



## Guide to Acquisition-Related Academic Programs and Courses

### What's New

- More links and URLs
- Staff contact updates
- Easy reference to degree programs and Historically Black Colleges and Universities (HBCU)





August 2003

## **A Greeting from the Director:**

### ***Improving the Acquisition Workforce through Training***

This guide lists US academic institutions with programs and courses in acquisition-related subjects. This information is “geared” to those individuals interested in entering the acquisition field and to current employees who wish to pursue further education and professional development. Specialties and courses covered include acquisition, contracting, contract law, cost and price analysis, logistics, supply chain management, materials management, operations management, policy analysis, and purchasing. In addition to listing the college and university programs, this guide identifies the courses by title and provides names, addresses, websites, and telephone numbers of contacts at each institution. FAI gratefully acknowledges the information and assistance furnished by the listed colleges and universities.

Academic training and career development improve performance in the sophisticated and competitive acquisition field. The acquisition system performs best when the acquisition workforce has academic knowledge of relevant business disciplines. This *Guide to Acquisition-Related Academic Programs and Courses* is a good place to start exploring these educational opportunities. FAI’s major objective continues to be supporting the establishment of a comprehensive, uniform body of knowledge that will serve as the cornerstone in helping to establish acquisition as a profession. We are pursuing this objective through fostering a nationwide communications network that includes the academic community, Federal agencies, professional organizations, and industry.

We at FAI wish you much success in pursuing your acquisition career goals.

Sincerely,

Gloria Sochon  
Director  
Federal Acquisition Institute

**PLEASE NOTE:** *This Guide is intended as an informational resource; the listing of these courses and curricula should not be viewed as an endorsement by FAI or interpreted as their meeting any FAI criteria or standards.*



## ACQUISITION CURRICULUM INFORMATION SHEET

To add an academic course or curriculum to the “Guide to Acquisition-Related Academic Programs and Courses,” please complete this sheet and send it to the contact information provided below.

Your College/ University Name:		
College/University Address:		
Contact Information:	Name:	
	Title:	
	Address:	
	Telephone:	
	Fax:	
	E-mail Address:	
College/University Web URL:		
Acquisition Degree or Curriculum Information:		
Questions or Comments for FAI:		

**SEND THIS FORM TO:**

Julie Gummo  
 Federal Acquisition Institute, Room 4040  
 General Services Administration  
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 Washington, DC 20405  
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 Telephone: (202) 501-0053  
 Fax: (202) 501-3341

**FOR MORE INFORMATION:**

Gloria Sochon  
 Director  
 Federal Acquisition Institute  
 General Services Administration  
[gloria.sochon@gsa.gov](mailto:gloria.sochon@gsa.gov)

# THE FEDERAL ACQUISITION INSTITUTE

## WHO WE ARE

The Federal Acquisition Institute (FAI) fosters and promotes governmentwide acquisition, career management programs. Established under the Office of Federal Procurement Policy (OFPP) Act, as amended, FAI is located in the General Services Administration (GSA), which acts as the Institute's executive agent. OFPP provides direction and guidance for FAI's activities.

## OUR MISSION

To foster and promote the development of a professional acquisition into effective business leaders.

## OUR VISION

To contribute to the accomplishment of agencies' missions by improving the skills of the acquisition workforce.

## OUR TASKS

- Promote and coordinate governmentwide research and studies to improve the acquisition process.
- Collect and analyze acquisition workforce data.
- Analyze acquisition career field to identify critical competencies, duties and tasks.
- Coordinate and assist agencies in identifying and recruiting highly qualified candidates for acquisition jobs.
- In conjunction with private and public colleges and training centers, develop instructional material for acquisition personnel, and evaluate effectiveness of existing instructional material.
- Promote the establishment and utilization of academic programs by colleges and universities in acquisition field.
- Facilitate interagency intern and training programs.

## FAI RESOURCES

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FAI offers many resources for improving or supplementing your acquisition skills and knowledge.

