



**Document N: Course and Program Development:
IMPACT AND APPROVAL SIGNATURES**

See Course and Program Development Policy and Procedures (www.ubalt.edu/provost) for instructions.

SCHOOL: LAW MSB CAS CPA

CONTACT NAME: PHONE:

DEPARTMENT/DIVISION: DATE PREPARED:

PROPOSED SEMESTER OF IMPLEMENTATION: fall spring YEAR:

TYPE OF ACTION: add (new) deactivate modify other

LEVEL OF ACTION: noncredit undergraduate graduate other

ACTION BEING REQUESTED (select one category, either Course Actions or Program Actions):

COURSE ACTIONS

PROGRAM ACTIONS

Original Subject Code/Course Number:

Original Program Title:

Original Course Title:

Select one or multiple actions from one of the lists below (review the list of necessary documents and signatures):

| COURSE ACTIONS | |
|-------------------------------------|--------------------------|
| <input type="checkbox"/> | 1. Experimental Course |
| <input type="checkbox"/> | 2. Course Title |
| <input type="checkbox"/> | 3. Course Credits |
| <input type="checkbox"/> | 4. Course Number |
| <input type="checkbox"/> | 5. Course Level |
| <input type="checkbox"/> | 6. Pre- and Co-Requisite |
| <input type="checkbox"/> | 7. Course Description |
| <input checked="" type="checkbox"/> | 8. New Course |
| <input type="checkbox"/> | 9. Deactivate Course |
| <input type="checkbox"/> | 22. Other |

| PROGRAM ACTIONS | |
|--------------------------|---|
| <input type="checkbox"/> | 10. Program Requirements |
| <input type="checkbox"/> | 11a. Undergraduate Specialization (Fewer than 24 credits) |
| <input type="checkbox"/> | 11b. Master's Specialization (Fewer than 12 credits) |
| <input type="checkbox"/> | 11c. Doctoral Specialization (Fewer than 18 credits) |
| <input type="checkbox"/> | 12. Minor (add or delete) |
| <input type="checkbox"/> | 13. Closed Site Program |
| <input type="checkbox"/> | 14. Program Suspension |
| <input type="checkbox"/> | 15. Program Reactivation |
| <input type="checkbox"/> | 16a. Certificate Program (UG/G) exclusively within existing degree program |
| <input type="checkbox"/> | 16b. Certificate Program (UG/G) outside of or across degree programs (12 or more credits) |
| <input type="checkbox"/> | 17. Off-Campus Delivery of Existing Programs |
| <input type="checkbox"/> | 18a. Undergraduate Concentration (24 or more credits) |
| <input type="checkbox"/> | 18b. Master's Concentration (12 or more credits) |
| <input type="checkbox"/> | 18c. Doctoral Concentration (18 or more credits) |
| <input type="checkbox"/> | 19. Program Title Change |
| <input type="checkbox"/> | 20. Program Termination |
| <input type="checkbox"/> | 21. New Degree Program |
| <input type="checkbox"/> | 22. Other |

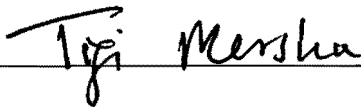


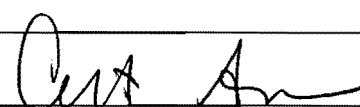
ADDITIONAL DOCUMENTATION (check all appropriate boxes of documents included; review the list of necessary documents):

- summary proposal (O)
 course definition document (P)
 full five-page MHEC proposal (Q)
- financial tables (MHEC) (R)
 other documents as may be required by MHEC/USM (S)
 other (T)

IMPACT REVIEW (review the list of necessary signatures):

| Impacted Entity | Signature | Date |
|--|-----------|------|
| a. Library <input type="checkbox"/> no impact <input type="checkbox"/> impact statement attached | | |
| b. OTS <input type="checkbox"/> no impact <input type="checkbox"/> impact statement attached | | |
| c. University Relations <input type="checkbox"/> no impact <input type="checkbox"/> impact statement attached | | |
| d. Admissions <input type="checkbox"/> no impact <input type="checkbox"/> impact statement attached | | |
| e. Records <input type="checkbox"/> no impact <input type="checkbox"/> impact statement attached | | |

