

1985

Master of Business Administration Degree for Career Managers in the Private Sector

Nova University

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MASTER OF BUSINESS ADMINISTRATION DEGREE

FOR CAREER MANAGERS
IN THE
PRIVATE SECTOR



NOVA UNIVERSITY
CENTER FOR THE STUDY OF ADMINISTRATION

MBA CURRICULUM PROFILE



		Credits
GMP 5010	The Political and Legal Environment of Organizations	3
GMP 5020	Organization Behavior and Development	3
GMP 5030	Human Resource Management	3
GMP 5040	Quantitative Methods	3
GMP 5050	Managerial Economics for Decision Making	3
GMP XXXX	Elective	3
GMP 5060	Managerial Accounting	3
GMP XXXX	Elective	3
GMP 5070	Marketing Management	3
GMP 5080	Financial Management	3
GMP XXXX	Elective	3
GMP 5090	Business Policy	3
GMP 5100	Master's Project or Workshop	4
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Specializations Several degree specialization *options* have been developed to support increased training and professionalization in response to the needs of the existing work-force managers and future entrants. Specialization option requires the selection of four concentrated related electives instead of any three electives for the following major areas:

- Accounting
- Banking and Financial Institutions Management
- Computer Systems Management
- Criminal Justice
- Human Resource Management
- Health Systems Management
- Energy Technology Management
- Procurement and Contract Management
- Public Management
- Sales and Marketing Management
- International Business

Specializations are available in field-based clusters when a minimum of ten students in the cluster collectively agree to pursue a common degree concentration.



MASTER OF BUSINESS ADMINISTRATION FOR CAREER MANAGERS IN THE PRIVATE SECTOR

PROGRAM OBJECTIVES

The Nova University MBA degree program is an innovative program featuring learning and delivery systems designed for adult working professionals who wish to increase their management effectiveness. The program curriculum contains a common core of five required courses, four specialized courses emphasizing various methods of quantitative decision-making for business managers, and three electives. Academic initiatives in the Nova University graduate management programs are designed for increased academic growth, analytical proficiency, and professional development of the adult in-service student. The student completes his or her degree by writing a four-credit-bearing analytical research project or by participating in a week-long workshop dealing with productivity improvement or operations management skills and techniques.

PROGRAM PHILOSOPHY

The MBA program emphasizes an activist, interventionist mission to serve the professional developmental and educational needs of a broad segment of the public and private sector institutions. The program focuses on the role of the individual in the organizational management process. The overriding goal of the program is to enhance the organizational effectiveness and productivity of managerial and pre-managerial personnel.



PROGRAM SCHEDULE

The program utilizes the non-traditional weekend format with class meetings on Friday evenings and Saturdays, both on campus and at locations convenient to the student's home. Classes are scheduled in thirteen-week blocks or semesters, with each course meeting every second to third weekend. Students generally enroll in two courses per block. The entire degree program may be completed in as few as 21 months. Courses are scheduled in logical sequence so that a student is able to track her/his entire program at the time of admission to the program. The program can be delivered on location to a minimum of 25 students.

FACULTY

All MBA courses are conducted by professors with advanced academic qualifications as well as extensive practical experience in business management. A national core adjunct faculty augments Nova's full-time professional staff. The diverse backgrounds and years of experience of the faculty facilitate in-depth discussion across a broad spectrum. A special effort is made to integrate practical with theoretical points of view.

DEGREE REQUIREMENTS

To complete the MBA program a student is required to complete successfully forty specified credit hours of study. A Master's Project or capstone workshop dealing with productivity improvement or operations management skills and techniques is included in the forty credits.



PROGRAM ADMISSION REQUIREMENTS

1. Applicant must hold a baccalaureate degree from an accredited college or university
2. Have earned three semester hours of undergraduate work in each of the following categories: statistics, economics, accounting, and marketing
3. Perform satisfactorily on the Graduate Management Admission Test (GMAT) or the Graduate Record Exam (GRE)
4. Provide three letters of recommendation
5. Submit a completed application form accompanied by a \$30 application fee

PROGRAM TUITION AND FEES

Application Fee (non-refundable)	\$ 30.00•
Registration Fee (per term)	\$ 20.00•
Tuition per credit hour	\$150.00•
Graduation Fee	\$ 20.00•

**Tuition and fees are subject to change without notice.*

FINANCIAL ASSISTANCE

Students who may be eligible for Veterans Administration benefits are invited to consult the VA counselor at the University. In many cases tuition is reimbursed by employers.

