



**Principles of Management, BMGT 1327
COURSE MASTER SYLLABUS
MANAGEMENT DEPARTMENT**

CIP CODE AREA: 52.0201
COURSE LEVEL: Introductory
COURSE NUMBER: 1327
COURSE TITLE: Principles of Management
CREDIT HOURS: 3 credit hours
PREREQUISITE: none

METHOD OF PRESENTATION: Three-hour Lecture/group discussions and exercises

COURSE DESCRIPTION: Concepts, terminology, principles, theories, and issues in the field of management.

SCANS (SECRETARY'S COMMISSION ON ACHIEVING NECESSARY SKILLS):
Course name: Business Principles Course number: BMGT 1327

Please go to <http://www.austincc.edu/mgmt/scans.php> for a complete definition and explanation of SCANS. This list summarizes the SCANS competencies addressed in this particular course.

Table 1 Scan Competencies and Foundations

RESOURCES	INTERPERSONAL	INFORMATION	SYSTEMS
1.1 Manages Time: 1.2 Manages Money 1.3 Manages Material and Facility Resources: 1.4 Manages Human Resources:	2.1 Participates as a Member of a Team 2.2 Teaches Others 2.3 Serves clients/ customers 2.4 Exercises Leadership 2.5 Negotiates 2.6 Works with Cultural Diversity	3.1 Acquires and And Evaluates Information 3.2 Organizes and Maintains Information 3.4 Uses computers to process information	4.1 Understands Systems 4.2 Monitors and Corrects Performance 4.3 Improves and Designs Systems

TECHNOLOGY	BASIC SKILLS 6.1 Reading 6.2 Writing 6.5 Listening 6.6 Speaking	THINKING SKILLS 1. Creative Thinking Decision Making 2. Problem Solving 3. Reasoning 4. Knowing How To Learn 5. Mental Visualization	PERSONAL QUALITIES 8.1 Responsibility 8.2 Self-Esteem 8.3 Sociability 8.4 Self-Management 8.5 Integrity/Honesty
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Table 2 Program Level Learning Outcomes

1	2 Understand the Application and Ramifications of law in business	3 Understand the Basic management functions of Planning Organizing Leading and Controlling
4 Understand how ethical practices are applied in Business and in life	5 Apply interpersonal and communication skills in a Business environment	6 Understand Business organization, structure, roles and responsibility.

INSTRUCTIONAL METHODOLOGY: See specific instructor's syllabus

COURSE RATIONALE: To survive and thrive, today's managers have to think and act strategically. Today's customers are well educated aware of their options, and demanding of excellence. For this reason, managers today must think constantly about how to build a capable workforce and manage in a way that delivers the goods and services that provide the best possible value to the customer. To this standard managers and organizations must succeed. This course is designed to provide a basic understanding of the theories, principles, concepts and essentials of management. This course also covers how good managers make organizations successful by building competitive advantages in the forms of cost competitiveness, quality, speed and innovation.

COMMON COURSE LEARNING OBJECTIVES/OUTCOMES-

Explain various theories, processes, and functions of management; apply theories to a business environment; identify leadership roles in organizations; and describe elements of the communication process.

1. Understand the Basic management functions of Planning Organizing Leading and Controlling
2. Understand how ethical practices and diversity are applied in Management and in life
3. Understand how effective planning can impact an organization
4. Understand how Corporate Culture and Organizational design effect the management
5. Apply basic principles of leadership, motivation, team and performance management

6. Understand the elements of control necessary for a successful organization
7. Apply basic management, communication and HR principles
8. Understand Governments role and effect on Management
9. (See specific instructor's syllabus for additional knowledge and skills based objectives)

Artificial Intelligence Guidelines

- AI is allowed to be used in this course under the conditions listed below. **Business is using AI.** *It is best that you become familiar with it.* Most employers are going to require you to use AI to aid in your job.
- Introduction: The use of generative AI (GAI) is permitted in this course under certain conditions to enhance learning while maintaining academic integrity.
- Rationale: GAI is permitted to foster technological fluency and to leverage advanced tools for research, as long as it does not substitute for critical thinking and learning.
- Definition of GAI: Generative AI encompasses technologies that create content through learned patterns and data without direct human input.
- Usage Permissions: Permitted: GAI can be used for initial research, idea generation, and learning coding practices. It is not to be used for final submissions with no review process.
- Assessment: Contributions of GAI must be clearly cited and will be assessed on the student's ability to critically analyze and integrate the AI-generated content.
- Penalties: Misuse of GAI, including a failure to cite, will be considered a breach of academic integrity, with consequences including a failing grade for the assignment and academic review.
- Exceptions: Should the technology be required as an accommodation, exceptions will be made on a case-by-case basis.

