Center for the Study of Administration Off-Campus Masters Program Schedule-Block II, April-June 1983

Nova University

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# Nova University Center for the Study of Administration
3301 College Avenue, Fort Lauderdale, Florida 33314 • 305/475-7300

## Block II, April - June 1983

### Off-Campus Masters Program Schedule

**MBA, HRM, MPA, MSCJ**

<table>
<thead>
<tr>
<th>Weekend Session</th>
<th>Sequence I</th>
<th>Sequence II</th>
<th>Class/Section/Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRST</td>
<td>April 8, 9</td>
<td>April 15, 16</td>
<td>Early: Friday 6-8 PM</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Saturday 8-12 Noon</td>
</tr>
<tr>
<td>SECOND</td>
<td>April 29, 30</td>
<td>May 6, 7</td>
<td>Late: Friday 8:15-10:15 PM</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Saturday 1-5 PM</td>
</tr>
<tr>
<td>THIRD</td>
<td>May 20, 21</td>
<td>June 3, 4</td>
<td></td>
</tr>
<tr>
<td>FOURTH</td>
<td>June 10, 11</td>
<td>June 17, 18</td>
<td></td>
</tr>
<tr>
<td>FIFTH</td>
<td>June 24, 25</td>
<td>June 24, 25</td>
<td>Note: Second letter of</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>section indicates Early or</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Late.</td>
</tr>
</tbody>
</table>

*Mid-term exams for Sequence I classes will be held Saturday, May 14, 1983 as applicable. Mid-term exams for Sequence II classes will be held Saturday, May 21, 1983 as applicable.

### Key to Abbreviations for Masters Courses

| CR-Required, Core Course | MB-Required, MBA Program |
| EL-Elective              | PP-Program Prerequisite  |
| HR-Required, HRM Program | CJ-Criminal Justice Program |

### Note:

Courses required for one program may be taken as an elective in another program. Students desiring a specialization should take all electives in their area of concentration!
**SCHEDULE OF MASTERS PROGRAMS OFF-CAMPUS, APRIL JUNE 1983**

**BRADENTON**

Meeting at:
GMP 5550 BE  
GMP 5090 BL

SEQUENCE II
Sales Management  
Business Policy

CLUSTER COORDINATOR
Mr. Dallas Grover  
1103 Palma Sola Blvd.  
Bradenton, FL 33505  
H: (813) 792-7062

**BOCA RATON/MITEL-MBA**

Meeting at:
GMP 5001 CE  
GMP 5030 CL

SEQUENCE I
Introductory Accounting  
Human Resource Management

CLUSTER COORDINATOR
Mr. Al Valzone  
Mitel Corporation  
5400 Broken Sound Blvd.  
Boca Raton, FL 33431  
H: (305) 395-3973

**CEDAR RAPIDS III-MBA/HRM**

Meeting at:
GMP 5010 CE  
GMP 5020 CL

SEQUENCE II
Environment of Organizations  
Organizational Behavior & Development

CLUSTER COORDINATOR
Mr. Bob McDonnell  
269 Highland Drive, N.W.  
Cedar Rapids, Iowa 52405  
H: (319) 365-2194

**COCOA/BREVARD-MBA**

Meeting at:
GMP 5090 CE  
GMP 5580 AL

SEQUENCE I
Business Policy  
International Business

CLUSTER COORDINATOR
Ms. Clara Glover  
418 Skylark Blvd.  
Satellite Beach, FL 32937  
H: (305) 773-7363  
O: (305) 632-1111

**DAYTONA BEACH-MBA**

Meeting at:
GMP 5040 DE  
GMP 5030 DL

SEQUENCE I
Quantitative Methods in Management  
Human Resource Management

CLUSTER COORDINATOR
Mr. John McGhee  
647 North Street  
Daytona Beach, FL 32014  
H: (904) 255-5225

**TURNER**

WAGNER

**CLUSTER COORDINATOR**
Mr. Dallas Grover  
1103 Palma Sola Blvd.  
Bradenton, FL 33505  
H: (813) 792-7062

**WAGNER**

Mr. Bob McDonnell  
269 Highland Drive, N.W.  
Cedar Rapids, Iowa 52405  
H: (319) 365-2194

**LABER**

Mr. John McGhee  
647 North Street  
Daytona Beach, FL 32014  
H: (904) 255-5225

**LIPNER**

Mr. Al Valzone  
Mitel Corporation  
5400 Broken Sound Blvd.  
Boca Raton, FL 33431  
H: (305) 395-3973

**TURNER**

Mr. Bob McDonnell  
269 Highland Drive, N.W.  
Cedar Rapids, Iowa 52405  
H: (319) 365-2194