### FAI On-line University ([www.faionline.com](http://www.faionline.com))

Internet-based courses and seminars, including:

- Acquisition Planning
- Competition in Contracting Act (CICA)
- CON 101 (multiple modules)
- Contract Administration
- Contract Formation
- Contracting Business Environment Orientation
- Contracting Orientation
- COR Mentor Course
- COTR Module 1- Orientation
- COTR Module 2- Acquisition
- EEO Block Training
- Ethics Block Training
- GSA 101
- Health Care Contracting Pilot
- HUBZone Empowerment Contracting Program (several modules)
- Information Assurance Block Training
- Javits-Wagner-O'Day (JWOD) Training for Acquisition Professionals
- Market Research
- SBA's Mentor-Protégé Program
- Security Block Training
- Set Asides for Small Business
- USCG Simplified Acquisition (SAP) Checklist
- Waivers of the Non-Manufacturer Rule

### Available at [www.gsa.gov/fai](http://www.gsa.gov/fai)

- **The Guide to Acquisition-Related Academic Programs and Courses:** Guide to acquisition-related curricula at colleges and universities across the US.
- **Federal Acquisition Personnel Information System (FAPIS) report:** Online annual demographic reports on the Federal acquisition workforce, showing trends in educational levels, turnover and hiring.
- **Glossary of Acquisition Terms:** List of all relevant acquisition terminology and definitions.
- **Competency-Based Career Development Training Blueprints for Contract Specialists and Contracting Officer's Technical Representative:** These documents provide a framework for assessing which acquisition competencies you need to complete and determining steps for gaining the needed skills and/or knowledge.
- **FAI Insight Newsletters:** Bi-monthly newsletters providing articles and updates on "hot topics" in Federal acquisition and acquisition career management.

## INDEX of COLLEGE and UNIVERSITY COURSES BY STATE

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To view a list of the colleges and universities offering acquisition-related training by state, click on the state's letter above to jump to that section. To view the college or university course descriptions, click [here](#) to navigate to the detailed list or click on the arrow (⇒) next to the particular college or university's name.

### ALABAMA

Alabama A&M University ⇒  
Athens State University ⇒  
Community College of the Air Force ⇒  
Oakwood College ⇒  
Tuskegee University ⇒

### ARIZONA

Arizona State University ⇒  
The University of Phoenix ⇒

### ARKANSAS

University of Arkansas at Pine Bluff ⇒

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### CALIFORNIA

American Graduate University ⇒  
California State Polytechnic University ⇒  
California State University, Hayward ⇒  
California State University, Northridge ⇒  
DeAnza College ⇒  
Golden Gate University ⇒  
Naval Postgraduate School ⇒  
Pepperdine University ⇒  
Saint Mary's College of California ⇒  
San Diego State University ⇒  
Santiago Canyon College, Rancho Santiago  
Community College ⇒  
University of California ⇒  
University of California, Irvine ⇒  
University of California, Riverside ⇒  
West Los Angeles College ⇒

### COLORADO

University of Colorado at Boulder ⇒

### CONNECTICUT

University of New Haven ⇒

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### DISTRICT OF COLUMBIA

American University ⇒  
Catholic University of America ⇒  
George Washington University Law School ⇒  
George Washington University ⇒  
Howard University ⇒  
Southeastern University ⇒  
University of the District of Columbia ⇒  
Webster University ⇒

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### FLORIDA

Florida A&M University ⇒  
Florida Institute of Technology ⇒  
University of Central Florida ⇒  
University of North Florida ⇒  
University of West Florida ⇒

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### GEORGIA

Georgia College & State University ⇒

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### ILLINOIS

Northwestern University ⇒

## **INDIANA**

Indiana University →  
Ivy Tech State College →  
Purdue University →  
Tri-State University →

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## **LOUISIANA**

Grambling State University →

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## **MARYLAND**

Bowie State University →  
Montgomery College →  
Morgan State University →  
University of Baltimore →  
University of Maryland →  
University of Maryland, School of Law →  
University of Maryland University College →

