

SUNY Korea, DTS **SPR 2020**

**EST 326  
MANAGEMENT FOR ENGINEERS**

**\*\* THIS SYLLABUS IS SUBJECT TO CHANGE BASED UPON THE  
DISCRETION OF THE PROFESSOR \*\***

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**Office Hours: Mon/Wed: 3:30 pm -5:00 pm (All Office hours By Appointment)**

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**Classroom: TBA**

**Time/Date: 2:00pm-3:20pm Mon/Wed**

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**EST 326 TEXTBOOK:**



**Management 12<sup>th</sup> Edition - Richard L. Daft**

**Publisher: Cengage Learning**

**Print ISBN: 9781285861982, 1285861981**

**Pages: 784**

**Copyright year: 2016**

**Course Objectives:**

This course will explore the basic concepts/theories and practices associate with business and organizational management in order provide the student a balanced and thorough understanding of “management” as a whole. Accordingly, will also addressing current challenges and opportunities for growth in the practice of management and its interface with information communications technologies (ICT) at home and abroad. We also explore, from a *real-world, practical perspective*; what mangers do, how they think, what they aspire, how they succeed, and how they fail. The course lectures will cover the main topics of the management textbook chapters and the learning experience will be complemented by “**real-world**” management issues discussions, guest speakers, case studies, simulations, and relevant management videos.

**This is an interactive course!** Students are expected to interact during class. My *primary* role is to facilitate students' thinking and learning by providing information and utilizing approaches that encourages such opportunities. Students in this course will engage in:

- Study that will encourage analysis, exploration, questioning, reconsideration and synthesis of old and new knowledge and skills
- Challenges which demands inquiry and application, and which is sufficiently stimulating so as to meet the Department's educational objectives.
- Close interaction with the lecturer.
- Sufficient time for reflection, absorption and gain self-confidence on the subject matter through group discussions and presentations.

Students will be assigned written and oral work and will be expected to conduct library research and readings when applicable.

**Code of Conduct:** All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or a disciplinary sanction by the University. It is the student's obligation to be familiar with the Student Conduct Code, especially as it pertains to academic misconduct (cheating, plagiarism, etc.).

**Course Requirements:** Exams will operate on cumulative 100 point system.

<b>Midterm Exam</b>	50 points
<b>Final Exam</b>	50 points

### **REQUIRED ACTIONS DURING THE COURSE**

**Class Participation/Contribution:** In order to stimulate active learning, class will be discussion-oriented. Obviously, the quality of a discussion class is a function of the quality of each student's preparation. I see my role as the facilitator of student learning. It is the student's job to actively contribute, to be involved. I expect that students will come to class prepared to learn, which includes being intellectually curious, acting with integrity and reliability, and willing to work collaboratively with their classmates.

The *quality* of contribution is based on the quality of the insights exhibited, the student's ability to maintain continuity of discussion (i.e., pays attention to existing discussion/prior comments) and answer follow-up questions). Finally, your contribution to the spirit of the class (contributes to a positive learning environment) is also important.

### **Professionalism & Maturity**

**Note (A):** *After (2) two warnings, given by the instructor, students who continue to demonstrate a lack of maturity & professionalism will result in a deduction of (2) grade points per incident.*

**Note (B):** *Absolutely no computer or phone use in class unless for an emergency.*

**Note (C):** *Please don't hold private and/or off-topic conversations while the instructor is teaching. It is disrespectful and it may disturb the learning experience of others in class. On the other hand, it is perfectly acceptable to interact and discuss with your peers, and the instructor on the subject matter that is being addressed during class.*

**\*\* A record of all non-professional and immature behavior will be kept by the instructor. \*\***

**Attendance**

**1 absent** = 2 grade points minus (Without an **official** absence letter FOR A VALID EXCUSE OR MEDICAL CONDITION. PLEASE REFER TO THE UNIVERSITY MANUAL ON EXCUSED ABSENCES)

**1 lateness** = 1 grade point minus (Late is defined as students arriving class exactly 5 minutes after the official start of the lecture).

**Exams:** Both Midterm and Final Exams may include a mix of multiple choice, short-answer, and True/False questions, asking for factual knowledge about the readings and material covered during the semester. **\*\* No late exams or make-up will be given. \* \***

**Team Projects (To Be determined):** If applicable the course team project is designed to give you a real-life opportunity to apply the knowledge you are learning in class. I will be checking up on your team to offer advice and guidance as needed. If applicable, there is a project presentation date – (To be determined). A project presentation would generally consist of 8 Slides maximum / 15 minute time limit, which includes the involvement of all team members.

**NOTE: POINTS FROM YOUR CUMMULATIVE COURSE GRADE WILL BE TAKEN OFF IF YOU DO NOT MEET THESE REQUIREMENTS. GRADES ARE THE AVERAGED RESULTS OF THE FINAL AND MIDTERM EXAMS; THEREFORE, IS NO NEGOTIATION OR DISCUSSION OF YOUR GRADE AFTER GRADES HAVE BEEN ISSUED.**

**Semester Grading:** Your final letter grade in the class is based upon the distribution of total points at the end of the semester. Plus/Minus grading will be used for final grades on the following scale.

93 - 100%	A	77-79%	C+
90 - 92%	A-	73-76%	C
87 - 89%	B+	70-72%	C-
83 - 86%	B	67-69%	D+
80 - 82%	B-	63-66%	D
		60-62%	D-
		Below 60%	F

**LECTURE SCHEDULE**

**\* You do not need to read the complete chapter.** If the book covers a topic for which there is no power point slide, then I will NOT cover that topic in class, nor on the test. If I have a PowerPoint slide, then you are responsible for having taken additional notes on that topic with supporting detail from the text. The PPT slides are merely an outline, and meant to highlight which topics will be covered.