**BAXTER**

Ms. Clara Glover  
418 Skylark Blvd.  
Satellite Beach, FL 32937  
H: (305) 773-7363  
O: (305) 632-1111

**BAXTER**

Mr. John McGhee  
647 North Street  
Daytona Beach, FL 32014  
H: (904) 255-5225
<table>
<thead>
<tr>
<th>Location</th>
<th>Sequence I</th>
<th>Cluster Coordinator</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FT. MYERS-MBA/HRM</strong></td>
<td>- Financial Management</td>
<td>- Mr. Dennis Andrews</td>
</tr>
<tr>
<td>Meeting at:</td>
<td>- Advanced Organizational Development</td>
<td>- Ft. Myers, FL 33903</td>
</tr>
<tr>
<td>GMP 5080 BE</td>
<td></td>
<td>- H: (813) 995-0225</td>
</tr>
<tr>
<td>GMP 5240 BL</td>
<td></td>
<td>- O: (813) 995-2131</td>
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<tr>
<td><strong>GAINESVILLE-MBA</strong></td>
<td>- TBA</td>
<td>- GREENWOOD</td>
</tr>
<tr>
<td>Meeting at:</td>
<td></td>
<td>- Greenwood Community College</td>
</tr>
<tr>
<td>GMP 5010 DE</td>
<td>- Environment of Organizations</td>
<td>- 4300 S.W. 13 St. Gainesville, FL</td>
</tr>
<tr>
<td>GMP 5020 DL</td>
<td>- Organizational Behavior &amp; Development</td>
<td>- (904) 378-2329</td>
</tr>
<tr>
<td><strong>MIAMI SPRINGS</strong></td>
<td>- Introductory Quantitative Analysis</td>
<td>- BARRITT</td>
</tr>
<tr>
<td>Meeting at:</td>
<td>- Miami Springs Sr. H.S.</td>
<td>- SAND</td>
</tr>
<tr>
<td>GMP 5002 BE</td>
<td></td>
<td>- GOODSTEIN</td>
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<tr>
<td>GMP 5010 EL</td>
<td>- Environment of Organizations</td>
<td>- Ms. Margie Morley</td>
</tr>
<tr>
<td><strong>NORTH PALM BEACH-MBA</strong></td>
<td>- Sequence I</td>
<td>- Palm Beach Gardens, FL</td>
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<tr>
<td>Meeting at:</td>
<td></td>
<td>- (305) 622-2799</td>
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<tr>
<td>GMP 5040 EE</td>
<td>- Quantitative Methods in Management</td>
<td>- RIVERS</td>
</tr>
<tr>
<td>GMP 5030 EL</td>
<td>- Human Resource Management</td>
<td>- GOODSTEIN</td>
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<tr>
<td><strong>OCALA-MBA</strong></td>
<td>- Sequence I</td>
<td>- ESTES</td>
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<tr>
<td>Meeting at:</td>
<td></td>
<td>- Monroe Regional Medical Center</td>
</tr>
<tr>
<td>GMP 5002 FL</td>
<td>- Please setup course!</td>
<td>- Conference Classroom</td>
</tr>
<tr>
<td>GMP 5040 FE</td>
<td></td>
<td>- First Floor</td>
</tr>
<tr>
<td>GMP 5030 FL</td>
<td></td>
<td>- 131 S.W. 15 Street</td>
</tr>
<tr>
<td><strong>OCALA-MBA</strong></td>
<td></td>
<td>- OCALA, FL</td>
</tr>
<tr>
<td><strong>GAINESVILLE-MBA</strong></td>
<td>- TBA</td>
<td>- LEE</td>
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<tr>
<td>Meeting at:</td>
<td></td>
<td>- GMUER</td>
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<tr>
<td>GMP 5040 FE</td>
<td>- Quantitative Methods in Management</td>
<td>- ESTES</td>
</tr>
<tr>
<td>GMP 5030 FL</td>
<td>- Human Resource Management</td>
<td>- ESTES</td>
</tr>
</tbody>
</table>
### ORLANDO II-MBA/HRM

**SEQUENCE I**

Meeting at: City Hall/Fire Station Education Classroom 175 Newburgport Avenue Altamonte Springs, FL

- **GMP 5080 CE**: Financial Management
- **GMP 5240 CL**: Advanced Organizational Development

**SEQUENCE II**

Meeting at: City Hall/Fire Station Education Classroom 175 Newburgport Avenue Altamonte Springs, FL

- **GMP 5040 GE**: Quantitative Methods in Management
- **GMP 5030 GL**: Human Resource Management

### RTLD III-MBA

**SEQUENCE I**

Meeting at: City Hall/Fire Station Education Classroom 175 Newburgport Avenue Altamonte Springs, FL

