

1988

# Friedt School of Business and Entrepreneurship Master Programs Schedule of Classes Block II- 1988- Block I 1989

Nova University

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# Schedule of Classes

For Block IV-87 through Block III-88



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Program Update  
by  
Neuman F. Pollack, Dean and Center Director

I want to take this opportunity to thank all students who participated in our survey to determine how the Master's Programs can better serve our students' needs and help us to plan our seminars so that everyone can take full advantage of the course offerings. Be assured that newly formatted courses are under development at this time. You will hear more about them shortly.

To give you an idea of what you can expect, here is the results of the survey.

During the spring of 1987, the master's students were surveyed regarding their interest in degree specializations and course format. Three hundred and three, (303), students responded to this survey. This represents approximately 40% of all master's students in CSA programs. The following results were obtained.

1. Seventy-five percent of students enroll in two courses per term which is the designed format for the programs; 22% of students enroll in only one course per term; 3% enroll in three courses per term. Thus, while the program model permitting students to complete their master's degree in 18-21 months is adhered to by the preponderance of students a significant number of students proceed at a slower pace. To be sure, this is more prevalent on campus where students have greater ability to spread out their coursework with little concern for the future availability of classes, which is not the case in off-campus clusters.
2. Seventy percent of students expressed interest in enrolling in four-day intensive courses for electives in the program. The four-day intensive format would permit the scheduling of less popular classes for students in clusters who have only a few elective options.
3. When asked about post graduation specialization programs, 53% of the students expressed interest in the following topics. (Topics listed in rank order)
  - a. leadership and managerial decision making
  - b. computer applications in management
  - c. finance
  - d. marketing
  - e. accounting

Other topics mentioned include banking, telecommunications, and health services.

As we expand our newer programs throughout Florida, we continue to strive to serve the professional development needs of individuals. The faculty and staff stands ready to assist you to achieve your goals.

Center for the Study of Administration  
Program Advisors

Students are encouraged to contact an advisor if there is a need for assistance.

Program	Director/Staff	Room	Telephone
Center Director	Neuman Pollack	346	475-7644
	Helen Williams	346	475-7644
	Janice Schild	352	475-7084
Master's	Charles Blackwell	352	475-7482
	Norma Gardner	352	475-7302
	Sonjua Hall	344	475-7689
	Karen Herr	344	475-7643
	Sandy Kramer	344	475-7079
	Lee Krosser	343	475-7683
	Marlene Kryvicky	345	475-7317
	Karren Perez	345	475-7681
	William Spade	354	475-7647
	Ada Troonin	345	475-7555
Nova Banking Institute	William Harrington	346	475-7480
	Audrey Olson	346	475-7083
Health Services Admin.	Daniel Austin	355	475-7475
	Audrey Olson	346	475-7083
Accounting	Edward Becker	353	476-8913

Center for the Study of Administration  
Master's Programs  
1987/1988 Class Meeting Dates

BLOCK IV	SEQUENCE I	SEQUENCE II
	1987	1987
Session 1	Oct. 9, 10	Oct. 16, 17
Session 2	Oct. 23, 24	Oct. 30, 31
Mid-term Exam	Oct. 31	Nov. 7
Session 3	Nov. 6, 7	Nov. 13, 14
Session 4	Nov. 20, 21	Dec. 4, 5
Session 5	Dec. 11, 12	Dec. 18, 19
 BLOCK I	 SEQUENCE I	 SEQUENCE II
	1988	1988
Session 1	Jan. 8, 9	Jan. 15, 16
Session 2	Jan. 22, 23	Jan. 29, 30
Mid-term Exam	Feb. 6	Feb. 13
Session 3	Feb. 12, 13	Feb. 19, 20
Session 4	Feb. 26, 27	Mar. 4, 5
Session 5	Mar. 11, 12	Mar. 18, 19
 BLOCK II	 SEQUENCE I	 SEQUENCE II
	1988	1988
Session 1	April 8, 9	April 15, 16
Session 2	April 22, 23	April 29, 30
Mid-term Exam	April 30	May 14
Session 3	May 13, 14	May 20, 21
Session 4	June 3, 4	June 10, 11
Session 5	June 17, 18	June 24, 25
 BLOCK III	 SEQUENCE I	 SEQUENCE II
	1988	1988
Session 1	July 8, 9	July 15, 16
Session 2	July 22, 23	July 29, 30
Mid-term Exam	July 30	August 13
Session 3	August 12, 13	August 19, 20
Session 4	August 26, 27	Sept. 9, 10
Session 5	Sept. 16, 17	Sept. 23, 24

## Center for the Study of Administration

### ADVISEMENT

If you are not sure of your course registration requirements, please call or visit the master's program office for advisement. Cluster students should contact their cluster coordinators. Courses should be taken in sequence as listed in the master's bulletin. Permission to go out of sequence must be obtained from the program director. Be sure you obtain course syllabi at the time of registration. ALL STUDENTS SHOULD READ THE NEW MASTER'S BULLETIN AND BECOME FAMILIAR WITH PROGRAM POLICIES AND PROCEDURES. ALL ON-CAMPUS STUDENTS MUST MAKE AN APPOINTMENT FOR ADVISEMENT BEFORE REGISTERING FOR CLASSES. Advisement appointments will be taken six weeks prior to the beginning of class. DEADLINE FOR NEW STUDENT APPLICATIONS IS TWO WEEKS PRIOR TO THE BEGINNING OF CLASS. Returning students should register for classes no less than one week before the start of Sequence I dates. Cluster students should contact their cluster coordinator concerning dates for registration.

### REGISTRATION FEE

A registration fee of \$20 is required for each registration form processed by the University. Include this fee with your tuition and other applicable fees.

### TUITION

Graduate tuition is \$525 per course.\* Tuition for program prerequisite courses is \$465. In certain circumstances students may satisfy the registration FULL PAYMENT policy by signing an official NOTE, which will obligate them to remit full payment within a period of time prescribed by the University. The circumstances, when deferred payment is possible, are as follows:

1. Students who have APPROVED bank or government LOANS or other forms of financial aid may obtain a deferment form allowing them to defer full payment until the loan or aid is actually disbursed.
2. Students who are eligible for TUITION REIMBURSEMENT from their EMPLOYER must submit a copy of their employer's educational assistance plan (one time), a letter verifying current employment (each term), a payment of a registration fee of \$20.00, a deferment fee of \$21.00 per course (\$42.00 per two courses), which is 1% per month on the unpaid balance, and a signed promissory note.

Remember: Reimbursement means that the tuition is paid by the student at the time of registration and the employer pays the student (his employee). APPROVED deferred payment will be due one month after the term ends.

\*Tuition and fees do not apply to Bankers Executive MBA Program.

## Center for the Study of Administration

### REGISTRATION

Register in person or by submitting your completed registration form, tuition, and fees IN FULL to the Registrar's Office, Parker Building, Room 351. The Registrar's Office is open Monday through Thursday, 8:30 A.M. - 8:00 P.M.; Friday 8:30 A.M. - 7:00 P.M.; and Saturday, 8:30 A.M. - 1:00 P.M.

Mail your completed registration form, tuition, and fees IN FULL to the Registrar's Office, 3301 College Avenue, Fort Lauderdale, Florida 33314. On-campus students who have not received registration materials may request them by calling 475-7079. Cluster students will receive registration materials through their cluster coordinators.

Students must complete registration one week prior to Sequence I dates to avoid a late fee of \$15.00. Students registering on or after the first night of class incur a late fee of \$50.00. (See Registration Cutoffs)

### REFUND POLICY

Refunds are made at the option of the University only for conditions beyond the student's control. Refunds must be requested in writing on the Change of Registration Form or Withdrawal Form. Requests are based on the date of the written request form. When granted, the tuition credit will be as follows: after the first weekend of classes - 75%, after the second weekend - 50%, then 0%.