## **MASSACHUSETTS**

Middlesex Community College →  
Western New England College →

## **MICHIGAN**

Central Michigan University →  
Grand Valley State University →  
Michigan State University →

## **MINNESOTA**

University of St. Thomas →

## **MISSISSIPPI**

Alcorn State University →  
Rust College →

## **MISSOURI**

Avila College →  
Park University →  
Rockhurst University →

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## **NEW HAMPSHIRE**

Rivier College →

## **NEW JERSEY**

Monmouth University →

## **NEW YORK**

Binghamton University →  
Elmira College →  
Hofstra University →  
Rochester Institute of Technology →  
Siena College →  
State University of New York at Buffalo →  
University at Albany →

## **NORTH CAROLINA**

Elizabeth City State University →

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## **OHIO**

Bowling Green State University →  
Capital University →  
Cuyahoga Community College →  
Miami University →  
Sinclair Community College →  
Wilberforce University →

## **OKLAHOMA**

Tulsa Community College →

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## **PENNSYLVANIA**

Penn State University →  
Saint Joseph's University →  
Temple University →  
University of Pennsylvania →  
University of Pittsburgh →

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## **SOUTH CAROLINA**

Trident Technical College →  
University of South Carolina →  
Voorhees College →

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## **TENNESSEE**

Tennessee State University →

## **TEXAS**

Saint Edward's University →  
Saint Philip's College →  
Texas A&M, Mays Business School →  
University of Dallas →  
University of Houston →  
University of Texas at San Antonio →

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## **UTAH**

Weber State University →

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## **VIRGINIA**

College of William and Mary →  
DeVry University →  
George Mason University →  
Hampton University →  
Marymount University →  
Norfolk State University →  
Northern Virginia Community College →  
Procurement Technical Assistance Program →  
Strayer University →  
Tidewater Community College →  
University of Virginia →  
Virginia Tech, Pamplin College of Business →

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## **WEST VIRGINIA**

West Virginia State College →

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## COLLEGE and UNIVERSITY COURSE DETAILS

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To view the course descriptions for acquisition-related programs in a particular college or university, click on the first letter of the university's name above. For a summary list of universities by state, click [here](#) to navigate to the course index by state.

Note the following icons used in this guide:

- The diploma icon (  ) indicates that the school or university offers an acquisition-focused degree; and
- The HBCU icon (  ) indicates that the school is a Historically Black College or University.

### **ALABAMA AGRICULTURAL AND MECHANICAL (A&M) UNIVERSITY**

School of Business  
4900 Meridian Street  
Normal, AL 35762  
URL: [www.aamu.edu](http://www.aamu.edu)



Point of Contact: Dr. Emeka S. Dunu  
Acting Chairperson  
Department of Management and Marketing  
E-mail: [aamdun01@aamu.edu](mailto:aamdun01@aamu.edu)

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### **Bachelor of Science and Master of Business Administration with Logistics Concentration**

Alabama Agricultural and Mechanical University (A&M) offers a concentration in Logistics in both their Bachelor of Science (BS) in Business Administration and Master of Business Administration (MBA) programs.

The BS program is designed to provide students with knowledge and skills in the various functional activities that logistics encompasses. The program emphasizes the interdependence of these functional areas and the need for an integrated approach to managing them. In this program, students complete School of Business requirements as well as course electives in logistics.

A minimum of 36 graduate-level hours are required to complete the MBA Program. The program is divided into three sections: the basic core, the professional core, and electives. The professional core is made up of 27 hours of courses that focus on the internal and organizational environment, the functional areas, quantitative techniques, and managerial communications. Depending upon their specific programs, students choose nine hours of electives.