PRIVACY AND SECURITY

In accordance with our dedication to privacy and security, students are advised to refrain from sharing any sensitive or personally identifiable information on GAI platforms. Given that content inputted into or generated by these platforms may become accessible to the platform's operators, caution is advised. Always ensure your data is clean, accurate, and does not include personal information before interacting with these technologies.

Academic Honesty

Generative AI tools, such as ChatGPT and others, are rapidly evolving technologies that have great potential in all realms of human endeavor, including teaching and learning. They also pose serious challenges, particularly with regard to academic integrity. At Austin Community College, the use of these tools in coursework, like any others, is subject to the same standards outlined in the college's Academic Integrity policy.

Presenting AI-generated content as your own without proper attribution is considered a violation of academic integrity. All work you submit must reflect your own understanding and effort. If you use generative AI to help with your work, you must clearly acknowledge how and where it was used. Intellectual honesty is essential to a fair and supportive academic environment.

Bias, Discrimination, and Falsehood

Students are cautioned that GAI may inadvertently produce biased or inaccurate content. It is incumbent upon the student to critically evaluate and verify the information provided by these platforms. Relying on unverified GAI content for academic work is unacceptable and may lead to disciplinary action.

Policies

Freedom of Expression - Each student is strongly encouraged to participate in class. In any classroom situation that includes discussion and critical thinking, there are bound to be many differing viewpoints. These differences enhance the learning experience and create an atmosphere where students and instructors alike will be encouraged to think and learn. On sensitive and volatile topics, students may sometimes disagree not only with each other but also with the instructor. It is expected that faculty and students will respect the views of others when expressed in classroom discussions.

Academic Integrity - Acts prohibited by the College for which discipline may be administered include scholastic dishonesty, including but not limited to cheating on an exam or quiz, plagiarizing, and unauthorized collaboration with another in preparing outside work. Academic work submitted by students shall be the result of their thought, research or self-expression. Academic work is defined as, but not limited to tests, quizzes, whether taken electronically or on paper; projects, either individual or group classroom presentations or homework ([Student Handbook](#)).

Incomplete Grades - Incomplete grades will be given in rare circumstances. Generally, to receive an "Incomplete", requests must be made after the last day to withdraw, and before the end of the semester in which the request is being made. The student must be making satisfactory progress, and have a personal circumstance which prevents course completion.

Student Discipline - Classroom behavior should support and enhance learning. Behaviors disrupting the learning process will be dealt with appropriately, which may include having the student leave class for the rest of that day. In serious cases, disruptive behavior may lead to a student being withdrawn from the class. ACC's policy on student discipline can be found in the [Student Handbook](#).

Scholastic Dishonest - Acts prohibited by the College for which discipline may be administered include scholastic dishonesty, including but not limited to cheating on an exam or quiz, plagiarizing, and unauthorized collaboration with another in preparing outside work. Academic work submitted by students shall be the result of their thought, research or self-expression. Academic work is defined as, but not limited to test, quizzes, whether taken electronically or on paper; projects, either individual or group; classroom presentations, and homework.

Students with Disabilities - "Each ACC campus offers support services for students with documented physical or psychological disabilities. Students with disabilities must request reasonable accommodations through the [Office for Students with Disabilities](#) on the campus where they expect to take the majority of their classes".

Third Attempt/ Rule of Three - "Per state law, effective spring 2006 any student taking a class for the third time or more may be charged an additional \$60 per credit hour unless exempted. Click [Third Attempt](#) for additional information.

Rule of Six - Per state law, students enrolling for the first time in fall 2007 or later at any Texas college or university may not withdraw (receive a W) from more than six courses and allow a student to withdraw from a course without having it count toward this limit. Students are encouraged to carefully select courses.

Withdrawal - It is the student's responsibility to withdraw from a course. Students may withdraw from a course at any time up to the withdrawal deadline. A notification to Instructors of a student intent to withdraw does not constitute official withdrawal. Students who fail to officially withdraw from a course are at risk of receiving an "F". Instructors may withdraw students who are not making satisfactory progress but students must not rely on their instructor to withdraw them if they wish to withdraw.

Attendance Policy: Students are expected to attend classes and will be responsible for work covered in class during their absence. Regular attendance helps ensure satisfactory progress toward course completion