### WITHDRAWAL POLICY

Students may withdraw at any time before the fifth weekend of classes and may request a tuition refund by submitting a formal written request through the third weekend of classes. Refunds will be made solely at the option of Nova University and are based on the legitimacy of the reason for withdrawal. (See Refund Policy)

### TEXTBOOKS

On-campus: Textbooks for all courses are available for purchase at:

Nova Books Inc., 6508 S.W. 39th Street, Davie, Florida 33314,  
(305) 583-5860.

The bookstore is not an official arm of Nova University.

Off-campus: Textbooks are to be purchased through the Cluster Coordinator.

## Center for the Study of Administration

### Notes:

The following are the master's degrees offered in the Center for the Study of Administration:

Master of Business Administration (MBA)  
Master of Public Administration (MPA)  
Master of Science in Human Resource Management (MS/HRM)  
Master of Science in Criminal Justice (MS/CJ)  
Master of Accounting (M/ACC)  
Master of Science in Human Services (MS/HS)  
Master of Science in Telecommunications (MS/TCM)  
Master of Science in Microcomputer Applications in Management (MS/MAM)  
Master of International Business Administration (MIBA)  
Master of Science in Health Services Administration (MS/HSA)  
Master of Science in International Economics and Finance (MS/IEF)  
Bankers Executive Master of Business Administration (BX MBA)

### Key to abbreviations for master's courses:

(CR) - Required Core Courses (MBA, MPA, HRM)  
(EL) - Elective  
(EX) - Required, Bankers Executive MBA Program  
(HR) - Required, HRM Program  
(H/S) - Required, Human Services Program  
(M/A) - Required, M/ACC Program  
(M/M) - Required, Microcomputer Applications in Management Program  
(MB) - Required, MBA Program  
(MP) - Required, MPA Program  
(CJ) - Required, Criminal Justice Program  
(MT) - Required, Telecommunication Program  
(HSA) - Required, Health Services Administration Program  
(IB) - Required, International MBA Program  
(IEF) - Required, International Economics & Finance Program

### Key to abbreviations for certificate courses:

(AC) - Accounting  
(BA) - Banking & Financial Institutions  
(CS) - Computer Systems Management  
(CJ) - Criminal Justice  
(HR) - Human Resource Management  
(HS) - Health Systems Management  
(IB) - International Business  
(MA) - Marketing  
(MC) - Microcomputer Applications  
(PC) - Procurement and Contract Management  
(PM) - Public Management  
(TC) - Telecommunications

## Center for the Study of Administration

### Notes:

Courses required for one program (except the Bankers Executive MBA program) may be taken as an elective in another program.

Students desiring a specialization should take all electives in the area of concentration.

The program office reserves the right to cancel classes for which fewer than ten (10) students have enrolled.

### Times

Early: Friday 6:00-8:00 P.M.	Late: Friday 8:15-10:15 P.M.
Saturday 8:00-12 Noon	Saturday 1:00-5:00 P.M.

The second letter of the course section indicates the time.

Prerequisites meet on Monday(M), Tuesday(T), Wednesday(W), and Thursday(R) evenings for ten weeks, 6:00 P.M.-9:00 P.M.

\* Students must have satisfied program prerequisites to register for classes.

\*\* Only students who have completed GMP 5012-GMP 5080 and are fully matriculated will be permitted to enroll in GMP 5090.

Mid-term exams will be held as applicable.

### REGISTRATION CUTOFFS

#### BLOCK IV

Regular Registration	September 1, 1987 - October 2, 1987
Late Registration	October 5, 1987 - October 9, 1987, \$15.00 Late Fee After October 9, 1987, the late fee is \$50.00

#### BLOCK I

Regular Registration	November 30, 1987 - December 31, 1987
Late Registration	January 4, 1988 - January 8, 1988, \$15.00 Late Fee After January 8, 1988, the late fee is \$50.00

#### BLOCK II

Regular Registration	February 29, 1988 - April 1, 1988
Late Registration	April 4, 1988 - April 8, 1988, \$15.00 Late Fee After April 8, 1988, the late fee is \$50.00

#### BLOCK III

Regular Registration	May 30, 1988 - July 1, 1988
Late Registration	July 5, 1988 - July 8, 1988, \$15.00 Late Fee After July 8, 1988, the late fee is \$50.00

Main Campus Schedule  
Sequence I, 1987/1988

BLOCK IV	BLOCK I	BLOCK II	BLOCK III	ROOM #
GMP 5002 AE (M)	GMP 5001 AE (M)	GMP 5002 AE (M)	GMP 5001 AE (M)	P105
GMP 5003 AE (T)	GMP 5002 AE (T)	GMP 5003 AE (T)	GMP 5002 AE (T)	P105
GMP 5008 AE (W)	GMP 5005 AE (W)	GMP 5008 AE (W)	GMP 5005 AE (W)	P105
GMP 5009 AE (R)	GMP 5009 AE (R)	GMP 5009 AE (R)	GMP 5009 AE (R)	P105
GMP 5050 AE *	GMP 5050 AE *	GMP 5050 AE *	GMP 5050 AE *	P237
GMP 5060 AE *	GMP 5060 AE *	GMP 5060 AE *	GMP 5060 AE *	P241
GMP 5070 AL *	GMP 5070 AL *	GMP 5070 AL *	GMP 5070 AL *	P207
GMP 5080 AE *	GMP 5080 AE *	GMP 5080 AE *	GMP 5080 AE *	P239
GMP 5090 AE **	GMP 5090 AE **	GMP 5090 AE **	GMP 5090 AE **	P207
GMP 5756 AE	GMP 5781 AE	GMP 5782 AE		P238
GMP 5753 AL	GMP 5715 AL	GMP 5751 AL		P237
GMP 5240 AE	GMP 5270 AE	GMP 5205 AE	GMP 5260 AE	P209
GMP 5320 AL	GMP 5381 AL	GMP 5300 AL	GMP 5381 AL	P209
GMP 5430 AL	GMP 5440 AL	GMP 5410 AL	GMP 5420 AL	P129
GMP 5461 AE	GMP 5445 AE	GMP 5430 AE	GMP 5440 AE	M225
GMP 5080 BL ***	GMP 5951 AL	GMP 5020 AL ***	GMP 5443 AL	M225
GMP 5463 AL	GMP 5464 AL	GMP 5461 AL	GMP 5462 AL	P215
GMP 5470 AE	GMP 5480 AE	GMP 5450 AE	GMP 5460 AE	P129
GMP 5540 AL	GMP 5541 AL	GMP 5580 AL	GMP 5575 AL	P241
GMP 5573 AL	GMP 5570 AL	GMP 5571 AL	GMP 5572 AL	P105
GMP 5911 AL	GMP 5921 AL	GMP 5931 AL	GMP 5941 AL	P239

Note: Prerequisite classes begin the week following Sequence I dates.

Additional prerequisite classes are listed on page 11.

\*Students must have satisfied program prerequisites to register for classes.

\*\*Class open only to students who have taken GMP 5012 - GMP 5080 and are fully matriculated.

\*\*\*Class open only to Health Services Administration Students.

