## NEW COURSE PROPOSAL FORM

**ACADEMIC AREA:** BUSINESS AND TECHNOLOGY

**PROGRAM:** AS BUSINESS ADMINISTRATION AND MANAGEMENT

**PROPOSEd by**: Doug NaY

**PRESENTER:** Doug Nay

**SUBMISSION DATE:** 1/4/2013

**CURRENT COURSE PREFIX, NUMBER AND TITLE:**

### MAN 2582 INTRODUCTION TO PROJECT MANAGEMENT SECTION I

**COURSE INFORMATION: TYPE iN THE APPROPRIATE INFORMATION FOR EACH ITEM:**

**DEPARTMENT:** BUSINESS AND TECHNOLOGY

**COURSE PREREQUISITE(S):** None

**MINIMUM GRADE OF prereqUISITE(s):** NA

**COURSE COREQUISITE(S):** None

**COURSE CREDITS OR CLOCK HOURS:** 3

**credit type:** COLLEGE CREDIT (TRANSFERABLE)

**CONTACT HOURS:** 3

**COURSE DESCRIPTION:**

This course covers the skills to complete projects on time and within budget and the entire project life cycle from initiation and planning through execution, acceptance, support and closure.

This is an introductory course in project management concepts, designed to prepare students to utilize project management techniques in the workplace. The course will prepare the student for further study in project management and related areas. The course will pay particular attention to the nine functional areas of project: scope, time, cost, quality, human resources, communication, risk, procurement, and integration and their relationship to initiation, planning, execution, controlling, and closing.

Students should have computer literacy.

**GENERAL TOPIC OUTLINE:**

* Project Initiation and Scope Definition
* Project Planning
* Project Execution, Control and Coordination
  + Change Control
  + Quality Management
  + Team Management
  + Resource Management
  + Coordination
  + Risk and Issue Management
  + Relationship Management with Business (Client) Organization
* Project Closure, Acceptance and Support

**LEARNING OUTCOMES:**

TYPE IN ALL OF THE LEARNING OUTCOMES, ASSESSMENTS AND GEN ED COMPETENCIES AS THEY SHOULD BE DISPLAYED IN THE SYLLABUS

|  |  |  |
| --- | --- | --- |
| LEARNING OUTCOMES | ASSESSMENTS | GENERAL EDUCATION COMPETENCIES |
| Students will be able to initiate a project, define project scope, and define an implementation schedule for a project. | Initiation and implementation project including stakeholder identification, high level requirements, project roles, and approval.  Project+ exam or simulation |  |
| Students will be able to plan a project and describe the steps in planning and managing a project emphasizing risk management planning. | Project management plan including project strategy, requirements analysis, work breakdown structure, estimation, scheduling, budgeting, quality management, risk management, and communication.  Project+ exam or simulation |  |
| Students will be able to execute a project with change control, quality management, team management, resource management, and relationship management. | Project execution report  Project+ exam or simulation |  |
| Students will be able to execute a project with coordination involving effective communication in group discussions. | Project execution report  Team-meeting scenarios to make decisions, provide direction, and resolve problems.  Project+ exam or simulation |  |
| Students will be able to execute a project with risks and issue management. | Project execution report  Risk and issue project including risk management planning, creation of logs, prioritizing by severity, and reporting.  Project+ exam or simulation |  |
| Students will be able to choose appropriate actions in situations that require effective time management. | Time management project |  |
| Students will be able to describe a project life cycle from initiation to planning through execution, acceptance, support, quality, budgeting, and closure. | Project life cycle project  Project+ exam or simulation |  |
| Students will be able to analyze the project environment including: cultural, social, international, political and physical. | Project environment project | GSR |
| Students will be able to close projects with a review process, project evaluation, and sign-offs. | Comprehensive project review report  Project+ exam or simulation | COM |

### SECTION II (Must complete each item below)

**ICS CODE FOR THIS COURSE:** ADVANCED AND PROFESSIONAL - 1.16.07 - COMPUTER & INFO SCIENCE

**IF YOU INTEND TO RESTRICT STUDENT REGISTRATION BASED ON THE STUDENTS’ MAJOR(S), ENTER ALL APPLICABLE MAJOR RESTRICTION CODE(S)—Enter “NA” OR MAJOR code(S):**

