mid-term grade reporting to again avoid being dropped from the course for non- participation (another college-wide policy).
5. Homework can only be made up in extenuating circumstances that are approved in advance by the instructor. Assignments submitted late without instructor approval may not be graded.
6. If an assignment is approved to be submitted and graded late, a 20% minimum penalty will be applied. Only assignments submitted within one week of the due date will be considered for late grading.
7. There are no late assignments accepted after the last day of the term—NO EXCEPTIONS! Any assignments listed with due dates within finals week are final!

#### **VI. Classroom Expectations:**

1. You are expected to conduct yourself in this on-line class in a professional and courteous manner at all times. Please be respectful of other students.
2. All students are expected to demonstrate professional behavior and use language appropriate for the classroom learning experience.
3. You are expected to attend class and actively participate in any collaborative exercises that are being run