Main Campus Schedule  
Sequence II, 1987/1988

BLOCK IV	BLOCK I	BLOCK II	BLOCK III	ROOM #
GMP 5012 AE	GMP 5012 AE	GMP 5012 AE	GMP 5012 AE	P207
GMP 5012 BE	GMP 5012 BE			P239
GMP 5020 AL	GMP 5020 AL	GMP 5020 AL	GMP 5020 AL	P209
GMP 5020 BL	GMP 5020 BL			P129
GMP 5030 AL	GMP 5030 AL	GMP 5030 AL	GMP 5030 AL	P239
GMP 5040 AE *	GMP 5040 AE *	GMP 5040 AE *	GMP 5040 AE *	P237
GMP 5731 AE	GMP 5720 AE	GMP 5711 AE	GMP 5733 AE	P238
GMP 5761 AL	GMP 5769 AL	GMP 5762 AL	GMP 5712 AL	P238
GMP 5470 BE ***	GMP 5420 AE	GMP 5470 AE	GMP ____ AE	P241
GMP 5443 AL	GMP 5440 AL	GMP 5430 AL	GMP ____ AL	P241
	GMP 5905 AL	GMP 5904 AL	GMP 5905 AL	P237
GMP 5907 AE	GMP 5903 AE	GMP 5908 AE	GMP 5909 AE	P129
GMP 5575 AE	GMP 5053 AE	GMP 5581 AE	GMP 5541 AE	P209
GMP 5611 AL	GMP 5540 AL	GMP 5621 AL	GMP 5052 AL	P207
GMP 5011 AE	GMP 5460 AE	GMP 5218 AE	GMP 5220 AE	P105
GMP 5400 AL	GMP 5219 AL	GMP 5800 AL	GMP 5491 AL	P105

Coral Springs Site

GMP 5020 FL	GMP 5012 FL	GMP 5020 FL	GMP 5012 FL
GMP 5040 FE	GMP 5030 FE	GMP 5040 FE	GMP 5030 FE
GMP 5060 FE	GMP 5050 FE	GMP 5060 FE	GMP 5050 FE
GMP 5070 FL	GMP 5080 FE	GMP 5070 FL	GMP 5080 FE
GMP 5090 FE **	GMP Elec FL	GMP 5090 FE **	GMP Elec FL
GMP 5220 FL		GMP Elec FL	

International Business Courses - Scheduled for 8 weeks on Tuesdays and Thursdays, 2:00 P.M. - 4:00 P.M.

GMP 5580 AE Beginning 10/13/87	GMP 5055 AE Beginning 01/12/88	GMP 5040 BE Beginning 04/12/88	P238
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<u>Sequence I</u> GMP 4002 AE GMP 4003 AL	<u>Sequence II</u> GMP 4004 AE GMP 4005 AL	<u>Sequence I</u> GMP 4002 AE GMP 4003 AL	<u>Sequence II</u> GMP 4004 AE GMP 4005 AL	P215 P215
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Center for the Study of Administration  
Bankers Executive MBA Program  
1987/1988 Class Meeting Dates

BLOCK IV, 1987

Session 1	October 10, 1987
Session 2	October 17, 1987
Session 3	October 31, 1987
Session 4	November 7, 1987
Session 5	November 21, 1987
Session 6	December 5, 1987
Session 7	December 12, 1987
Session 8	December 19, 1987

BLOCK I, 1988

Session 1	January 9, 1988
Session 2	January 23, 1988
Session 3	January 30, 1988
Session 4	February 13, 1988
Session 5	February 20, 1988
Session 6	March 5, 1988
Session 7	March 12, 1988
Session 8	March 19, 1988

BLOCK II, 1988

Session 1	April 9, 1988
Session 2	April 23, 1988
Session 3	April 30, 1988
Session 4	May 14, 1988
Session 5	May 21, 1988
Session 6	June 4, 1988
Session 7	June 18, 1988
Session 8	June 25, 1988

BLOCK III, 1988

Session 1	July 9, 1988
Session 2	July 23, 1988
Session 3	July 30, 1988
Session 4	August 13, 1988
Session 5	August 20, 1988
Session 6	September 10, 1988
Session 7	September 17, 1988
Session 8	September 24, 1988

BANKING WORKSHOPS

- GMP 5851 - Commercial Lending (November 9 - 13, 1987)
- GMP 5861 - Bank Management Computer Simulation (February 10, 1988)
- GMP 5862 - Current Issues Forum (March 2, 16, and 30, 1988)
- GMP 5870 - Commercial Real Estate Lending (May 2 - 6, 1988)
- GMP 5861 - Bank Management Computer Simulation (June 17, 1988)
- GMP 5862 - Current Issues Forum (August 12 and 19, 1988)

Center for the Study of Administration  
Bankers Executive MBA Program  
Schedule of Classes for 1987/1988

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BLOCK IV, 1987

Main Campus (Group 1)

GMP 5860 EXE      Asset/Liability Management

GMP 5070 EXL      Marketing Management

Main Campus (Group 2)

GMP 5060 EXE      Managerial Accounting

GMP 5020 EXL      Organizational Behavior and Development

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BLOCK I, 1988

Main Campus (Group 1)

GMP 5852 EXE      Consumer Banking Management

GMP 5090 EXL      Business Policy

Main Campus (Group 2)

GMP 5080 EXE      Financial Management

GMP 5042 EXL      Bank Operations Management

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BLOCK II, 1988

Main Campus (Group 2)

GMP 5860 EXE      Asset/Liability Management

GMP 5070 EXL      Marketing Management

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BLOCK III, 1988

Main Campus (Group 2)

GMP 5852 EXE      Consumer Banking Management

GMP 5090 EXL      Business Policy

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The third letter (E or L) of the course section indicates the time the class will meet.

Early classes meet from 8:00 A.M. to 12:00 P.M.

Late classes meet from 1:00 P.M. to 5:00 P.M.

Center for the Study of Administration  
Master's Programs  
Cluster Schedule for 1987/1988

BLOCK IV	BLOCK I	BLOCK II	BLOCK III
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AT&T ORLANDO (Employees Only)

Sequence I

MBA

GMP 5060 IE	GMP 5070 IL	GMP 5090 IE **
GMP 5580 IL	GMP 5080 IE	GMP 5620 IL

Special Dates Sequence (Classes meet every 3rd weekend)

MBA

GMP 5030 IL	GMP 5050 IE	GMP 5060 IE	GMP 5070 IL
GMP 5040 IE	GMP Elec IL	GMP Elec IL	GMP 5080 IE

BILLINGS, MONTANA

Sequence I

MBA\*

GMP 5012 RE	GMP 5030 RL	GMP 5050 RE	GMP 5060 RE
GMP 5020 RL	GMP 5040 RE	GMP Elec RL	GMP Elec RL

BOCA RATON/DELRAY

Sequence I

MBA

GMP 5070 CL	GMP 5090 CE **
GMP 5080 CE	GMP 5620 CL

GMP 5070 CE	GMP 5090 CL **
GMP 5080 CL	GMP 5620 CE

Sequence II

MBA

GMP 5030 CL	GMP 5050 CE	GMP 5060 CE	GMP 5070 CL
GMP 5040 CE	GMP Elec CL	GMP Elec CL	GMP 5080 CE

\*Fifteen registrations must be received before the cluster program will be offered.

\*\*Classes open only to students who have taken GMP 5012 - GMP 5080 and are fully matriculated.

\*\*\*Classes will be divided into two sections when determined by class size.

BLOCK IV	BLOCK I	BLOCK II	BLOCK III
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BRADENTON/SARASOTA

Sequence II

MBA

GMP 5090 DE \*\*  
GMP 5620 DL

Sequence II\*

MBA\*

GMP 5012 DE	GMP 5030 DL	GMP 5050 DE	GMP 5060 DE
GMP 5020 DL	GMP 5040 DE	GMP Elec DL	GMP Elec DL

CEDAR RAPIDS, IOWA

Sequence II

MBA

GMP 5050 EE	GMP 5060 EE	GMP 5080 EE
GMP Elec EL	GMP Elec EL	GMP 5090 EL **

Sequence II

MBA\*

GMP 5012 EE	GMP 5030 EL	GMP 5050 EE	GMP 5060 EE
GMP 5020 EL	GMP 5040 EE	GMP Elec EL	GMP Elec EL

CORAL SPRINGS

Sequence II

MBA

GMP 5020 FL	GMP 5012 FL	GMP 5020 FL	GMP 5012 FL
GMP 5040 FE	GMP 5030 FE	GMP 5040 FE	GMP 5030 FE
GMP 5060 FE	GMP 5050 FE	GMP 5060 FE	GMP 5050 FE
GMP 5070 FL	GMP 5080 FE	GMP 5070 FL	GMP 5080 FE
GMP 5090 FE **	GMP Elec FL	GMP 5090 FE **	GMP Elec FL
GMP 5220 FL		GMP Elec FL	