APPROVAL SEQUENCE (review the list of necessary signatures):

| Approval Level | Signature | Date |
|---|---|----------|
| A. Department/Division (Chair) |  | 12/5/13 |
| B. General Education (for No. 7, 8) | | |
| C. Final Faculty Review Body Within Each School (Chair) |  | 12/11/13 |
| D. Dean |  | 12/5/13 |
| E. University Faculty Senate (Chair) | | |
| F. University Council (Chair) ¹ | | |
| G. Provost and Senior Vice President for Academic Affairs |  | 4-2-14 |
| H. President | | |
| I. Board of Regents (notification only) | | |
| J. Board of Regents (approval) | | |
| K. MHEC (notification only) | | |
| L. MHEC (approval) | | |
| M. Middle States Association notification | Required only if the University's mission is changed by the action | |

¹ University Council *review* (for recommendation to the president or back to the provost) shall be limited to curricular or academic policy issues that may potentially affect the University's mission and strategic planning, or have a significant impact on the generation or allocation of its financial resources.



Document O: Course and Program Development: SUMMARY PROPOSAL

See Course and Program Development Policy and Procedures (www.ubalt.edu/provost) for instructions.

SCHOOL: LAW MSB CAS CPA

CONTACT NAME: PHONE:

DEPARTMENT/DIVISION: DATE PREPARED:

PROPOSED SEMESTER OF IMPLEMENTATION: fall spring YEAR:

ACTION BEING REQUESTED (select one category, either Course Actions or Program Actions):

COURSE ACTIONS

PROGRAM ACTIONS

Original Subject Code/Course Number:

Original Program Title:

Original Course Title:

Select one or multiple actions from one of the lists below (review the list of necessary documents and signatures):

| COURSE ACTIONS | |
|-------------------------------------|--------------------------|
| <input type="checkbox"/> | 1. Experimental Course |
| <input type="checkbox"/> | 2. Course Title |
| <input type="checkbox"/> | 3. Course Credits |
| <input type="checkbox"/> | 4. Course Number |
| <input type="checkbox"/> | 5. Course Level |
| <input type="checkbox"/> | 6. Pre- and Co-Requisite |
| <input type="checkbox"/> | 7. Course Description |
| <input checked="" type="checkbox"/> | 8. New Course |
| <input type="checkbox"/> | 9. Deactivate Course |
| <input type="checkbox"/> | 22. Other |

| PROGRAM ACTIONS | |
|--------------------------|---|
| <input type="checkbox"/> | 10. Program Requirements |
| <input type="checkbox"/> | 11a. Undergraduate Specialization (Fewer than 24 credits) |
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| <input type="checkbox"/> | 11c. Doctoral Specialization (Fewer than 18 credits) |
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| <input type="checkbox"/> | 13. Closed Site Program |
| <input type="checkbox"/> | 14. Program Suspension |
| <input type="checkbox"/> | 15. Program Reactivation |
| <input type="checkbox"/> | 16a. Certificate Program (UG/G) exclusively within existing degree program |
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| <input type="checkbox"/> | 17. Off-Campus Delivery of Existing Programs |
| <input type="checkbox"/> | 18a. Undergraduate Concentration (24 credits or more) |
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| <input type="checkbox"/> | 19. Program Title Change |
| <input type="checkbox"/> | 20. Program Termination |
| <input type="checkbox"/> | 21. New Degree Program |
| <input type="checkbox"/> | 22. Other |

For changes to existing courses:

| | | | | | |
|-----------|----------------------|-------------------------|----------------------|---------|----------------------|
| OLD TITLE | <input type="text"/> | SUBJECT CODE/COURSE NO. | <input type="text"/> | CREDITS | <input type="text"/> |
| NEW TITLE | <input type="text"/> | SUBJECT CODE/COURSE NO. | <input type="text"/> | CREDITS | <input type="text"/> |

DESCRIBE THE REQUESTED COURSE/PROGRAM ACTION (additional pages may be attached if necessary):

Add a new course as a corporate option in the flexible MBA core effective Fall 2014; MGMT 625 (3.0 credit hours) - Collaboration, Negotiation and Conflict Management

SET FORTH THE RATIONALE FOR THIS PROPOSAL:

New course for MBA redesign. See MBA program change documents for description of redesigned MBA program.



DOCUMENT P: COURSE DEFINITION

See Course and Program Development Policy and Procedures (<http://www.ubalt.edu/template.cfm?page=257>) for instructions.

