



DEPARTMENT OF
HIGHER EDUCATION &
WORKFORCE DEVELOPMENT

New Program Report

Date Submitted:

05/25/2022

Institution

Missouri Baptist University

Site Information

Implementation Date:

8/22/2022 12:00:00 AM

Added Site(s):

Selected Site(s):

Missouri Baptist University, 1 College Park Drive, St. Louis, MO, 63141

CIP Information

CIP Code:

520213

CIP Description:

A program that focuses on leadership skills that can be applied to a business, government, non-profit, or educational setting. Includes instruction in organizational planning, dynamics of leadership, finance, team building, conflict resolution and mediation, communication and other management skills.

CIP Program Title:

Organizational Leadership

Institution Program Title:

Organizational and Leadership

Degree Level/Type

Degree Level:

Certificate >= 1 Year but < 2 Year

Degree Type:

Certificate 1

Options Added:

Collaborative Program:

N

Mode of Delivery

Current Mode of Delivery

Classroom

Online

Student Preparation

Special Admissions Procedure or Student Qualifications required:

N/A



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Specific Population Characteristics to be served:
n/a

Faculty Characteristics

Special Requirements for Assignment of Teaching for this Degree/Certificate:
All faculty teaching in this program will meet the requirements for the Higher Learning Commission faculty credential policy: minimum master's degree in the discipline or master's degree + 18 graduate hours in the discipline.

Estimate Percentage of Credit Hours that will be assigned to full time faculty:
A minimum of 50% of the credit hours in the program are taught by full-time faculty. Less than 50% of the credit hours in the program will be taught by adjunct faculty.

Expectations for professional activities, special student contact, teaching/learning innovation:
N/A

Student Enrollment Projections Year One-Five

Year 1	Full Time: 0	Part Time: 2	
Year 2	Full Time: 0	Part Time: 2	
Year 3	Full Time: 0	Part Time: 3	Number of Graduates: 0
Year 4	Full Time: 0	Part Time: 3	
Year 5	Full Time: 0	Part Time: 4	Number of Graduates: 4

Percentage Statement:
n/a

Program Accreditation

Institutional Plans for Accreditation:
The institution plans to seek ACBSP accreditation. This program will fall under the general ACBSP accreditation of the School of Business.

Program Structure

Total Credits:
120

Residency Requirements:
At least 6 hours of major and three hours of minor must be earned at Missouri Baptist University. At least 24 of the last 32 hours must be taken at Missouri Baptist University.

General Education Total Credits:
42

Major Requirements Total Credits:
30

Course(s) Added

COURSE NUMBER	CREDITS	COURSE TITLE
BUSN 303	3	Business Ethics
BCIS 203	3	Microsoft Office Suite



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MGMT 353	3	Production and Operations Management
ACCT 213	3	Principles of Financial Accounting
BUSN 413	3	Business Law -Uniform Commercial Code
MGMT 303	3	Management Concepts and Practices
BUSN 333	3	Leadership In Free Enterprise
MGMT 433	3	Human Resource Management
MGPS 403/503	3	Organizational Behavior and Leadership
ECON 123	3	Microeconomics

Free Elective Credits:

0

Internship or other Capstone Experience:

Capstone: Capstone: Students will develop a project to synthesize their learning and demonstrate their level of knowledge as it relates to leadership in organizations. Project topics will be chosen by the student with approval from the course faculty.

Assurances

I certify that the program will not unnecessarily duplicate an existing program of another Missouri institution in accordance with 6 CSR 10-4.010, subsection (9)(C) Submission of Academic Information, Data and New Programs.

I certify that the program will build upon existing programs and faculty expertise.

I certify that the institution has conducted research on the feasibility of the proposal and it is likely the program will be successful. Institutions' decision to implement a program shall be based upon demand and/or need for the program in terms of meeting present and future needs of the locale, state, and nation based upon societal needs, and/or student needs.

Contact Information

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Organizational Leadership Curriculum

Organizational Leadership Certificate

ACCT 213 - PRINCIPLES OF FINANCIAL ACCOUNTING

Semester Hours: Three

An introductory study of accounting with emphasis on the accounting cycle, accounting terminology, the collection of accounting data, the recording of data into the accounting system, and the preparation and interpretation of basic financial statements. Topics include accounting for transactions of service and merchandising enterprises, internal control, ethics, common adjusting entries, and application of generally accepted accounting principles as applied to receivables, inventory, productive assets, and liabilities.

BCIS 203 - MICROSOFT OFFICE SUITE

Semester Hours: Three

This course is a survey of the field of computing, with emphasis on the Microsoft Office 365 Suite environment. All School of Business majors are required to take this course to meet the degree requirement for Technology and Information Literacy. Students are introduced to a range of computer topics. Topics include computers and their uses, the Internet, computer hardware and architecture, input/output devices, and storage concepts. Hands-on instruction is provided to train students in the use of the Microsoft Office 365 software suite, including practice exams to prepare to sit for Microsoft Office Specialist Certification. Students are encouraged to take the formal Microsoft Office Specialist Certification exam from Microsoft Corporation. Some of the course assignments are projects that require access to Microsoft Corporation proprietary software Office 2019 or Office 365 and require access to a Microsoft Windows compatible computer. An Apple computer is not compatible for the projects. Missouri Baptist University students have access to a free Microsoft Office license. For transfer credit to be equated to this course the transfer course must have been completed within seven (7) years prior to initial registration at Missouri Baptist University. Former MBU students who are readmitting into the University must also have completed BCIS 203 or its equivalent within seven (7) years prior to the first semester of returning registration.