DAYTONA BEACH

Sequence II

MS/Human Services

GMP 5220 XXE	GMP 5218 XXE	GMP 5219 XXE	GMP 5491 XXE
GMP 5020 XXL	GMP 5400 XXL	GMP Elec XXL	GMP Elec XXL

BLOCK IV	BLOCK I	BLOCK II	BLOCK III
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# DELRAY BEACH

## Sequence I

### MS/Health Services Administration\*

GMP 5020 LE	GMP 5420 LE	GMP _____ LE	GMP _____ LE
GMP 5430 LL	GMP 5410 LL	GMP _____ LL	GMP _____ LL

## FT. MYERS

## Sequence II

### M/Accounting

GMP 5756 GGE	GMP 5753 GGE	GMP 5725 GGE	GMP 5731 GGE
GMP 5762 GGL	GMP 5769 GGL ***	GMP 5720 GGL	GMP 5761 GGL

## Sequence II

### MBA\*

GMP 5012 GE	GMP 5030 GL	GMP 5050 GE	GMP 5060 GE
GMP 5020 GL	GMP 5040 GE	GMP Elec GL	GMP Elec GL

## Sequence II

### M/S Health Services Administration\*

GMP 5020 ZE	GMP 5440 ZE	GMP _____ ZE	GMP _____ ZE
GMP 5430 ZL	GMP 5410 ZL	GMP _____ ZL	GMP _____ ZL

## FT. PIERCE/VERO BEACH

## Sequence I

### MBA/MPA

GMP 5060 WE	GMP 5070 WL	GMP 5090 WE **
GMP 5800 WL	GMP 5080 WE	GMP 5470 WL

## Sequence I

### MBA/MPA\*

GMP 5012 WE	GMP 5030 WL	GMP 5050 WE
GMP 5020 WL	GMP 5040 WE	GMP Elec WL

## Sequence II

### MS/Human Services

GMP 5800 WE	GMP 5219 WE	GMP 5491 WE	GMP 5020 WE
GMP 5220 WL	GMP 5400 WL	GMP 5218 WL	GMP Elec WL

\*\*\*GMP 5175 can be taken as a required course if enough people agree to register (will require a 6 weekend class schedule).

BLOCK IV	BLOCK I	BLOCK II	BLOCK III
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#### GAINESVILLE

##### Sequence I

##### MBA

GMP 5070 HL	GMP 5090 HE **
GMP 5080 HE	GMP 5620 HL

##### Sequence I

##### MBA\*

GMP 5012 HE	GMP 5030 HL	GMP 5050 HE	GMP 5060 HE
GMP 5020 HL	GMP 5040 HE	GMP Elec HL	GMP Elec HL

#### GILLETTE, WYOMING

##### Sequence I

##### MBA\*

GMP 5012 YE	GMP 5030 YL	GMP 5050 YE	GMP 5060 YE
GMP 5020 YL	GMP 5040 YE	GMP Elec YL	GMP Elec YL

#### JACKSONVILLE (American Trans-Tech)

##### Sequence II

##### MBA

GMP 5030 JL	GMP 5050 JE	GMP 5060 JE	GMP 5070 JL
GMP 5040 JE	GMP Elec JL	GMP Elec JL	GMP 5080 JE

#### LAKELAND

##### Sequence I

##### MBA

GMP 5090 ME **
GMP 5620 ML

##### Sequence I

##### MBA\*

GMP 5012 ME	GMP 5030 ML	GMP 5050 ME
GMP 5020 ML	GMP 5040 ME	GMP Elec ML

\*Fifteen registrations must be received before the cluster program will be offered.

\*\*Classes open only to students who have taken GMP 5012 - GMP 5080 and are fully matriculated.

BLOCK IV	BLOCK I	BLOCK II	BLOCK III
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# OCALA

## Sequence II

### MBA

GMP 5060 OOE	GMP 5070 OOL	GMP 5090 OOE **
GMP 5381 OOL	GMP 5080 OOE	GMP 5010 OOL

## ORLANDO (NORTH)

## Sequence II

### MBA

GMP 5070 OE	GMP 5090 OE **
GMP 5080 OL	GMP 5620 OL

## Sequence II

### MBA\*

GMP 5012 OE	GMP 5030 OE	GMP 5050 OE	GMP 5060 OE
GMP 5020 OL	GMP 5040 OL	GMP Elec OL	GMP Elec OL

## Sequence II

### MS/Human Services

GMP 5491 OE	GMP 5011 OE	GMP 5220 OE
GMP Elec OL	GMP 5460 OL	GMP 5800 OL

## Sequence II

### M/Accounting\*

GMP 5731 IIE	GMP 5711 IIE	GMP 5712 IIE	GMP Elec IIE
GMP 5761 IIL	GMP 5762 IIL	GMP 5733 IIL	GMP Elec IIL

## ORLANDO (SOUTH)

## Sequence I

### MBA\*

GMP 5012 OE	GMP 5030 OL	GMP 5050 OE	GMP 5060 OE
GMP 5020 OL	GMP 5040 OE	GMP Elec OL	GMP Elec OL

\*Fifteen registrations must be received before the cluster program will be offered.

\*\*Class open only to students who have taken GMP 5012 - GMP 5080 and are fully matriculated.

BLOCK IV	BLOCK I	BLOCK II	BLOCK III
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RICHLAND, WASHINGTON

Sequence II

MBA\*

GMP 5012 QE	GMP 5030 QL	GMP 5050 QE	GMP 5060 QL
GMP 5020 QL	GMP 5040 QE	GMP 5462 QL	GMP Elec QE
GMP 5461 QL	GMP 5464 QL		

ST. PETERSBURG/CLEARWATER

Sequence II

MS/Human Services

GMP 5220 SE	GMP 5218 SE	GMP 5219 SE	GMP 5491 SE
GMP 5020 SL	GMP 5800 SL	GMP 5400 SL	GMP Elec SL

SOUTH MIAMI

Sequence I

MBA

GMP 5070 UL	GMP 5090 UE **
GMP 5080 UE	GMP 5572 UL

Sequence II

MBA\*

GMP 5012 UE	GMP 5030 UL	GMP 5050 UE	GMP 5060 UE
GMP 5020 UL	GMP 5040 UE	GMP Elec UL	GMP Elec UL

SOUTHERN BELL/FORT LAUDERDALE (Employees Only)

Sequence I

MBA/HRM

GMP 5050 TTE	GMP 5060 TTE	GMP 5070 TTL	GMP 5090 TTE **
GMP 5360 TTL	GMP 5320 TTL	GMP 5080 TTE	GMP Elec TTL
	GMP 5381 TTL		

Sequence I

MBA\*

GMP 5012 TTE	GMP 5030 TTL	GMP 5050 TTE	GMP 5060 TTE
GMP 5020 TTL	GMP 5040 TTE	GMP Elec TTL	GMP Elec TTL

BLOCK IV	BLOCK I	BLOCK II	BLOCK III
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# TAMPA

## Sequence I

### MBA

GMP 5070 VL	GMP 5090 VE **
GMP 5080 VE	GMP Elec VL

## Sequence I

### MBA\*

GMP 5012 VE	GMP 5030 VL	GMP 5050 VE	GMP 5060 VE
GMP 5020 VL	GMP 5040 VE	GMP Elec VL	GMP Elec VL

## Sequence II

### MS/Health Services Administration

GMP 5410 VVE	GMP 5470 VVE	GMP 5080 VVE	GMP 5951 VVE
GMP 5435 VVL	GMP 5420 VVL	GMP 5461 VVL	GMP 5445 VVL

# VENICE

## Sequence I

### MBA\*

GMP 5012 PE	GMP 5030 PL	GMP 5050 PE	GMP 5060 PE
GMP 5020 PL	GMP 5040 PE	GMP Elec PL	GMP Elec PL

# WEST PALM BEACH

## Sequence I

### MBA

GMP 5070 NL	GMP 5090 NE **
GMP 5080 NE	GMP Elec NL

## Sequence II

### MBA\*

GMP 5012 NE	GMP 5030 NL	GMP 5050 NE	GMP 5060 NE
GMP 5020 NL	GMP 5040 NE	GMP Elec NL	GMP Elec NL

## Sequence I

### MS/Human Services\*

GMP 5011 XE	GMP 5220 XE	GMP 5218 XE	GMP _____ XE
GMP 5460 XL	GMP 5800 XL	GMP 5400 XL	GMP _____ XL

\*Fifteen registrations must be received before the cluster program will be offered.