TRANSFER POLICY

MBA applicants are permitted to transfer up to six credits (two courses) from work completed in master's programs at other accredited institutions. The credits in question must have been completed within the last five years with a grade of "B" or better and bear an equivalent course content and level to the Nova course work. Application for transfer credit must be made at the time of admission to the program.

CORE COURSE AND OPTIONAL WORKSHOP DESCRIPTIONS FOR THE MBA PROGRAM*



GMP 5010 The Political and Legal Environment of Organizations (CR) 3 cr.

Description and analysis of the business government interface in the United States. The course covers the following areas: public goods and public policy, the actors in public policy games, ruling class domination in America, public policy and the public interest, the nature of the corporate economy in the United States, and social responsibility of business in a democratic society.

GMP 5020 Organization Behavior and Development (CR) 3 cr.

This course links the classical substance of organization and management with the analysis of reorganization elements and dimension of human behavior in the work environment.

GMP 5030 Human Resource Management (CR) 3 cr.

Personnel administration in the United States, emphasizing the development, management, and scope of personnel relations in the public services. Major topics covered include an overview of personnel management ideas prevalent in the United States; the structure of the public personnel system; recruiting and managing personnel; responsibility and control of personnel; and the future of personnel management.

GMP 5040 Quantitative methods in Management (CR) 3 cr.

Topics to be discussed include probability theory, decision making using expected value criteria, sampling theory, forecasting and simulation. Emphasis will be placed on managerial applications and the application of computer models where appropriate. **Prerequisite:** Undegraduate statistics or GMP 5002.

GMP 5050 Managerial Economics for Decision Making (CR) 3 cr.

The application of economic theory and quantitative methods to business decision making. Product demand, marginal pricing, competitive bidding, and allocation of resources. **Prerequisites:** GMP 5040 and Undergraduate Economics or GMP 5003.

GMP 5060 Managerial Accounting (MB) 3 cr.

Effective managerial decision making and financial planning through accounting systems; performance evaluation; control of operations; capital budgeting and management of assets. **Prerequisite:** Undergraduate Accounting or GMP 5001.

MP 5070 Marketing Management (MB) 3 cr.

Planning the marketing efforts and integrating it into the total operation of an organization; managing the marketing function. **Prerequisite:** GMP 5005.

GMP 5080 Financial Management (MB) 3 cr.

Fundamental of capital building, cost of capital, optional capital structure and rate of return analysis. How to evaluate and select corporate assets; an introduction to security evaluation a consideration of dividend and capital structure. **Prerequisite:** GMP 5060.

GMP 5090 Business Policy (MB) 3 cr.

Intensive scrutiny of the strategy employed by successful corporations in planning, selecting and implementing objectives. Examples for analysis from assigned cases and the utilization of a simulation management financial analysis project are the key tools used. **Prerequisite:** Completion of all required courses.

GMP 5100 Master's Project (EL) 4 cr.

The development and preparation of an independent research project. **Prerequisite:** Completion of all required courses.

GMP 5101 Operations Research Workshop (EL) 4 cr. Workshop Description:

This workshop provides students with theoretical and practical knowledge of operations research techniques/tools and their application to various managerial situations. Tools presented include: Linear programming (including transportation and assignment algorithms), PERT network models, EOQ inventory model, Queuing theory models, Decision theory (pay-off table and tree analysis), and Forecasting models. Emphasis is placed on problem/model formulation and solution application with knowledgeable computer computational support to provide more realistic managerial decision-making learning experiences.

GMP 5102 Productivity Improvement Workshop (EL) 4 cr. Workshop Description:

In this workshop students will learn innovative techniques essential to improved productivity when applied in profit and non-profit organizations. The workshop will emphasize a set of practical operating guides that can lead to an increase in productivity through planning, evaluating and motivating. Specific techniques will be addressed that can be incorporated into formal efforts of productivity improvement in any organizational environment. Students will learn how to conduct productivity audits and make productivity-effectiveness analyses. Students will apply practical solutions to existing productivity problems and become familiar with micro-computer applications that can enhance gains in productivity.

**A complete listing of elective courses is contained in our center bulletin which is given to each student upon enrollment in the program.*

MASTER OF BUSINESS ADMINISTRATION DEGREE

Nova University, 3301 College Av., Ft. Lauderdale, Florida 33314
(305) 475-7681

Nova University programs are approved by the coordinator for Veterans Approval, State of Florida, Department of Education, for veterans' educational benefits. This school is authorized under Federal Law to enroll non-immigrant alien students. The Nova University general policies on Student Relations are on file in the Office of the Registrar.

Nova University is accredited by the Southern Association of Colleges and Schools and admits students of any race, color, national or ethnic origin.