Bachelor of Science in Organizational Management (Quest)

The Bachelor of Science in Organizational Management Program (Quest) is designed as a field-experience program to train non-financial managers across all fields of endeavor. The program is structured only for those who have had at least two years of college credit and approximately five years of working experience, and who are currently working in some organizational setting which allows for field application of the course work. The program affords students a unique opportunity to complete a bachelor’s degree with an academic schedule arranged to accommodate the work schedules of adult students. All applicants for this program must apply through the Quest Office.

Admissions Requirements

Admissions requirements for this program are outlined as follows:

1. Students must be at least 23 years of age.
2. Students must be currently active in either the workforce or some type of community service and must have had approximately five years of work experience or community involvement in the past.
3. Have completed a minimum of 48 semester hours of undergraduate college credit with a minimum GPA of 2.00. No credit will be awarded for courses with grades below “C-”, for duplicate or remedial courses. The 48 semester hours should include the following courses for at least the amount of credit specified.

   - English Composition ..................................................... 3
   - Speech (waiver offered – no credit) .............................. 2
   - Mathematics ................................................................. 3
   - Social / Behavioral Science ........................................... 9
   - Computer Science (waiver offered – no credit)............. 3
   - Humanities (3 semester hours must be in art, literature or music) ............................................. 6
   - Total Credits ............................................................... 26
   - Plus additional elective credits ................................. 22
   - Total credits required to enter program .................. 48

On occasion, a student may also be allowed to enter the program with minimal deficiencies in the other general education requirements listed above (excluding English Composition) or in the number of credits required to enter the program. Students must fulfill all general education requirements prior to graduation. Specific deficiencies will be described to the prospective student at the time of acceptance into the program. Students are advised not to take more than one additional course at a time while enrolled in the program.

6. Submit an official transcript for each institution attended. Transfer coursework will be evaluated in terms of level, content quality, comparability, and degree program relevance by the appropriate academic department at Covenant.

7. Submit an entrance essay and have it approved. Students who have completed six semester hours of English Composition with no course grade below a “B-” are exempt from submitting an entrance essay.

Transfer of Credit

Acceptable credits for transfer include the following:

- Coursework from regionally accredited programs and other coursework from programs that are appropriate to apply toward a baccalaureate degree program
- CLEP, Advanced Placement and other recognized national examinations (maximum of 30 hours).
- Military and other prior learning experience or training evaluated by the American Council on Education (ACE)
- A maximum of 70 semester hours may be transferred from a two-year program or approved non-accredited program.

Graduation Requirements for a Bachelor of Science in Organizational Management

The Bachelor of Science in Organizational Management curriculum is taught in a series of consecutive courses (with the exception of Bible and elective courses) during three semesters. All Major Field Requirements are required for the program and no substitutions or exemptions are permitted.

General Education (Core) Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIB 251</td>
<td>Biblical Literature</td>
<td>3</td>
</tr>
<tr>
<td>BIB 253</td>
<td>Spirituality in the Workplace</td>
<td>3</td>
</tr>
<tr>
<td>ENG 111</td>
<td>English Composition</td>
<td>3</td>
</tr>
<tr>
<td>ENG 252</td>
<td>Speech (waiver offered – no credit)</td>
<td>2</td>
</tr>
<tr>
<td>IDS 461</td>
<td>Applied Research Methods I</td>
<td>3</td>
</tr>
<tr>
<td>IDS 471</td>
<td>Applied Research Methods II</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Social / Behavioral Science</td>
<td></td>
<td>9</td>
</tr>
<tr>
<td>General Education (Core) subtotal</td>
<td></td>
<td>38</td>
</tr>
</tbody>
</table>
• Note: Both Bible courses are taught with the OM program. Biblical Literature may be satisfied by transfer. If a waiver for speech and/or computer is completed with no credit, the student must complete additional hours in other core subject areas to earn at least 30 semester-hours in core courses.

General Electives
Transfer or other Covenant elective classes.
General Electives subtotal ..............................................55

Major Field Requirements
MGT 400. Group and Team Dynamics.................................3
MGT 410. Managerial Communication ................................3
MGT 420. Managerial Ethics................................................3
MGT 430. Principles of Management ..................................3
MGT 440. Principles of Leadership ......................................3
MGT 450. Organizational Behavior......................................3
MGT 460. Human Resource Management ..........................3
MGT 470. Managerial Marketing ........................................3
MGT 480. Entrepreneurship ...............................................3
MGT 490. Strategic Management I: Concepts.......................3
MGT 495. Strategic Management II: Applications ................3
Major subtotal .................................................................33
Grand Total...............................................................126

To be eligible for academic honors, a student must complete a minimum of 50 semester hours at Covenant College. The policy regarding scholastic honors is under review during the 2006-2007 academic year and may be adjusted prior to commencement exercises in May of 2007 with respect to non-traditional, undergraduate students.

Prior Learning Assessment (PLA)
MGT 421. Prior Learning Assessment
Students in this optional class learn how to present work experiences and life experiences in a format that highlights learning outcomes which should be theoretical as well as practical. Students are given instruction on how to write the essays which they submit for credit. These essays are evaluated by qualified faculty and credit is or is not assigned based on faculty judgment. All essays submitted as matching student experience must be based on the list of Approved Covenant College Special Topics Courses which are listed in the PLA Guidebook so that a qualified professor is available to evaluate student work. A maximum of 30 semester hours may be earned through PLA. Credit is awarded with a fee charged of $50.00 per credit hour for a total of $150.00 for a 3-semester hour course essay after a student has entered the Quest Program.