\*\*Class open only to students who have taken GMP 5012 - GMP 5080 and are fully matriculated.

Center for the Study of Administration  
Master's Program Course Listing

GMP 4001 - Principles of Accounting (PP)  
GMP 4002 - Cost Accounting (PP)  
GMP 4003 - Intermediate Accounting I (PP)  
GMP 4004 - Intermediate Accounting II (PP)  
GMP 4005 - Advanced Accounting (PP)  
GMP 5000 - American Government (PP)  
GMP 5001 - Introductory Accounting (PP)  
GMP 5002 - Introductory Quantitative Analysis (PP)  
GMP 5003 - Introductory Economics (PP)  
GMP 5004 - Introductory Psychology (PP)  
GMP 5005 - Introductory Marketing (PP)  
GMP 5008 - Principles of Finance (PP)  
GMP 5009 - Management Communications-Strategies and Skills (PP)  
GMP 5010 - The Political and Legal Environment of Organizations (EL)  
GMP 5011 - Community Needs & Social Support Systems (H/S) (CJ)  
GMP 5012 - Management: Theory and Application (CR)  
GMP 5020 - Organization Behavior and Development (CR) (H/S) (HSA) (CJ) (EX) (EL)  
GMP 5022 - Bank Credit Analysis (EX)  
GMP 5030 - Human Resource Management (CR) (EX)  
GMP 5040 - Quantitative Methods in Management (CR) (IB) (EL)  
GMP 5042 - Bank Operations Management (EX)  
GMP 5043 - Econometrics (IEF)  
GMP 5050 - Managerial Economics for Decision Making (CR) (IEF) (EX)  
GMP 5051 - Economics of Human Resources (EL)  
GMP 5052 - Macroeconomics (EL) (IB) (IEF)  
GMP 5053 - Comparative Economics (EL)  
GMP 5054 - Economic Development (EL) (IEF)  
GMP 5055 - Industrial Planning (EL) (IB) (IEF)  
GMP 5056 - Energy Economics (EL)  
GMP 5060 - Managerial Accounting (MB) (EX)  
GMP 5061 - Financial Accounting (EL)  
GMP 5070 - Marketing Management (MB) (EX)  
GMP 5080 - Financial Management (MB) (HSA) (IEF) (EX) (EL)  
GMP 5090 - Business Policy (MB)  
GMP 5100 - Master's Project (4 credits)  
GMP 5101 - Operations Research Workshop (Capstone Project-4 credits)  
GMP 5102 - Productivity Improvement Workshop (Capstone Project-4 credits)  
GMP 5103 - The Productivity Management Process (EL)  
GMP 5104 - Telecommunications Workshop (TM-Capstone Project-4 credits)  
GMP 5105 - Productivity Improvement Techniques (EL)  
GMP 5106 - Quality of Work Life (EL)  
GMP 5107 - Assessment, Evaluation, and Measurement in Productivity (EL)  
GMP 5108 - Master's Project (MAM-Capstone Project-4 credits)  
GMP 5109 - Internship (Field Placement) (H/S) (HSA) (4 credits)  
GMP 5110 - Accounting Theory (AC) (M/A)  
GMP 5115 - Principles of Auditing (AC) (M/A)  
GMP 5120 - Current Topics in Accounting Research and Studies (AC)  
GMP 5126 - Professional Accounting Issues (AC) (M/A)  
GMP 5132 - Business Law for Accountants (AC) (M/A)  
GMP 5135 - Financial Statement Analysis (AC)

Center for the Study of Administration  
Master's Program Course Listing

GMP 5136 - Accounting Control Systems (AC) (M/A)  
GMP 5140 - Taxation of Corporations and Partnerships (AC) (M/A)  
GMP 5145 - EDP Auditing (AC)  
GMP 5150 - Tax Planning and Research (AC)  
GMP 5160 - Introduction to Fund Accounting (EL)  
GMP 5165 - International Accounting (AC) (IB) (IEF)  
GMP 5170 - Taxation of Individuals (AC)  
GMP 5175 - CPA Review, Theory and Practice (EL)  
GMP 5178 - Financial Accounting Concepts (AC)  
GMP 5180 - Managerial Psychology (EL)  
GMP 5185 - Current Issues in Human Services (EL)  
GMP 5200 - Seminar in Organization Theory and Human Resources (EL)  
GMP 5205 - Managerial Environment (HR) (CJ)  
GMP 5218 - Theory and Practice in Working with Individuals (H/S)  
GMP 5219 - Theory and Practice in Working with Groups (H/S)  
GMP 5220 - Interpersonal & Intergroup Dynamics (H/S) (EL)  
GMP 5230 - Energy Technology and Planning (EL)  
GMP 5240 - Advanced Organization Development (HR)  
GMP 5250 - Energy Policy Formulation (EL)  
GMP 5260 - Labor Relations: Principles, Problems, and Cases (HR)  
GMP 5270 - Collective Bargaining in the Public Sector (EL)  
GMP 5280 - Contingency Management: Concepts and Cases (EL)  
GMP 5290 - State and Local Government Administration (EL)  
GMP 5300 - Career Development (EL)  
GMP 5310 - Comparative Public Administration (EL)  
GMP 5320 - Management Communications (HR)  
GMP 5321 - Management of the Voice Communications Facility (MT) (TC)  
GMP 5322 - Management of the Data Communications Facility (MT) (TC)  
GMP 5323 - Management of Teleconferencing (MT) (TC)  
GMP 5324 - Management of the Role of Telecommunications (MT) (TC)  
GMP 5325 - Business Liability and Insurance (EL)  
GMP 5330 - Public Productivity Improvement: Techniques and Evaluation (EL)  
GMP 5340 - The Managerial Woman (EL)  
GMP 5350 - Managing Employee Indirect Compensation (EL)  
GMP 5360 - Human Resource Development (EL)  
GMP 5370 - Special Topics/Strategic Human Resources Planning (EL)  
GMP 5380 - Special Topics in Human Resource Management (EL)  
GMP 5381 - Managing Stress (EL)  
GMP 5387 - Management Education and Training (EL)  
GMP 5400 - Grants and Contracts (H/S)  
GMP 5410 - Health Systems: Structure and Organization (HSA) (HS)  
GMP 5411 - Vocational Rehabilitation (EL)  
GMP 5412 - Community Mental Health (EL)  
GMP 5413 - Crisis Intervention (EL)  
GMP 5414 - Human Services: The Child and Adolescent (EL)  
GMP 5415 - Human Services in a Multi-Cultural Setting (EL)  
GMP 5416 - Human Services and the Problems of Aging (EL)  
GMP 5420 - Current Issues in Health Management (HSA) (HS)  
GMP 5430 - Health Administration and Management (HSA) (HS)  
GMP 5435 - Health Care and the Law (HSA) (HS) (EL)