1. DATE PREPARED – 11/25/2013

2. PREPARED BY: Regina Bento

3. DEPARTMENT/DIVISION – Management and International Business

4. COURSE NUMBER(S) with SUBJECT CODE(S) – MGMT 625

5. COURSE TITLE – Collaboration, Negotiation, Conflict Management

6. CREDIT HOURS – 3.0

7. CATALOG DESCRIPTION - Addresses negotiation skills and the capacity to effectively resolve conflicts. Students apply theory and research to the practice of negotiation and conflict management through practical, hands-on experience including simple buyer-seller bargaining; labor-management negotiations; impasse resolution; and complex, multiparty, multiissue negotiations.

8. PREREQUISITES - MGMT 605

9. COURSE PURPOSE (how the course is to be used in the curriculum; e.g., required for the major, elective, etc.) – Choice option in MBA

flexible core

10. GENERAL EDUCATION AREA (if applicable; e.g., social sciences, humanities, mathematics, etc.)

11. COURSE TYPE/COMPONENT (clinical, continuance, discussion, field studies, independent study, laboratory, lecture, practicum, research, seminar, supervision, thesis research, tutorial or workshop; **this must match PeopleSoft 9.0 coding, so check with your dean's office if you are unsure of the correct entry**) – Lecture

12. FACULTY QUALIFIED TO TEACH COURSE – Academically qualified faculty

13. CONTENT OUTLINE –

| Class # | Mode | Topics Covered | Examples of Cases to be Used |
|----------------|-------------|---|--|
| Week 1 | In-class | Introduction to negotiation | Negotiation textbook: Preface Exercise: T. Grapefruit |
| Week 2 | In class | How to think about negotiation | Thompson textbook: Chapter 1 Exercise: the new recruit |
| Week 3 | In class | Negotiation fundamentals | Thompson, Chapter 2. Exercise: Coffee Contract (DRRC) |
| Week 4 | On-line | Reciprocity and collaboration | Thompson, Chapter 3 Exercise role: El-Tek |
| Week 5 | In-Class | Reciprocity and collaboration (continued) | Getting to Yes: entire book Exercise role: Cascade Manor |
| Week 6 | In-Class | Power from formal sources | Thompson, Chapter 4 Exercise Introduction: Chestnut Drive general information |
| Week 7 | In-Class | Alternatives | Thompson, Chapter 5 Exercise introduction: Nuclear General information |
| Week 8 | In-class | Leveraging uncertainty based on knowledge | Thompson, Chapter 6 Exercise role: Performance review |
| Week 9 | In-class | Saving face (Ethics in negotiations) | Thompson, Chapter 7 Exercise |
| Week 10 | In-class | Motivation | Thompson, Chapter 8 Exercise: |
| Week 11 | In-class | Multi-party negotiations | Thompson, Chapter 9 |
| Week 12 | In-class | Cross-cultural negotiations (global perspective in negotiation) | Thompson, Chapter 10 |
| Week 13 | In-class | Tacit negotiations and social dilemmas (ethics in negotiation) | Thompson, Chapter 11 |
| Week 14 | In-class | Negotiating via information technology | Thompson, Chapter 12 |
| Week 15 | In-class | Briefing session Negotiation journal is due | |

14. LEARNING GOALS –

1. Understand negotiation and conflict management style tendencies
2. Evaluate and respond effectively to competitive and collaborative situations
3. Analyze competencies to negotiate desired outcomes in work situations
4. Evaluate a plan for improving personal negotiation skills
5. Evaluate at least five negotiating opportunities found in business and organizational settings
6. Apply negotiation skills to a business situation.

15. ASSESSMENT STRATEGIES

16. SUGGESTED TEXT(S) and MATERIALS (e.g. textbooks, equipment, software, etc., that students must purchase) –

1. Thompson, L. (2009). The Heart and Mind of the Negotiator 5th Edition. Upper Saddle River: Pearson-Prentice Hall. Cost: \$80.59 (paperback version)
2. Thomas-Killmann inventory (taken online): costs \$15.75.
3. Fisher, R., Ury, W. & Patton, B. (2011). Getting To Yes. Negotiating agreement without giving in, Revised Edition. New York: Penguin. Cost: \$11.59.
4. Casebook
 - 10 simulation cases from the Kellogg School of Management Dispute Resolution Research Center. The casebook will be available at the University bookstore. Cost: \$30 - \$40

Recommended Reading:

Shell, R.G. (2006). Bargaining for advantage, NY: Penguin.

17. SPECIAL GRADING OPTIONS (if applicable)

18. SUGGESTED CLASS SIZE – Maximum 30

19. LAB FEES (if applicable)