Organizational Management Courses

Semester I
MGT 400. Group and Team Dynamics
A study of how human and group behavior affects organizational effectiveness. Emphasis is placed on team building, decision making, and resolving conflict. Students will use models of group and team building for efficient and productive group and individual management. Three credits/five weeks.

MGT 410. Managerial Communication
This course focuses on the knowledge and development of effective communication skills in a management setting. Students are expected to design and deliver professional work-related presentations, including visuals aids, and to produce accurate and efficient business documents. Three credits/five weeks.

MGT 420. Managerial Ethics
Ethical theories and personal values are examined through readings and discussion, especially as they relate to organizations. Students will develop a personal model for making ethical decisions in the workplace. Three credits/five weeks.

MGT 440. Principles of Leadership
This course offers participants the opportunity to identify, cultivate, and enhance their personal leadership capacity, explore the basic principles and concepts of effective leadership, understand leadership from a biblical worldview, and apply and practice leadership strategies essential to leadership effectiveness in their personal, civic, and professional settings. Three credits/five weeks.

MGT 450. Organizational Behavior
Students examine human behavior in organizations in both theory and applied managerial practice. The focus is on three
levels of analysis: individuals, groups, and organizations. Students will conduct in-depth personal analyses of their knowledge, beliefs, feelings, and actions. Topics covered include morale, diversity, motivation, attitudes, stress, communication, culture, and change. Examination and analysis of behavior and performance within their work organization is included. Three credits/five weeks.

**MGT 460. Human Resource Management**
This course provides a general manager’s perspective on the human resource function in organizations. Students will develop skills in applying current thought and techniques for managing employees and interfacing with a Human Resource department to enhance organizational effectiveness. Three credits/five weeks.

**IDS 461. Applied Research Methods I**
This course is based on lectures and exercises designed to teach students how to make business decisions using their experience, intuition, and researched data. Students design a research project based on a work-related topic, develop and implement a survey instrument, and complete a literature review as part of the research project. The project culminates in a comprehensive paper in Applied Research Methods II. Three credits/five weeks.

**Semester III**

**MGT 470. Managerial Marketing**
Application of basic marketing theory and terminology to writing, presenting, and analyzing a formal marketing plan, thereby developing the marketing skills and confidence managers need to succeed in today’s rapidly changing environments. Three credits/five weeks.

**MGT 480. Entrepreneurship**
A study of how an individual or a group of individuals use organized efforts to pursue opportunities to create value and grow by fulfilling wants and needs through innovation and uniqueness, no matter what resources the entrepreneur currently possesses. Emphasis will be placed on venture start-up issues, planning the venture, organizing the venture, and launching the venture. Students will develop a plan for an actual venture. Three credits/five weeks.

**IDS 471. Applied Research Methods II**
This course requires students to complete and submit the comprehensive research paper that they began in Applied Research Methods I. Students must complete the data-gathering process, report results with statistical analyses including charts and graphs, draw conclusions, and make recommendations as part of the research project. Three credits.

**MGT 490. Strategic Management I: Concepts**
This course introduces students to the concepts of strategic management. Students will analyze and evaluate organizational strategies using case studies. Three credits/five weeks.

**MGT 495. Strategic Management II: Applications**
Students will integrate and apply concepts from throughout the management program in the management of a simulated business. Students will analyze, create, implement, and evaluate a business strategy. They will also use financial, operational, and marketing information to make effective decisions. Three credits/five weeks.

**General Education (Core) Courses**

**BIB 251. Biblical Literature**
This course will survey the biblical literature from the perspective of the unfolding of God’s covenants. In the Old Testament, emphasis is given to the promise made with Abraham. This promise is followed through the different periods of Old Testament history, concluding with the expectation of the prophet Malachi. The New Testament emphasizes the fulfillment found in the person of Jesus “the Christ” (Gospels). The “good news” of Jesus is taken throughout the Roman Empire (Acts and Epistles). The books of the Bible will be studied as they appear in this historical framework. Three credits/six weeks.

**BIB 253. Spirituality in the Workplace**
Cultural trends and their underlying worldviews are examined from a biblical perspective, particularly as they impact the understanding and expressions of spirituality in the workplace. Three credits/five weeks.

**Elective Courses**

These courses are offered concurrently with the management courses during the Quest Program.

**BIB 252. Christian Doctrine**
This discussion of Christian beliefs will be centered around the following six topics: (1) the Bible, (2) the triune God, (3) sin and its effects, (4) Jesus “the Christ,” (5) the Christian church, (6) the study of last things. The topics will be studied from a scriptural and historical point of view. The perspective will be from the Protestant viewpoint, and at times Presbyterian distinctives will be presented. Three credits/five weeks.

**MGT 425. Readings in Organizational Management**
Special topics in the field of organizational management are explored through a series of readings which are read independently. Opportunity for exploring topics of the student’s individual interest is included. Three credits/five weeks.

**MGT 426. Creative Problem Solving**
The objective of this course is to examine the components of any problem to determine which ones lend themselves to change and solution. Creativity is stressed as a new way of approaching a problem and designing solutions that satisfy the purposes of both the individual and the organization involved. Three credits/five weeks.

**MGT 435. Conflict Management I: Survey**
Overview of dispute resolution methodologies, comparing secular and Christian models, with an emphasis on responding to conflict in ways informed by a Christian worldview. Three credits/five sessions.

**MGT 436. Conflict Management II: Skills**
Development of basic skills in negotiation and conflict, with an emphasis on helping others respond to conflict in ways informed by a Christian worldview. Prerequisite: Conflict Management I: Survey. Three credits/five sessions.

**MGT 437. Conflict Management III: Application**
Development of basic skills in mediation, with an emphasis on helping others respond to conflict in ways informed by a Christian worldview. Prerequisite: Conflict Management II: Skills. Three credits/five sessions.