Center for the Study of Administration  
Master's Program Course Listing

- GMP 5440 - Health Policy and Planning (HSA) (HS)
- GMP 5443 - Economics of Health Services (HSA) (HS) (EL)
- GMP 5445 - Health Research and Evaluation (HSA) (HS)
- GMP 5450 - Public Administration Theory and Practice (MP) (PM) (CJ) (EL)
- GMP 5460 - Administrative Law (MP) (H/S) (PM) (CJ) (EL)
- GMP 5461 - Contract Management and Administration (EL) (PC) (HSA)
- GMP 5462 - Contract and Procurement Law (EL) (PC)
- GMP 5463 - Contract Pricing and Negotiations (EL) (PC)
- GMP 5464 - Principles of Purchasing and Material Management (EL) (PC)
- GMP 5470 - Planning, Budgeting, and Control (MP) (PM) (HSA) (CJ) (EL)
- GMP 5480 - Public Policy Analysis and Procedure (EL) (MP) (PM) = 5800
- GMP 5490 - Management Practices in the Public Service Sector (EL)
- GMP 5491 - Management Practices in the Non-profit Sector (H/S)
- GMP 5492 - Government Regulations and the Utility Industry (EL)
- GMP 5510 - Statistical Quality Control (EL)
- GMP 5530 - Money Market and Monetary Institutions (EL)
- GMP 5540 - Comparative International Management (EL) (IB)
- GMP 5541 - Comparative Financial Systems (EL) (IB) (IEF)
- GMP 5550 - Sales Management (EL) (MA)
- GMP 5560 - Advanced Financial Policy (EL)
- GMP 5570 - Marketing Research (EL) (MA)
- GMP 5571 - Marketing Communication and Promotion (EL) (MA)
- GMP 5572 - Marketing New Products (EL) (MA)
- GMP 5573 - Retail Marketing Management (EL) (MA)
- GMP 5575 - International Marketing (EL) (IB) (MA)
- GMP 5580 - International Business (EL) (IB)
- GMP 5581 - International Banking (EL)
- GMP 5582 - International Fiscal and Monetary Policy (IEF)
- GMP 5590 - Integrated Management Systems (EL)
- GMP 5595 - Current Issues in International Business (Capstone Project-4 cr)
- GMP 5600 - Operations Research and Systems Analysis (EL)
- GMP 5610 - Legal Environment of Business (EL)
- GMP 5611 - International Legal Framework (IB)
- GMP 5620 - Investment Principles and Policies (EL)
- GMP 5621 - International Investment (IB) (IEF)
- GMP 5630 - Regional Economic Forecasting (EL)
- GMP 5640 - Government Regulation and the Air Transport Industry (EL)
- GMP 5650 - Urban Land Economics and the Housing Industry (EL)
- GMP 5670 - Entrepreneurship and Venture Initiation (EL)
- GMP 5711 - Accounting Theory I (M/A)
- GMP 5712 - Accounting Theory II (M/A)
- GMP 5715 - Advanced Auditing (EL) (AC)
- GMP 5720 - Current Topics in Accounting, Research and Accounting Studies (EL) (AC)
- GMP 5725 - Financial Statement Analysis (EL) (AC)
- GMP 5729 - Seminar in Public Accounting (EL) (AC)
- GMP 5731 - Accounting Information and Control Systems (M/A)
- GMP 5733 - Advanced Managerial Accounting (M/A)
- GMP 5741 - Controllorship (EL) (AC)
- GMP 5746 - Internal Auditing/SEC Accounting (EL) (AC)
- GMP 5749 - Seminar in Managerial Accounting (EL) (AC)

Center for the Study of Administration  
Master's Program Course Listing

GMP 5751 - EDP Auditing (EL) (AC)  
GMP 5753 - Fund Accounting (EL) (AC)  
GMP 5755 - Small Business Management (EL)  
GMP 5756 - International Accounting I (EL) (AC)  
GMP 5757 - International Accounting II (EL) (AC)  
GMP 5759 - History of Accounting (EL) (AC)  
GMP 5761 - Taxation of Individuals (M/A)  
GMP 5762 - Taxation of Corporations and Partnerships (M/A)  
GMP 5763 - Taxation of Estates, Trusts and Gifts (EL) (AC)  
GMP 5764 - Taxation of Pensions and Profit Sharing Plans/Tax  
Exempt Organizations (EL) (AC)  
GMP 5766 - International Taxation/Tax Policy and Contemporary Issues (EL) (AC)  
GMP 5767 - State of Florida Taxes/IRS Practices and Procedures (EL) (AC)  
GMP 5768 - Taxation: Advanced Topics (EL) (AC)  
GMP 5769 - Tax Planning and Research (EL) (AC)  
GMP 5781 - Business Law I (EL) (AC)  
GMP 5782 - Business Law II (EL) (AC)  
GMP 5790 - Research Methods in Business (EL)  
GMP 5800 - Policy Analysis and Program Evaluation (H/S) (CJ) = 5480  
GMP 5851 - Commercial Lending (EX)  
GMP 5852 - Consumer Banking Management (EX)  
GMP 5860 - Asset/Liability Management (EX)  
GMP 5861 - Bank Management Computer Simulation (EX)  
GMP 5862 - Current Issue Symposium (EX)  
GMP 5863 - Lending Management (EX)  
GMP 5870 - Commercial Real Estate Lending (EX)  
GMP 5903 - Software/Search and Evaluation (M/M) (MC)  
GMP 5905 - Microcomputer Applications in Business (M/A) (AC) (M/M) (MC) (HSA)  
GMP 5906 - Computer Assisted Accounting Procedures (AC) (M/A) (MC)  
GMP 5907 - Seminar in Selected Topics in Microcomputing (M/M) (MC)  
GMP 5908 - Authoring Graphics in Languages (M/M) (MC)  
GMP 5909 - Communicating with Microcomputers (M/M) (MC)  
GMP 5911 - Business Information Systems (EL) (CS)  
GMP 5921 - Information Systems Analysis & Design (EL) (CS)  
GMP 5931 - Current Information Systems Technology (EL) (CS)  
GMP 5941 - Contemporary Information Management Problems (EL) (CS)  
GMP 5951 - Computer Application in Health Care Administration (HSA)  
GMP 6000 - Crime and Justice in North America (CJ)  
GMP 6020 - Law Enforcement and Security: Roles and Responsibilities (CJ)  
GMP 6060 - Issues and Trends in Judicial Administration (CJ)  
GMP 6070 - Juvenile Justice (CJ)  
GMP 6080 - Contemporary Corrections (CJ)

Center for the Study of Administration  
Master's Programs  
Cluster Based Program Locations

CLUSTER NAME	MEETING SITE	COORDINATOR
AT&T Orlando (Corporate Employees Only)	AT&T Triad 2nd Floor Classrooms 307 North Lake Blvd. Altamonte Springs, FL 32701	Ms. Kay Gampp AT&T Triad 307 North Lake Blvd. Altamonte Springs, FL 32701 O: (305) 767-2753
Billings, Montana	To Be Announced	Ms. Mary Newman Learning Opportunities Inc. 2628 S. Ramshorn Laurel, MT 59044 O: (406) 628-8312
Boca Raton/Delray	Mitel Corporation Training Classroom 5400 Broken Sound Blvd. NW Boca Raton, FL 33432	Ms. Vicki Catsimpiris 4334 Cedar Creek Rd. Boca Raton, FL 33431 H: (305) 994-1674  Ms. Lisa Turner Mitel Corporation 5400 Broken Sound Blvd. NW Boca Raton, FL 33432 O: (305) 994-8500
Bradenton/Sarasota	Sarasota Memorial Hosp. 2nd Floor Classrooms 1700 South Tamiami Trail Sarasota, FL 33579	Mr. Phil Mrozinski P.O. Box 15499 Sarasota, FL 34277 H: (813) 745-2241
Cedar Rapids, Iowa	Kirkwood Comm. College 6301 Kirkwood Blvd. Cedar Rapids, IA 52404	Mr. Bob McDonell 6904 Chelsea Dr. NE Cedar Rapids, IA 52402 H: (319) 377-4714
Coral Springs	Nova University 3251 NW 101 Avenue Coral Springs, FL 33065	Ms. Lee Krosser 7760 NW 50th Street Lauderhill, FL 33321 H: (305) 749-2899