BUSN 303 - BUSINESS ETHICS

Semester Hours: Three

This course will involve the analysis of ethical issues impacting contemporary business leaders today. Topics covered include key terminology, the external environment surrounding the firm, the corporation and its stakeholders, business/government relationships, public policy issues, and the people who are affected. The framework in which business and social policies are established will also be a focus of this course. Case study analysis and experiential exercises will be utilized to examine and dissect ethical dilemmas.

BUSN 413 - BUSINESS LAW - UNIFORM COMMERCIAL CODE

Semester Hours: Three

A study of general principles of law as applied to business transactions concerning contracts, agency, sale of goods, and insurance, as covered in the Uniform Commercial Code.

ECON 123 - MICROECONOMICS (MOTR ECON 102)

Semester Hours: Three

This course presents an introduction to economic thought. Concepts covered may include interdependence and gains from trade, supply and demand, elasticity, externalities, and firm behavior in industry organizations of competitive markets, monopoly, monopolistic competition, and oligopoly.

MGMT 303 - MANAGEMENT CONCEPTS AND PRACTICES

Semester Hours: Three

This course is designed to establish a foundation of the key issues and decision-making tools needed to develop managers. The topics covered include the areas of firm planning, organizing, leading, and controlling. Exercises will require students to develop solutions to management problems, identifying necessary change, discovering new opportunities, and following through on the implementation of the solutions.

MGMT 353 - PRODUCTION AND OPERATIONS MANAGEMENT

Semester Hours: Three

This course introduces students to the concepts and methods employed in production and operations management. Specific topics include forecasting, product and service design, capacity planning, facility location selection and layout, quality control, and inventory management. Problems and case studies may be used to reinforce the application of the tools and techniques learned.

BUSN 333 - LEADERSHIP IN FREE ENTERPRISE

Semester Hours: Three

This course will examine leadership styles and theory while providing students with the opportunity to develop leadership skills through an experiential learning environment while practicing the principles of free enterprise. Students will develop educational projects, business ventures, and community activities and events along with local business and community organizations to enhance their understanding of the role of leadership and free enterprise in a global environment.

MGPS 403/503 - ORGANIZATIONAL BEHAVIOR AND LEADERSHIP

Semester Hours: Three

This course explores the dynamics of individual, group, and firm behavior used to develop broader managerial skills. Theoretical models and concepts will be evaluated in the areas of values, attitudes, personality traits, decision-making, motivation, communication, and the development of effective relationships in a diverse work environment. Students will examine the need for individuals to identify, comprehend, and maximize various aspects of proactive leadership devices such as organizational development, influence techniques, and total quality management as a means of effective leadership. Experiential exercises and case studies may be utilized to develop a broader understanding of behavior and leadership in the workplace. Students seeking graduate credit must complete all graduate course requirements.

Undergraduate prerequisites: MGMT 303 and BUSN 303, each passed with a grade C or better. This course may not be taken as a Directed Study.

MGMT 433 - HUMAN RESOURCE MANAGEMENT

Semester Hours: Three

Central to a firm's performance, and often a key source of competitive advantage, is the ability to develop an effective human resource system. This course will lay the foundation for understanding human resource systems by addressing topics such as job analysis, personnel planning and recruitment, testing and selection and placement, training, compensation, labor relations, and the legal aspects/government regulation within human resources.

Prerequisite: MGMT 303, passed with a C or better.

Organizational Leadership Major

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MGMT 363 - MANAGING ORGANIZATIONAL CHANGE AND DIVERSITY

Semester Hours: Three

This course is designed to prepare students to meet the challenges and succeed in a rapidly changing work environment. International competition, quality demands of consumers, changing workforce demographics particularly in the make-up of workforce participants, innovations in automation and information technology combined with declining markets make knowledge in this area vital. Students will cover these topics with the understanding of methods of organizational change and understanding the value and affects of diversity in a changing environment.

Prerequisite: MGMT 303 - Management Concepts and Practices

MGMT 433 - HUMAN RESOURCE MANAGEMENT

Semester Hours: Three

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Prerequisite: MGMT 303, passed with a C or better.

MGMT 423 - ORGANIZATIONAL LEADERSHIP CAPSTONE

Semester Hours: Three

This course is the culminating learning experience for the organizational leadership program. Students will investigate and analyze current trends and research in leadership to refine their understanding of leadership for today's organizations. Students will develop a project to synthesize their learning and demonstrate their level of knowledge as it relates to leadership in organizations. Project topics will be chosen by the student with approval from the course faculty.

MGPS 403/503 - ORGANIZATIONAL BEHAVIOR AND LEADERSHIP

Semester Hours: Three

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PSYC 353 - INDUSTRIAL PSYCHOLOGY

Semester Hours: Three

This course explores topics related to understanding, predicting, and managing human behavior within organizations, examining the relationship between employees and managers, and employees and teams. It explores the factors which influence productivity and success within organizations, including motivation, diversity, work stress, conflict and negotiation, decision making, personality, and attitudes. Methodologies such as job analysis and competency modeling, recruitment, selection and validation, performance management, and training and development will be covered.

Upper division electives: 12 hours

27-30 hours electives to 120

Organizational Leadership Minor

BUSN 333 - LEADERSHIP IN FREE ENTERPRISE

Semester Hours: Three

This course will examine leadership styles and theory while providing students with the opportunity to develop leadership skills through an experiential learning environment while practicing the principles of free enterprise. Students will develop educational projects, business ventures, and community activities and events along with local business and community organizations to enhance their understanding of the role of leadership and free enterprise in a global environment.

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