

Program Information Report

Business & Culinary Arts**Management (CVMNGA)****Advanced Certificate****Program Effective Term:** Fall 2020**High Demand Occupation High Skill Occupation High Wage Occupation****Program is also available online**

This advanced certificate offers students in any occupation or trade an opportunity to acquire skills to supervise an operation by learning and applying basic management principles through case studies and exercises. Upon completing this program, students will be able to use various tools to manage an operation which includes developing goals, organizing work activities, promoting desired employee performance, and monitoring productivity with a customer focus. Emphasis will be placed on developing skills that will involve both a critical and creative approach to management problem-solving activities. The advanced certificate may also be applied toward a WCC Associate in Applied Science Degree.

Articulation:

Eastern Michigan University, several BS degrees.

Copies can be obtained from the Counseling Office, a program advisor, or from the Curriculum and Assessment Office Web site: <http://www.wccnet.edu/curriculum/articulation/levelone/colleges/>.

Program Admission Requirements:

Successful completion of a career certificate or degree program or equivalent work experience. CIS 100 with a "C-" or better or equivalent skills.

Major/Area Requirements		(12 credits)
BMG 230	Principles of Management	3
BMG 273	Managing Operations	3
BMG 279	Performance Management	3
BMG 231 or	Nonprofit Management	
BMG 291	Project Management	3

Minimum Credits Required for the Program:**12**

Received C&A 1/31/20

WASHTENAW COMMUNITY COLLEGE

PROGRAM CHANGE OR DISCONTINUATION FORM

Program Code: CVMNGA Program Name: Management Certificate

Effective Term: Fall 2020

Division Code: BCT

Department: BMG

Directions:

1. Attach the current program listing from the WCC catalog or Web site and indicate any changes to be made.
2. Draw lines through any text that should be deleted and write in additions. Extensive narrative changes can be included on a separate sheet.
3. Check the boxes below for each type of change being proposed. Changes to courses, discontinuing a course, or adding new courses as part of the proposed program change, must be approved separately using a Master Syllabus form, but should be submitted at the same time as the program change form.

Requested Changes:

- | | |
|---------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Review | <input type="checkbox"/> Program admission requirements |
| <input type="checkbox"/> Remove course(s): _____ | <input type="checkbox"/> Continuing eligibility requirements |
| <input checked="" type="checkbox"/> Add course(s): BMG 231 as an option with BMG 291 _____ | <input type="checkbox"/> Program outcomes |
| <input checked="" type="checkbox"/> Program title _____ | <input type="checkbox"/> Accreditation information |
| <input type="checkbox"/> Description | <input type="checkbox"/> Discontinuation (attach program discontinuation plan that includes transition of students and timetable for phasing out courses) |
| <input checked="" type="checkbox"/> Type of award <i>from Advanced Certificate to Certificate</i> | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Advisors | |
| <input type="checkbox"/> Articulation information | |

Show all changes on the attached page from the catalog.

Rationale for proposed changes or discontinuation:

Removing "Advanced" because the coursework is at the associate degree level, so advanced is not an accurate description.

We are adding BMG 231 Nonprofit Management as an option with BMG 291 Project Management for students who want to explore working in the nonprofit world.

Financial/staffing/equipment/space implications: None

List departments that have been consulted regarding their use of this program. BMG

Signatures:

Reviewer	Print Name	Signature	Date
Initiator	Doug Waters	<i>[Signature]</i>	1/24/20
Department Chair	Doug Waters	<i>[Signature]</i>	1/24/20
Division Dean/Administrator	<i>[Signature]</i>	<i>[Signature]</i>	1-27-20
Please submit completed form to the Office of Curriculum and Assessment (SC 257). Once reviewed by the appropriate faculty committees we will secure the signature of the VPI and President.			
Vice President for Instruction	Kimberly Hurns	<i>[Signature]</i>	3/2/2020
President	Rose B. Bellanca	<i>[Signature]</i>	5/20/20

Do not write in shaded area. Entered In: Banner _____ C&A Database 3-10-20 Log File 3-10-20 Board Approval 4/28/20

Reviewed by C&A Committee 2/13/20

Program is also available online.

2019-2020 Academic Requirements

Description

This advanced certificate offers students in any occupation or trade an opportunity to acquire skills to supervise an operation by learning and applying basic management principles through case studies and exercises. Upon completing this program, students will be able to use various tools to manage an operation which includes developing goals, organizing work activities, promoting desired employee performance, and monitoring productivity with a customer focus. Emphasis will be placed on developing skills that will involve both a critical and creative approach to management problem-solving activities. The advanced certificate may also be applied toward a WCC Associate in Applied Science Degree.

Remove "Advanced" from the certificate title and/or narrative. There is no basic or introduction certificate. The certificate should simply be titled Management to reflect what is taught.

Articulation





Admissions Requirements

Contact Information

Requirements

(Items marked with an icon  are available online.)

Major/Area Requirements

Class	Title	Minimum Credits
<u>BMG 230</u> 	Principles of Management	3
<u>BMG 273</u> 	Managing Operations	3
<u>BMG 279</u> 	Performance Management	3
<u>BMG 291</u> 	Project Management	3
Total		12

Add BMG 231 (new course) as an either/or option with BMG 291 so students have a choice of which direction they wish to pursue in management.

Total Credits Required: 12