CLUSTER NAME	CLUSTER SITE	COORDINATOR
Fort Myers	Cape Coral Hospital Life Center Classroom 636 Del Prado Boulevard Cape Coral, FL 33910	<u>MBA Only</u> Ms. Cynthia Campochiaro 6777 Winkler Road E-161 Fort Myers, FL 33919 H: (813) 482-1793
	Cape Coral Hospital Life Center Classroom 636 Del Prado Boulevard Cape Coral, FL 33910	<u>M/Accounting Only</u> Ms. Patty Schofield 14750 Westport Drive SW Fort Myers, FL 33908 H: (813) 489-1085
Fort Pierce/ Vero Beach	Lawnwood Medical Ctr. Classroom 1700 South 23 Street Fort Pierce, FL	Mr. Ron Stephens P.O. Box 747 Vero Beach, FL 32961 H: (305) 234-4942 O: (305) 562-3369
Gainesville	Gainesville High School Community Ed. Center Classroom A-2 1900 NW 13 Street Gainesville, FL	Mr. Ed Dice 2919 NW 29 Street Gainesville, FL 32605 H: (904) 378-2329
Gillette, WY	To Be Announced	Mr. Bob Palmer 3307 Lake Street Gillette, WY 82716 H: (307) 686-1726
Jacksonville	American Transtech 8000 Baymeadows Jacksonville, FL	Ms. Carol Crismond American Transtech 8000 Baymeadows Jacksonville, FL H: (904) 737-9357
Lakeland	Lakeland Reg. Med. Ctr. 1300 Lakeland Hills Blvd. Educational Department 1st Floor Classrooms Lakeland, FL	Mr. Mark Bevilacqua 5916 High Glen Dr. Lakeland, FL 33803 H: (813) 646-4527
Ocala	Munroe Reg. Medical Center Auditorium/Classroom 131 SW 15 Street Ocala, FL 32670	Mr. Steve Henning Rt. 1, Box 1983 Citra, FL 32688 H: (904) 625-4651

CLUSTER NAME	CLUSTER SITE	COORDINATOR
Orlando (North)	Winter Park Adult Vocational Center 901 Webster Avenue Winter Park, Florida	<u>Business Administration</u> Mr. John Kirk 2813 Whispering Way Winter Park, FL 32792 H: (305) 678-5950
	Winter Park Adult Vocational Center 901 Webster Avenue Winter Park, Florida	<u>Accounting</u> To Be Announced
Orlando (South)	To Be Announced	Mr. Donald Kirkendall 3400 Chelsea Street Orlando, FL 32803 H: (305) 898-5478
Richland, Washington	Kadlec Medical Center Swift and Stevens Richland, WA	Ms. Janet Sliter 6224 W. Yellowstone Kennewick, WA 99336 O: (509) 783-1517
South Miami	Baptist Hospital 8900 N. Kendall Ave. Miami, FL 33176	Mr. David DaCasto 10457 SW 78 Street Miami, FL 33173 H: (305) 595-3735
Southern Bell Co. (Corporate Employees Only)	Southern Bell Headquarters 6451 North Federal Highway Fort Lauderdale, FL 33308 Classroom #608	Ms. Eva Spade 1644 NE 36 Street Ft. Lauderdale, FL H: (305) 565-8618
Tampa	Tampa General Hospital Davis Island Cafeteria Conference Room Tampa, FL	Ms. Joyce Williams 1000 S. Harbour Isl. Blvd. Number 2510 Tampa, FL 33602 H: (813) 229-7999
		Ms. Kathy McGhee 5893 50th Street South St. Petersburg, FL 33715 H: (813) 867-6172
Venice	Venice Hospital 540 The Rialto Venice, FL 33595	Ms. Nancy Hernandez Director/Health Ed. Venice Hospital 540 The Rialto Venice, FL 33595 H: (813) 485-4183
West Palm Beach	Health Department 901 Evernia Street West Palm Beach, FL	Mr. Kevin McAloon 67 Azalea Circle Tequesta, FL 33469 H: (305) 746-0708

Center for the Study of Administration  
Master of Science in Human Services  
Cluster Based Program Locations

CLUSTER NAME	MEETING SITE	COORDINATOR
Daytona Beach	Halifax Hospital 303 Clyde Morris Blvd. Classroom B - 3rd Floor Education Services Dept. Daytona Beach, FL 33010	Mr. Robert Barbieri Neighborhood Center 434 S. Woodland Blvd. Post Office Box 1027 DeLand, FL 32720 H: (904) 736-6591 O: (904) 734-8120
Fort Pierce/Stuart	Lawnwood Medical Center 1700 South 23 Street Fort Pierce, FL 33450	Mr. Walter White P.O. Box 294 Vero Beach, FL 32961 H: (305) 562-3750
Orlando	Winter Park Adult Vocational Center 901 Webster Avenue Winter Park, Florida	Ms. Carol Eldridge 4352 Suntree Boulevard Orlando, FL 32817 H: (305) 657-8314
St. Petersburg/ Clearwater	Morton F. Plant Hospital 323 Jeffords Street Ed. Dept., Roebling 2 Clearwater, FL 33517	Mr. Walt James P.O. Box 8547 Madeira Beach, FL 33738 H: (813) 345-4857
West Palm Beach	Conniston Jr. High School 673 Conniston Rd & Parker West Palm Beach, FL	Dr. Michael Robbins 302 Perry Avenue Lake Worth, FL 33463 H: (305) 968-8252

## PRODUCTIVITY IMPROVEMENT WORKSHOP

Following is a brief description of the workshop along with the entrance requirements. If you qualify and wish to reserve a place in this workshop please fill out and return the preliminary application below.

### Workshop Description

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.

### Entrance Requirements

Students are expected to have appropriate graduate preparation in economics, accounting, human behavior, statistics, and human resource management. They are expected to be able to apply the principles of scientific management, human relations concepts, and systems theory.

Prerequisite: All coursework (twelve courses) must be completed.

Students must be fully accepted into the program in order to attend the workshop.

-----

Name: \_\_\_\_\_

Social Security # \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Return to:  
Dr. Charles Blackwell  
Nova University  
3301 College Avenue  
Ft. Lauderdale, FL 33314

Phone: (H) \_\_\_\_\_

Number of Courses Completed: \_\_\_\_\_

(O) \_\_\_\_\_

Cluster: \_\_\_\_\_

Dates:    October 19 - 23, 1987  
          October 26 - 30, 1987  
          January 11 - 15, 1988  
          January 25 - 29, 1988  
          April 18 - 22, 1988

          April 25 - 29, 1988  
          July 18 - 22, 1988  
          July 25 - 29, 1988  
          October 17 - 21, 1988  
          October 24 - 28, 1988

## OPERATIONS RESEARCH WORKSHOP

Following is a brief description of the workshop along with the entrance requirements. If you qualify and wish to reserve a place in this workshop please fill out and return the preliminary application below.

### Workshop Description

This workshop provides students with theoretical and practical knowledge of operations research techniques/tools and their application to various managerial situations. Models 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. Includes approximately 20 hours hands-on microcomputer time.

### Entrance Requirements

Students are expected to demonstrate competence in basic arithmetic, algebra, economics, statistics and probabilities, and application of organizational behavior and general principles of management.

Prerequisite: All coursework (twelve courses) must be completed.

Students must be fully accepted into the program in order to attend the workshop.