NA

**GRADE MODE:** STANDARD GRADING

**IS THIS AN “INTERNATIONAL OR DIVERSITY FOCUS” COURSE?** NO

**IS THIS A GENERAL EDUCATION COURSE?** NO

**IS THIS A WRITING INTENSIVE COURSE?** NO

**iS THIS AN HONORS COURSE?** NO

**IS THIS A REPEATABLE\* COURSE?** NO

(A repeatable course may be taken more than one time for additional credits. For example, MUT 2641, a 3-credit hour course, can be repeated 1 time and a student can earn a maximum of 6 credits.)

\*not the same as Multiple Attempts or Grade Forgiveness

**IF “YES”, WHAT IS THE MAXIMUM NUMBER OF CREDITS A STUDENT CAN EARN FOR THIS COURSE? if “NO”, ENTER “na” BELOW.**

NA

**DO YOU EXPECT TO OFFER THIS COURSE THREE TIMES OR LESS (experimental)?** NO

**WILL THESE CHANGES HAVE AN IMPACT ON OTHER COURSES, PROGRAMS OR DEPARTMENTS?**

NO

**IF “YES,” please eXPLAIN or submit comments (ENTER “NA” or COMMENTS):**

NA

**IF “YES,” HAVE YOU DISCUSSED THIS PROPOSAL WITH ANYONE (FROM OTHER DEPARTMENTS AND/OR PROGRAMS) REGARDING THE IMPACT? WERE ANY AGREEMENTS MADE (ENTER “NA” OR COMMENTS)?**

NA

**DO YOU ANTICIPATE THAT STUDENTS WILL BE TAKING ANY OF THE PREREQUISITES LISTED FOR THIS COURSE IN DIFFERENT PARTS OF THE SAME TERM?** NO

**IS ANY COREQUISITE LISTED ON THIS COURSE LISTED AS A COREQUISITE ON ITS PAIRED COURSE?**

eXAMPLE: CHM 2032 IS A COREQUISITE FOR CHM 2032L AND CHM 2032L IS A COREQUISITE FOR CHM 2032.

NO

### SECTION III (MUST COMPLETE EACH ITEM BELOW)

**PROVIDE JUSTIFICATION FOR EACH CHANGE ON THIS PROPOSED CURRICULUM ACTION (OTHER EXPLANATORY INFORMATION)—ENTER “na” OR TEXT:**

Provides a lower level alternative to existing course and will be another prerequisite option for another upper level course.

**nOTE:** Changes for the Fall 2013 Term must be submitted and approved no later than the January Curriculum Committee Meeting prior to the start of the next academic year. Changes during mid-school year are NOT permitted. Extreme circumstances will require approval from the appropriate dean as well as the Vice President of Academic Affairs to begin in either the spring or summer term.

**TERM IN WHICH PROPOSED ACTION WILL TAKE PLACE:**

FALL 2013

NA

**oRDER OF APPROVAL FOR EXCEPTIONS IS AS FOLLOWS:**

SIGNATURE #1 NEEDED FOR EFFECTIVE TERM EXCEPTION:



SIGNATURE #2 NEEDED FOR EFFECTIVE TERM EXCEPTION:



**FACULTY ENDORSEMENTS:**PLEASE SEPARATE FACULTY MEMBERS WITH A COMMA (,)



**DEPARTMENT CHAIR / PROGRAM COORDINATOR ENDORSEMENT:**

 1/3/2013

**ASSOCIATE / ACADEMIC DEAN ENDORSEMENT:**

 1/4/2013

**DEANS’ COUNCIL Review – verified by:**

 1/16/2013

**STUDENT ASSESSMENT COMMITTEE CHAIR ENDORSEMENT:**

 2/11/2013

**FOR CURRICULUM COMMITTEE MEETING DATE: February 22, 2013**

Completed curriculum proposals must be uploaded to the dropbox by the deadline. Please refer to the *Curriculum Committee Critical Dates for Submission for Proposals* document available in the document manager in the MyEdisonState Portal:

* Document Manager
* VP Academic Affairs
* Curriculum Process Documents