► **Basic Core**

- Basics of Management and Marketing
- Essentials of Accounting
- Essentials of Finance
- International Business
- Legal Environment and Ethics
- Management Information Systems
- Math for MBA
- Production/Operations Management
- Quantitative Business Analysis
- Survey of Economic Analysis

► **Professional Core**

- Accounting Analysis for Management
- Applied Business Statistics
- Financial Management and Policy
- Global Issues in Business
- Management of Marketing Activities
- Managerial Communication
- Managerial Economics
- Organizational Behavior
- Strategic Management

► **Logistics Concentration**

- Independent Research in Logistics
- International Marketing and Logistics
- Logistics and Supply Chain Management
- Logistics Strategies and Policy
- Product Life Cycle Management
- Survey of Logistics

**ALCORN STATE UNIVERSITY**

School of Business

1000 ASU Drive

Alcorn State, MS 39096

Telephone: (601) 877-6100

URL: [www.alcorn.edu](http://www.alcorn.edu)



Point of Contact: Dr. John W. Gill  
Dean

Telephone: (601) 877-6450

Fax: (601) 877-3900

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Alcorn State University's School of Business offers a Bachelor of Science in Accounting and Business Administration with a Management Concentration. This program includes the following courses.

## Courses

- Legal Environment of Business
- Procurement for the Electronic Office
- Production Management

## AMERICAN GRADUATE UNIVERSITY

733 North Dodsworth Avenue

Covina, CA 91724-2499

Telephone: (877) 351-9060

Fax: (626) 915-1709

URL: [www.agu.edu](http://www.agu.edu)



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### ► **Master of Acquisition Management**

This integrated program provides the student with an intensive knowledge of acquisition, contracting and procurement processes and how these practices and techniques interrelate with standard business management processes of finance, law, operations, marketing and technical management. Each course is 3 credits; 36 credits are required. Students may select a comprehensive exam or an approved project.

#### **Acquisition Courses**

- Business Development and Proposal Preparation
- Contract Management and Administration
- Federal Government Contracting
- Government Contract Law
- Negotiation Principles and Practices
- Pricing and Negotiation of Government Contracts and Subcontracts
- Program Management
- Subcontract Management

#### **General Management Courses**

- Business Research Methods
- Essentials of Management
- Management Accounting and Control
- Management Economics
- Organizational Behavior and Human Resources

### ► **Master of Project Management**

A student enrolled in this program will acquire the ability to plan, integrate, and implement organizational, business, and technical management systems with human and leadership skills to successfully manage dynamic projects and programs. Each course is 3 credits; 36 credits are required. Students may select a comprehensive exam or an approved project.

#### **Program/Project Management Courses**

- Building, Leading, and Managing Project Teams
- Contracting and Procurement for Project Managers
- Earned Value Management Systems
- Managing Projects
- Negotiation for Managers
- Program Management

- Project Quality Management
- Project Scheduling Techniques
- Project Scope, Cost, and Schedule Management
- Risk Analysis and Management
- Technical Program Management

**General Management Courses**

- Business Research Methods
- Essentials of Management
- Financial Management
- Management Accounting and Control
- Organizational Behavior and Human Resources

**AMERICAN UNIVERSITY**

Office of the Dean  
 Washington College of Law  
 Suite 366  
 4801 Massachusetts Avenue, NW  
 Washington, DC 20016-8192  
 Telephone: (202) 274-4000  
 URL: [www.wcl.american.edu](http://www.wcl.american.edu)

Point of Contact: Claudio M. Grossman  
 Dean  
 Telephone: (202) 274-4004  
 Fax: (202) 274-4005  
 E-mail: [deans-office@wcl.american.edu](mailto:deans-office@wcl.american.edu)

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American University’s Washington College of Law offers two procurement-related courses:

- Government Contracts
- International Procurement Law

**ATHENS STATE UNIVERSITY**

School of Business  
 300 North Beaty Street  
 Athens, AL 35611  
 Telephone: (256) 233-8211  
 URL: [www.athens.edu](http://www.athens.edu)



Point of Contact: Dr. Robert D. Gulbro  
 Dean, School of Business  
 Telephone: (256) 233-8116  
 Fax: (256) 233-8151  
 E-mail: [gulbror@athens.edu](mailto:gulbror@athens.edu)

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## **Business Administration with a Concentration in Procurement and Acquisition Management**

The objectives of this program are to develop personnel with knowledge and expertise in the following areas:

- Procurement and acquisition management;
- General management concepts and skills;
- Broad body of knowledge related to all aspects of business operation; and
- Broad-based liberal arts foundation.