-----

Name: \_\_\_\_\_

Social Security # \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Return to:

Dr. Charles Blackwell  
Nova University  
3301 College Avenue  
Ft. Lauderdale, FL 33314

Phone: (H) \_\_\_\_\_

Number of Courses Completed: \_\_\_\_\_

(O) \_\_\_\_\_

Cluster: \_\_\_\_\_

Dates: October 19 - 23, 1987  
January 11 - 15, 1988  
April 18 - 22, 1988

July 18 - 22, 1988  
October 17 - 21, 1988

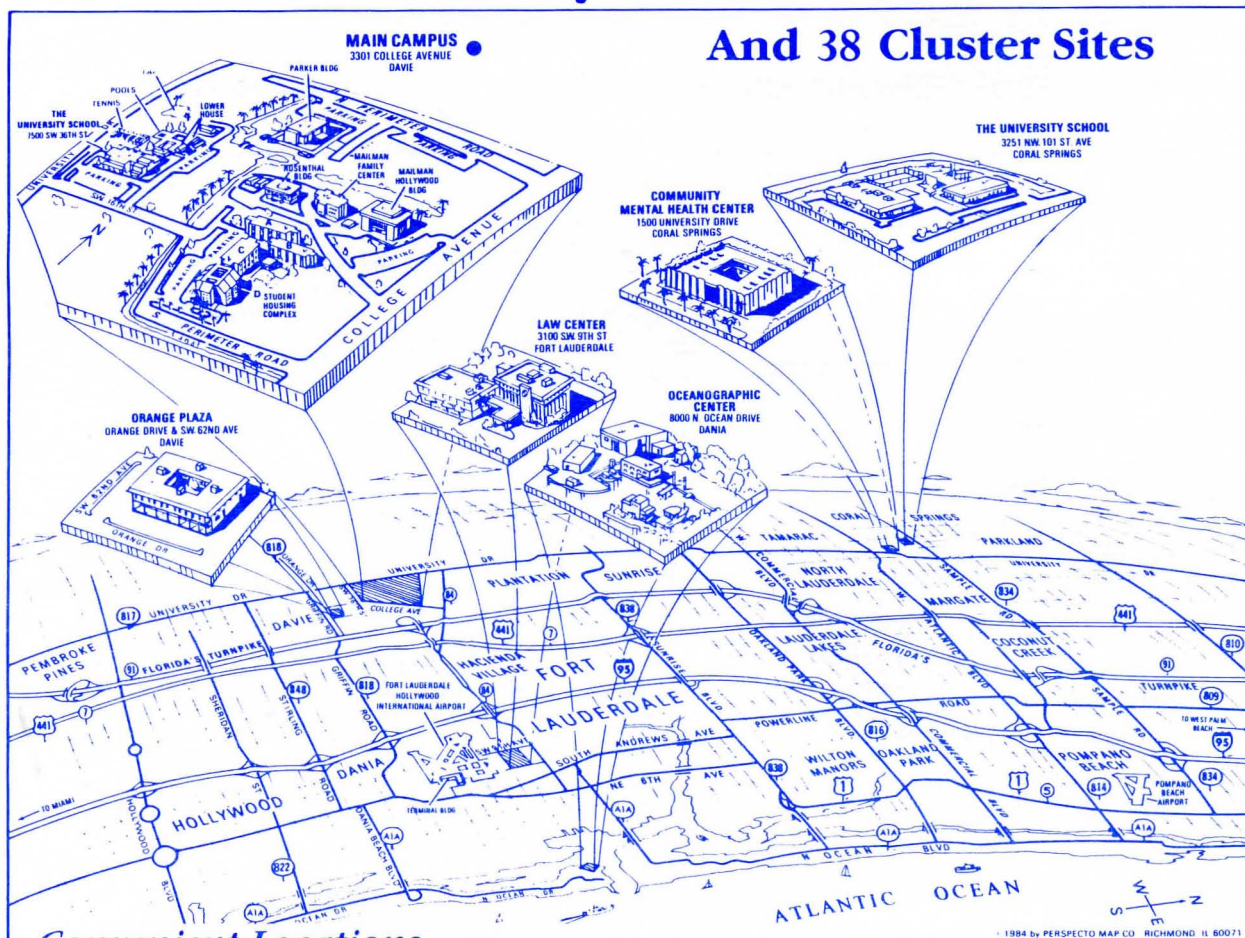


## Center for the Study of Administration

3301 College Avenue  
Fort Lauderdale, Florida 33314

## Center for the Study of Administration

### And 38 Cluster Sites



*Convenient Locations*

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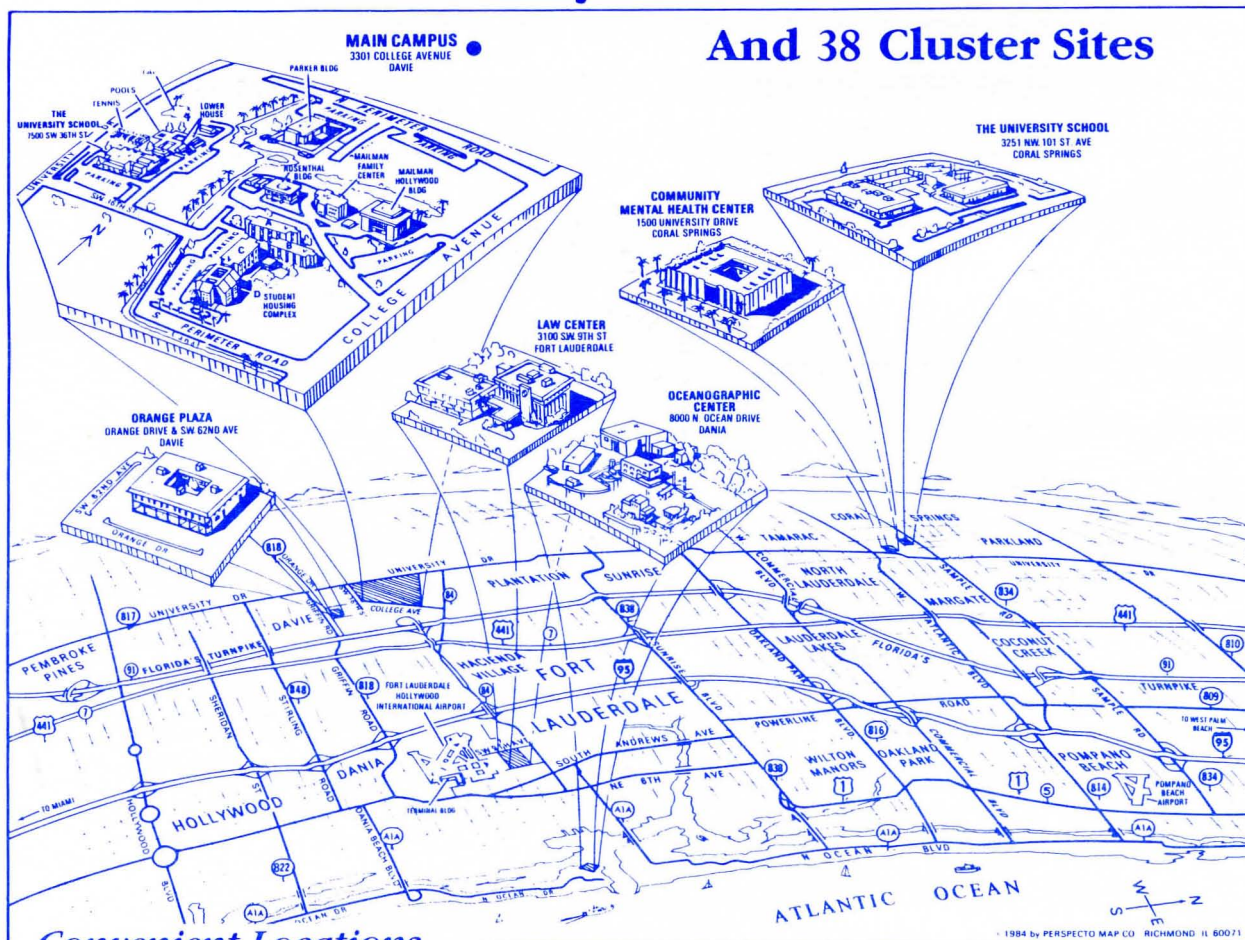


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Fort Lauderdale, Florida 33314

# Center for the Study of Administration

## And 38 Cluster Sites



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