

# MANAGEMENT AND ORGANIZATION

## College of Business

### Program Description

The College of Business (COB) offers a broad professional education in Business. The Bachelor of Science program offers students a choice of 9 concentrations by which they may focus their goals. Additionally, the COB's Business Honors program provides an alternative path to its most capable students to prepare them for management opportunities. All students must choose a concentration to complete their requirements for the baccalaureate degree. Students who are uncertain about which concentration to choose are encouraged to select the General Management concentration, as it is the most comprehensive. The structure of the General Management concentration also provides an overlap with the other concentrations, thus making changes in focus possible. Students who wish a more customized program may elect to complete the requirements for additional concentrations as well. For example, students may elect dual concentrations such as General Management and Management of Human Resources and Organizational Behavior. For information about program options, please visit our website at: Undergraduate Programs | Sacramento State (csus.edu) (<https://www.csus.edu/college/business-administration/undergraduate/>).

The College also offers Minors in Business Administration, Management of Human Resources and Organizational Behavior, Marketing, Real Estate and Land Use Affairs, and Risk Management and Insurance. A Minor in Business Administration is valuable to the student majoring in another area who wishes to supplement his/her knowledge with a business background.

### Degree Programs

BS in Business Administration (Management of Human Resources & Organizational Behavior) (<https://catalog.csus.edu/colleges/business-administration/management-and-organization/bs-in-business-administration-management-of-human-resources-organizational-behavior/>)

Minor in Management of Human Resources & Organizational Behavior (<https://catalog.csus.edu/colleges/business-administration/management-and-organization/minor-in-management-of-human-resources-organizational-behavior/>)

### Career Possibilities

Business Consultant · Business Executive · Career Development Specialist · Human Resources Manager · Industrial Relations Manager · Labor Negotiator · Management Analyst · Management and Business Consultant · Organization Development Consultant · Personnel Analyst · Personnel Development Specialist · Recruitment Manager · Small Business Owner · Training Specialist · Work Design Analyst

### Contact Information

#### Office of the Dean

Tahoe Hall 1010  
Email: [cob@csus.edu](mailto:cob@csus.edu)  
Phone: (916) 278-6578

College of Business Website (<https://www.csus.edu/college/business-administration/>)

Jean-Francois Coget, Dean  
Mylah Nurse, Executive Assistant to the Dean  
Eileen Aiello, Budget Analyst  
Ale Reiher, Administrative Coordinator  
Tim Richter, Director of Development

#### Office of the Associate Dean for Faculty Support

Tahoe Hall 2130  
(916) 278-5577  
Jaydeep Balakrishnan, Associate Dean  
Angela Park-Girouard, Administrative Analyst  
Jeannie Hansen, Faculty Personnel Analyst

Jordan Smith, AD Support Specialist

#### Office of the Associate Dean for Academic Programs

Tahoe Hall 2028  
(916) 278-6463  
Pingsheng Tong, Associate Dean  
Shelly Bingel, Administrative Analyst  
Maryam Sabet, Academic Programs Coordinator & Enrolment Specialist

#### Office of Student Engagement

Tahoe Hall 1030  
(916) 278-BIZZ (2499)

Bonnie McDonald Beevers, Director

Maria Lindstrom, Coordinator Undergraduate Business Advising

Maggie Hansen, Coordinator Student Programs & Program Impact

Sanitta Coey, Administrative Analyst

Taylor Ainger, Administrative Support Coordinator

Stephanie Serrato Neumann, Academic Advisor

Ashley N. Torres, Academic Advisor

Patsy Jimenez, Integrated Academic Advisor

#### Undergraduate Business Advising Center

Tahoe Hall 1030  
(916) 278-BIZZ (2499)  
Website: <https://www.csus.edu/college/business-administration/undergraduate/> (<https://www.csus.edu/college/business-administration/undergraduate/>)  
Email: [cba-ugrad@csus.edu](mailto:cba-ugrad@csus.edu)

#### Graduate Programs Office

Graduate Programs (<https://www.csus.edu/college/business-administration/graduate/>) (website)

(EPP / MPS / Grad Career Svcs.)