**Course Outline of Week/Topics**

<b>Week</b>	<b>Lecture and Reading Topics</b>
1	Overview of course and syllabus. Discussion on <i>Management + Video Clip</i> . <b>PART ONE: INTRODUCTION TO MANAGEMENT</b> <b>Chapter 1 The World of Innovative Management.</b> Discussions topics are: 1. An Overview of Management 2. Management Case Study 1 (To be determined -TBD) 3. Real-world Management Topic Discussion ( <b>BASED ON THE CHAPTER TOPIC</b> )
2	<b>Chapter 2 The Evolution of Management Thinking</b> Discussions topics are: 1. Management Case Study 2 (TBD) 2. Real-world Management Topic Discussion (To be Announced-TBA)

3	<p><b>PART TWO: THE ENVIRONMENT OF MANAGEMENT</b></p> <p><b>Chapter 3 The Environment and Corporate Culture</b> Discussions topics are:</p> <ul style="list-style-type: none"> <li>• Management Case Study 3 (TBD)</li> <li>• Real-world Management Topic Discussion (BASED ON THE CHAPTER TOPIC)</li> </ul>
4	<p><b>Chapter 4 Managing in a Global Environment.</b> Discussions topics are:</p> <ul style="list-style-type: none"> <li>• Management Case Study 4 (TBD)</li> <li>• Real-world Management Topic Discussion (BASED ON THE CHAPTER TOPIC)</li> </ul>
5	<p><b>Chapter 5 Managing Ethics and Social Responsibility.</b> Discussions topics are:</p> <ul style="list-style-type: none"> <li>• Management Case Study 5 (TBD)</li> <li>• Real-world Management Topic Discussion (BASED ON THE CHAPTER TOPIC)</li> </ul>
6	<p><b>PART THREE: PLANNING</b></p> <p><b>Chapter 6 Managing Startups and New Ventures.</b> Discussions topics are:</p> <ul style="list-style-type: none"> <li>• <b>Mini-Review for Midterm</b></li> <li>• Real-world Management Topic Discussion (BASED ON THE CHAPTER TOPIC)</li> </ul>
7	<p><b>Chapter 7 Managerial Planning &amp; Goal Setting.</b> Discussions topics are:</p> <ul style="list-style-type: none"> <li>• <b>Mini-Review for Midterm</b></li> <li>• Real-world Management Topic Discussion (BASED ON THE CHAPTER TOPIC)</li> <li>• <b>MIDTERM EXAM: EXAM LENGTH IS SAME LECTURE HOURS/ SAME ROOM</b></li> </ul>
8	<p><b>Chapter 8 Strategy Formulation &amp; Execution</b></p> <p><b>Chapter 9 Managerial Decision Making.</b> Discussions topics are:</p> <ul style="list-style-type: none"> <li>• Management Case Study 6 (TBD)</li> <li>• Real-world Management Topic Discussion (BASED ON THE CHAPTER TOPIC)</li> </ul>
9	<p><b>PART FOUR: ORGANIZING</b></p> <p><b>Chapter 10 Designing Organizational Structure.</b> Discussions topics are:</p> <ul style="list-style-type: none"> <li>• Management Case Study 8 (TBD)</li> <li>• Real-world Management Topic Discussion (BASED ON THE CHAPTER TOPIC)</li> </ul>
10	<p><b>Chapter 11 Managing Change &amp; Innovation.</b> Discussions topics are:</p> <ul style="list-style-type: none"> <li>• Management Case Study 9 (TBD)</li> <li>• Real-world Management Topic Discussion (BASED ON THE CHAPTER TOPIC)</li> </ul>
11	<p><b>Chapter 12 Managing Human Resource</b></p> <p><b>Chapter 13 Managing Diversity</b></p> <p>Discussions topics are:</p> <ul style="list-style-type: none"> <li>• Management Case Study 10 (TBD)</li> <li>• Real-world Management Topic Discussion (BASED ON THE CHAPTER TOPIC)</li> </ul>
12	<p><b>PART FIVE: LEADING</b></p> <p><b>Chapter 14 Understanding Individual Behavior</b></p> <p><b>Chapter 16 Motivating Employees</b></p> <p>Discussions topics are:</p> <ul style="list-style-type: none"> <li>• Management Case Study 10 (TBD)</li> <li>• Real-world Management Topic Discussion (BASED ON THE CHAPTER TOPIC)</li> </ul>
13	<p><b>Chapter 15 Leadership</b></p> <p><b>Chapter 18 Leading Teams</b></p> <p>Discussions topics are:</p> <ul style="list-style-type: none"> <li>• Management Case Study 10 (TBD)</li> <li>• Real-world Management Topic Discussion (BASED ON THE CHAPTER TOPIC)</li> </ul>

14	<p><b>Chapter 17 Managing Communications</b></p> <p>Discussions topics are:</p> <ul style="list-style-type: none"> <li>• <b>Mini-Review Final Exam</b></li> <li>• Real-world Management Topic Discussion (BASED ON THE CHAPTER TOPIC)</li> </ul>
15	<p><b>PART SIX: CONTROLLING</b></p> <p><b>Chapter 19 Managing Quality &amp; Performance</b></p> <ul style="list-style-type: none"> <li>• <b>Mini-Review Final Exam</b></li> <li>• Real-world Management Topic Discussion (BASED ON THE CHAPTER TOPIC)</li> <li>• <b>FINAL EXAM: EXAM LENGTH IS SAME LECTURE HOURS/ SAME ROOM</b></li> </ul>