### ▶ **General Education**

- Computer Applications
- English Composition
- Humanities
- Mathematics
- Natural Science
- Social Science

### ▶ **Business Administration Core**

- Business Policy
- International Commerce
- Legal Environment of Business
- Management
- Management Information Systems
- Managerial Finance
- Marketing
- Money and Banking
- Principles of Accounting
- Principles of Economics
- Productions and Operations Management
- Statistical Methods of Business

### ▶ **Procurement and Acquisition Concentration**

- Contract Administration
- Contract Negotiation
- Cost and Price Analysis
- Government Acquisition and Contracting
- Government Contract Law
- Introduction to Procurement and Logistical Management

## **ARIZONA STATE UNIVERSITY**

W. P. Carey School of Business

Main Campus

PO Box 874706

Tempe, AZ 85287-4706

Telephone: (480) 965-6044

Fax: (480) 965-8629

URL: [www.cob.asu.edu](http://www.cob.asu.edu)

#### Undergraduate

Point of Contact: Joseph Behrens  
Advisor, Supply Chain Management and Real Estate  
Telephone: (480) 965-9107  
Fax: (480) 965-8629  
E-mail: [joseph.behrens@asu.edu](mailto:joseph.behrens@asu.edu)

#### Master of Business Administration

Point of Contact: Eileen McCulloch  
Student and Corporate Relations  
Supply Chain Management  
Telephone: (480) 965-6424  
Fax: (480) 965-8629  
E-mail: [eileen.mcculloch@asu.edu](mailto:eileen.mcculloch@asu.edu)

#### Ph.D. Point of Contact:

John Pearson  
Professor and Doctoral Coordinator  
Supply Chain Management  
Telephone: (480) 965-3679  
Fax: (480) 965-8629  
E-mail: [john.pearson@asu.edu](mailto:john.pearson@asu.edu)

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Arizona State University's Department of Supply Chain Management supports the Bachelor of Science (BS), Ph.D. concentration and W. P. Carey Master in Business Administration (MBA) specialization in Supply Chain Management. Faculty supporting the BS in Real Estate and core curricula in Legal and Ethical Studies and Management Communication are also housed in this department.

#### ► Undergraduate Program

Majors in the Bachelor of Science program for Supply Chain Management complete pre-business coursework, including the following:

- Global Supply Chain Management
- Logistics Management
- Materials Management
- Productivity and Quality Management
- Research and Negotiation
- Supply Chain Strategy
- Supply Management

#### ► Graduate Program

Students in the second year of the Day Program are offered a lock step sequence including buyer-supplier relations, global supply chain issues, logistics design, management, e-commerce, integrating demand and supply analysis, strategic supplier alliances, strategic design, systems development, and operations and supply.

► **Ph.D. with Supply Chain Management Concentration**

The Ph.D. program consists of a minimum of 84 semester hours of approved graduate course work beyond the bachelor's degree including the following courses:

- 15 hours in the basic program;
- At least 24 hours in the advanced program (including supporting course work); and
- A minimum of 24 hours of research and dissertation.

**Coursework**

- Three masters-level elective courses in Supply Chain Management;
- Two Supply Chain Management 791 research process seminars;
- Nine Supply Chain Management 791 content seminars;
- Four courses in statistics, optimization, simulation, and decision models to support research;
- Any additional coursework required to meet Ph.D. requirements; and
- Any optional coursework or readings classes needed to conduct a planned research program in Supply Chain Management.

