

## **ORGANIZATIONAL ADMINISTRATION AND LEADERSHIP**

### **OAL 216 Introduction to Economic Analysis (Offered as Needed) 3 (E)**

This course provides an introduction to microeconomic and macroeconomic concepts such as marginal analysis, profit maximization, unemployment, and inflation. A working knowledge of economics will be developed through applications of these concepts to world events.

### **OAL 305 Group and Organizational Behavior 3 (E)**

This course is a study of group behavior and how it influences organizational effectiveness, with emphasis on decision-making and conflict resolution. Students develop strategies for efficient and productive group management and determine which tasks are handled by groups or by individuals.

### **OAL 309 Issues in Management 3 (E)**

This is an upper level course in the program major. It focuses on functions of management, with attention given to issues in motivation, organizational structure, and change management. Designated professional studies.

### **OAL 313 Organizational Communication 3 (E)**

This course investigates the role of both formal and informal communication in creating a productive organizational environment. It emphasizes communication skills, including making presentations, interpersonal and group interacting, and writing. Designated professional studies.

### **OAL 317 Managerial Economics 3 (E)**

This course focuses upon the principles of economics as they need to be understood and utilized by managers. It stresses practical application of economic principles to the managerial decision-making process. The internationalization of our economy and possible actions affecting economics in all organizations is included. Prerequisites: OAL 216, or BA 220 or BA 221.

### **OAL 319 Statistical Methods and Analysis 3 (E)**

This course offers an introduction to statistics. It provides the background necessary to read statistical reports and graphs, calculate descriptive statistics, use fundamental laws of probability, perform basic tests of hypothesis, and use linear regression. The main focus of the course is to prepare managers to be informed consumers of statistical analyses, rather than statistical analysts themselves.

### **OAL 320 Seminar I 3 (E)**

This seminar provides students with the opportunity to apply the knowledge gained from course work in Term I of the Organizational Administration and Leadership program. Students will encounter real life management problems that relate to the human relations side of management. Emphasis will be placed on methods of inquiry into issues of motivation, communication, behavior and leadership in the workplace; critical thinking in regard to professional and trade literature in management; and team based presentation skills. Also by the end of the seminar students will have identified a topic and completed a review of literature for their program research project.

**OAL 321 Managerial Finance 3 (E)**

This course is the study of the means available for financing various forms of business enterprise. Emphasis on the analysis of problems related to the financing function of management. Designated professional studies.

**OAL 325 Seminar II 3 (E)**

This seminar provides students with the opportunity to apply the knowledge gained from course work in Term II of the Organizational Administration and Leadership program. The course focuses on how to prepare a business plan. Students will work in small groups performing various exercises using skills learned in the second term of the program. By the end of the seminar students will have conducting interviews, surveys, or whatever else that was needed and being a position to start writing the first draft of their program research project.

**OAL 326 Marketing 3 (E)**

This course covers basic marketing theory and terminology through readings, case studies, the Internet, class discussion, writing assignments, and the team project, students will apply these principles and concepts to real world situations. This exploration provides students with an appreciation of the role of marketing in organizational strategic planning; an awareness of how customer behavior and decision data are collected and analyzed in the -marketing planning process; and the confidence to participate with other organizational members to “connect with customers” in a variety of effective and meaningful ways. Designated professional studies.

**OAL 331 Managerial Accounting 3 (E)**

This course covers topics from the field of accounting which are critical to every business organization. Students will learn to use accounting information for evaluation, planning, and control within an organization. Also students will learn to use their understanding to analyze the financial position of a company. Prerequisite: BA 210.

**OAL 333 Human Resource Management 3 (E)**

This course focuses on the policies and procedures relating to recruitment, selection, training, development and compensation of employees.

**OAL 408 Gender Issues in Management 3 (E)**

This course provides a forum where both male and female students can begin to understand the real issues that face men and women as managers today. Not only will the course explore gender differences in management, but it will also lay a foundation for the student to capitalize on the positive aspects of those differences.

**OAL 411 Strategic Planning 3 (E)**

This course introduces students to various management planning models and techniques. It stresses the concepts of strategic planning models and development processes. Students will examine the importance and

limits of managers in strategic planning, using case studies to analyze actual strategic planning practices and systems utilized by organizations. Designated professional studies.

**OAL 425 Seminar III**

**3 (E)**

This seminar provides students with the opportunity to apply the knowledge gained from course work in Term III of the Organizational Administration and Leadership curriculum, enabling students to reflect upon and assess their experience and explore issues of interest to them in their future careers. Students will have submitted their program research project which included 1) a clear presentation of a problem – showing through research that it is indeed, a problem; 2) a review of the literature on the subject and the conclusions which can be drawn from their research; and 3) the proposed solution and a clear indication that the solution is, indeed, a feasible one,

**OAL 452 Organizational Ethics**

**3 (E)**

This course provides a core of ethical principles according to which students are endowed with an ability to make ethical judgments in their personal as well as work lives. Students examine both personal as well as business related values through readings and work place analysis, and learn how to do ethical case studies reflecting actual events from their business experiences.