Tahoe Hall 1020  
Maleeha Mir Khan, Executive Director of Graduate Programs

Claire Goldsby, Graduate Programs Coordinator

Serena Hoffman, Graduate Programs Advisor

Maryanne Ruperto, Graduate Programs Specialist

MBA Program Services (MPS)  
(916) 278-3354

Contact the MBA Program Services (<https://www.csus.edu/college/business-administration/graduate/mba.html>)

Jeanie Williams, Graduate Coordinator & MBA Advisor

Sophie Mills Duncan, Graduate Recruitment & Admissions Coordinator

Mandy Mangels, Graduate Programs Specialist

### Business Graduate Career Services

Tahoe Hall 2065  
(916) 278-7142

#### **HROB 101. The Management of Contemporary Organizations. 3 Units** **Term Typically Offered:** Fall, Spring

Overview of managerial and organizational theory and practice, including a discussion of the contingencies that influence an organization's effectiveness and efficiency. Focus is on the decision making and problem-solving processes that affect managerial performance in planning, implementing, and controlling the work of contemporary organizations.

#### **HROB 151. Management of Human Resources. 3 Units** **Prerequisite(s):** BSBA major (any concentration), Real Est and Land Use minor, HROB minor, or Public Health major **Term Typically Offered:** Fall, Spring

Seminar covering contemporary processes and practices pertaining to the organization and management of personnel including employee selection, development, motivation, evaluation and remuneration, and union relations. Emphasis on the management of human resources in task oriented organizations. Instructional method provides for case method, laboratory exercises, and small group discussion.

#### **HROB 152. Management Skills Seminar. 3 Units** **Prerequisite(s):** HROB 101; HROB 151 recommended. **Term Typically Offered:** Fall, Spring

Development of management awareness of the dynamics of organizational behavior. Emphasis on case discussions, small group action and role playing for the acquisition of knowledge and skills for effective managing and changing in an organization.

#### **HROB 153. Employment Law. 3 Units** **Term Typically Offered:** Fall, Spring

Provides students with an overview of the employment laws that impact and influence the workplace including laws regarding employment discrimination, disability discrimination and accommodation, employment leaves of absence, workplace harassment, employment torts and contracts, wage/hour regulations, employee privacy, intellectual property in the employment setting, and other emerging issues in employment law and personnel management. The impact of law on the management of human resources will be the focus of this class.

#### **HROB 154. Strategic Human Resources Management. 3 Units** **Prerequisite(s):** HROB 151, HROB 152, HROB 153. **Term Typically Offered:** Fall, Spring

The objective of this capstone course is to identify contemporary strategies to improve individual and organizational performance. Utilizes a strategic human resource management perspective and incorporate Human Resource Management and Organizational Behavior theories for practical implementation in organizations. Links such concepts as compensation, performance management, law, conflict management, communication, diversity, ethics, and managerial skill building towards preparing for the future of managing individuals in organizations.

#### **HROB 155. Conflict Management and Negotiation. 3 Units** **Term Typically Offered:** Fall, Spring

Analyzes conflict in organizations, and strategies and processes for effective settlement or resolution of that conflict. Emphasis on the practical aspects of institutional and extra-institutional processes outside the conventional legal system. These dispute resolution methods include negotiation, mediation, arbitration and fair hearing. Students participate in a variety of exercises including simulated negotiations. Through these exercises students explore the basic theoretical models of bargaining and test and improve individual negotiation skills. Class format includes lecture, class discussion, simulation/role-play, expert guests and video demonstrations.

#### **HROB 156. Current Trends and Emerging Issues. 3 Units** **Term Typically Offered:** Fall, Spring

Designed to provide an in-depth examination of current trends and emerging issues in human resources management and/or organizational behavior. Provides students the opportunity to better understand the latest people-related challenges organizations face. Instructional method provides for case method, group discussion, industry guest speakers, and classroom exercises.

#### **HROB 157. Labor Relations. 3 Units** **Term Typically Offered:** Fall, Spring

Employer-employee relations in historical and contemporary contexts, with emphasis on the development of labor and management institutions and philosophies, public policies, collective bargaining, and contract administration in the private and public sectors.

#### **HROB 158. Special Topics in Human Resource Management. 3 Units** **Term Typically Offered:** Fall, Spring

Designed to provide an in-depth examination of a current human resource management topic(s), from both a theoretical and practitioner perspective. Possible topics include, but are not limited to, outsourcing and staffing trends, merit-based performance and compensation plans, technology-based recruiting and selection practices, and innovations in training and career development. Instructional method provides for case method, group discussion, industry guest speakers, and classroom exercises.

**HROB 159. Special Topics in Organizational Behavior. 3 Units**  
**Term Typically Offered:** Fall, Spring

Designed to provide an in-depth examination of a current organizational behavior topic(s), from both a theoretical and practitioner perspective. Topics include, but are not limited to, family-work relations, stress and burnout, workplace aggression, leadership and motivation, organizational politics and culture, attitudes and change, and organizational learning. Instructional method provides for case method, group discussion, industry guest speakers, and classroom exercises.