### ST. PETERSBURG-MBA/HRM

**SEQUENCE I**

Meeting at: Tampa College 4950 34 St., North St. Petersburg, FL

- **GMP 5090 DE**: Business Policy
- **GMP 5100 B**: Masters' Project

### SOUTH MIAMI-MBA/HRM

**SEQUENCE II**

Meeting at: Baptist Hospital Education Classroom 8900 N. Kendall Avenue Miami, FL 23176

- **GMP 5060 BE**: Managerial Accounting
- **GMP 5410 BE**: Health Systems
- **GMP 5320 BL**: Managerial Communications

### CLUSTER COORDINATOR

- **Ms. Linda Partin**: 102 Canada Avenue Altamonte Springs, FL 32701 H: (305) 831-6521
- **Ms. Linda Partin**: 102 Canada Avenue Altamonte Springs, FL 32701 H: (305) 831-6521
- **Mr. Darwin Driggers**: 11736 Wesson Circle Tampa, FL 33618 H: (813) 962-3830 O: (813) 272-2360
- **Ms. Sara Nelson**: 7735 S.W. 145 Court Miami, FL 33183 H: (305) 387-9012
- **Ms. Sara Nelson**: 7735 S.W. 145 Court Miami, FL 33183 H: (305) 387-9012
### Stuart/St. Lucie - MPA/HRM Sequence II

**Meeting at:** Martin Memorial Hospital  
1st Floor Education Classroom  
Hospital Avenue  
Stuart, FL 33494

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GMP 5010 FE</td>
<td>Environment of Organizations</td>
</tr>
<tr>
<td>GMP 5020 FL</td>
<td>Organizational Behavior &amp; Development</td>
</tr>
</tbody>
</table>

### Tampa/Clearwater II - MBA/MPA Sequence II

**Meeting at:** Tampa College  
Mercury Building, Rm. 203  
Tampa, Florida

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GMP 5050 BE</td>
<td>Managerial Economics</td>
</tr>
<tr>
<td>GMP 5450 BL</td>
<td>Public Administration Theory and Practice</td>
</tr>
</tbody>
</table>

### West Palm Beach II - MBA Sequence II

**Meeting at:** Conniston Jr. High School  
673 Conniston Road  
(I-95 & Southern Blvd.)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GMP 5090 EE</td>
<td>Business Policy</td>
</tr>
<tr>
<td>GMP 5910 AL</td>
<td>Business Information Systems</td>
</tr>
</tbody>
</table>

### Richland, WA - MBA Sequence II

**Meeting at:** International Dunes Rivershore  
50 Comstock  
Richland, WA

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GMP 5381 BE</td>
<td>Managing Stress</td>
</tr>
<tr>
<td>GMP 5090 FL</td>
<td>Business Policy</td>
</tr>
</tbody>
</table>

### Richland - MBA Sequence II

**Meeting at:** International Dunes Rivershore  
50 Comstock  
Richland, WA

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GMP 5040 HE</td>
<td>Quantitative Methods in Management</td>
</tr>
<tr>
<td>GMP 5030 HL</td>
<td>Human Resource Management</td>
</tr>
</tbody>
</table>
Graduate tuition is $330 per course. Tuition for program prerequisite courses is $300. Students receiving employer reimbursements are expected to pay tuition in advance and secure reimbursement from their employers. Promissory notes for partial payment will be issued only to those students who are waiting for student loans to be processed. Approval to sign promissory notes must be obtained from the comptroller's office.

Refunds are made solely at the option of the University for conditions beyond the students' control. Refunds must be requested in writing on the Add/Drop, Withdrawal Forms. Requests are based on the date of the written request form. When granted, the tuition credit will be as follows: After the first weekend 75%, after the second weekend 50%, then 0%.

Textbooks are to be purchased through the Cluster Coordinator.

Registration is to be made through the Cluster Coordinator.

A registration fee of $15 applies to each registration form processed by the University. Include the registration fee with the tuition and other applicable fees.

Springtime is a time of reflection on our efforts of the previous fall and winter seasons. As you are well aware, our enrollment has enjoyed unprecedented growth during the last six months. We attribute this to many factors, the most important of which is the enthusiastic endorsement of our programs by our students and graduates, and their employers. This year we have focused great attention on expanding our offerings in the fields of computer systems management; microcomputer applications in management, accounting, marketing, and international business; and banking and financial institution management. Certificate programs in these and other fields are now available to students both on campus in Fort Lauderdale, and throughout our vast field-based delivery system. As in the past, we are committed to meet the educational needs of career professionals in their ever-expanding, managerial roles.

Neuman F. Pollack
Director