**HROB 194. Cooperative Education Experiences in Human Resources Management. 6 - 12 Units**  
**Prerequisite(s):** HROB 151 and a minimum overall GPA of 2.5.  
**Term Typically Offered:** Fall, Spring

In-depth supervised work experience in human resources management. This supervised work experience allows the student to become familiar with the practice of human resources management in businesses or governmental agencies.

**Note:** Open to all upper division students subject to permission of the Management Area. Petitions can be obtained from the Student Affairs Office, Tahoe 2065.

Credit/No Credit

**HROB 195. Internship in Human Resources Management. 3 Units**  
**Prerequisite(s):** Minimum Sacramento State GPA of 2.5 required.  
**Term Typically Offered:** Fall, Spring

Supervised work experience in business, governmental or service agencies for the purpose of increasing student understanding of the nature and scope of their operations. Supervision is provided by the faculty and the cooperating agencies. Open to upper division students, subject to permission of the Management Area. Petitions can be obtained from the Student Affairs Office, Tahoe 2065.

**Note:** Open to declared business administration majors only.

Credit/No Credit

**HROB 199. Special Problems in Human Resources Management. 1 - 3 Units**  
**Term Typically Offered:** Fall, Spring

Individual projects or directed reading for students qualified to carry on independent work. Admission requires approval of the instructor and the Associate Dean. Petitions can be obtained from the Undergraduate Business Advising Center, Tahoe 1030.

Credit/No Credit

**MGMT 10. Introduction to Business Law. 3 Units**  
**Term Typically Offered:** Fall, Spring

Study of business law for the future business professional. Introduces students to basic business problems that have legal consequences. Encourages the identification of ethical concerns along with the ability to anticipate potential legal problems with the goal of preventing them. Covers introduction to the legal system; court procedures; contracts and sales; business organizations; real and personal property; labor and employment law; product liability, and the government regulation of business.

**MGMT 20. Introduction To Business. 3 Units**  
**Term Typically Offered:** Fall, Spring

Provides an overview of the various basic functions of business and how they interface. Topics will include accounting, finance, marketing, human resources management, management information systems, operations management, real estate, and international business.

**MGMT 21. First Year Seminar: Becoming an Educated Person. 3 Units**  
**Term Typically Offered:** Fall, Spring

Introduction to the meaning of higher education, resources of the University, and skills for lifelong learning. Designed to help students develop academic success strategies and to improve information literacy, intercultural competence, and integrative thinking. Provides students with the opportunity to interact with fellow students and seminar faculty to build a community of academic and personal support.

**MGMT 101. Legal Environment of Business. 3 Units**  
**Prerequisite(s):** Must be a Business pre-major, Business major (any concentration), a business minor, a Construction Mgmt major, a Mech Engr Tech major, or a Music (Music Mgmt) major to enroll in this course.  
**Term Typically Offered:** Fall, Spring

Study of business law for the business professional. Aside from investigating substantive law, the course stresses critical thinking and analytical evaluation of contemporary business problems. Encourages the identification of ethical concerns along with the ability to anticipate potential legal problems with the goal of preventing them. Covers introduction to the legal system; court procedures; contracts and sales; business organizations; real and personal property; labor and employment law; product liability, and the government regulation of business. OBE 16 or the equivalent is recommended.

**MGMT 102. Business Communications. 3 Units**  
**Prerequisite(s):** Completion of Area A in General Education and ENGL 20. Recommend COMS 2 and COMS 4.  
**Term Typically Offered:** Fall, Spring

Provides basic concepts for understanding and practice of communication in the changing world of business for managers and professionals. It examines the use of language and conversations in business settings and their role in coordinating actions, resolving breakdowns in work performance, and providing customer satisfaction. Topics include: Practice in professional styles of business writing and formats, preparation of a formal report, development of competence in business conversation skills (written, electronic, and oral), and other selected topics. International, technical, and linguistic developments are integrated into the various applications of business communication.

**MGMT 117. Business, Ethics and Society. 3 Units**  
**Prerequisite(s):** Junior standing; a WPJ Portfolio score OR ENGL 109M or ENGL 109W

**General Education Area/Graduation Requirement:** Writing Intensive Graduation Requirement (WI), Social and Behavioral Sciences (4-A)  
**Term Typically Offered:** Fall, Spring

Investigation of contemporary business issues and management dilemmas in relation to broad social concerns. Focus is upon public and private decision making in the business environment and how business practices, ethics, and social concerns interrelate. Topics such as the nature of property and profits, efficiency and human values, the balancing of claims of owners, employees, customers, and others in community, corporate responsibility, corporate governance, government regulation and international dimensions of public policy will be covered.