**AVILA COLLEGE**

Business and Economics Department

11901 Wornall Road

Kansas City, MO 64145-1698

Toll Free: 1-800-GO-AVILA

Telephone: (816) 501-3720

Fax: (816) 501-2463

URL: [www.avila.edu](http://www.avila.edu)

Point of Contact: Dr. Richard Woodall  
Chair  
Division of Business and Economics  
E-mail: [woodalldr@mail.avila.edu](mailto:woodalldr@mail.avila.edu)

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**Bachelor of Science in Business Administration**

The Bachelor of Science in Business Administration offers a major in Management with a focus on procurement.

► **College Core**

- English Composition I and II
- Finite Mathematics
- Fundamentals of Communications
- General Psychology
- Understanding Computers

► **Business Core**

- Business Communications
- Business Policy
- Finance
- Legal Aspects of Business I
- Management

- Marketing
- Organizational Behavior and Development
- Principles of Accounting I and II
- Principles of Economics I and II
- Quantitative Analysis
- Statistical Analysis
- Understanding Computers

► **General Management Major**

- Financial Policy
- Managerial Accounting
- Marketing Policy
- Operations Management
- Personnel Management
- Procurement Management

**BINGHAMTON UNIVERSITY**

State University of New York  
 School of Management  
 PO Box 6000  
 Binghamton, NY 13902-6000  
 Telephone: (607) 777-2000  
 URL: [www.binghamton.edu](http://www.binghamton.edu)

Undergraduate  
 Programs Point  
 of Contact:

Brian Perry  
 Telephone: (607) 777-2316  
 E-mail: [bperry@binghamton.edu](mailto:bperry@binghamton.edu)

Masters of Business  
 Administration  
 Programs Point  
 of Contact:

Alesia Wheeler  
 Telephone: (607) 777-4236  
 E-mail: [awheeler@binghamton.edu](mailto:awheeler@binghamton.edu)

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The School of Management's Bachelor and Master programs offer a concentration in Operations Management.

► **Bachelor of Science in Management Program**

**Non-Management Coursework**

- Calculus
- Macroeconomics
- Microeconomics
- Non-introductory liberal arts
- Physical Education
- Statistics

- Writing
- Electives

### **Management Core**

- Business Law
- Financial Accounting
- Financial Management
- Global Strategic Management
- Human Resources Management
- International Business
- Management Concentration Coursework
- Management Information Systems
- Managerial Accounting
- Marketing
- Operations Management
- Secondary Concentration Coursework

### ► **Masters of Business Administration Four-Semester Program**

#### **Year 1**

- Accounting
- Finance
- Management Information Systems
- Marketing
- Operations Management
- Organizational Behavior
- Statistics

#### **Year 2**

- Advanced Finance and Accounting
- Advanced Marketing and Operations Management
- Advanced Technology and Communications
- Global and Ethical Environment
- Human Resource Management
- Strategic Management
- Electives

### ► **Nine-Month Masters of Business Administration Fast-Track Program**

#### **Fall Semester**

- Advanced Finance and Accounting
- Advanced Marketing and Operations Management
- Advanced Technology and Communications
- Human Resource Management
- Electives

#### **Spring Semester**

- Global and Ethical Environment
- Strategic Management
- Electives

## **BOWIE STATE UNIVERSITY**

Department of Business, Public Administration, and Economics

14000 Jericho Park Road

Bowie, MD 20715-9465

Toll Free: 1-877-77-BOWIE

Telephone: (301) 860-4000

URL: [www.bowiestate.edu](http://www.bowiestate.edu)



Point of Contact     Mathias A. Mbah  
   Chair  
   Telephone:     (301) 860-3622  
   Fax:                 (301) 464-7814  
   E-mail:             [mmbah@bowiestate.edu](mailto:mmbah@bowiestate.edu)

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Bowie State University's Business Program includes two major area of concentration: Business Administration and Public Administration. Both concentrations include courses in Marketing Management and Procurement Management.

### ► **Bachelor of Science in Business Administration with a Concentration in Management**

#### **Core Courses**

- Management Problems
- Organizational Behavior
- Principles of Supervision and Leadership
- Production and Operations Management

#### **Core Electives**

- Conflict Management
- Entrepreneurship and New Enterprise
- Human Resources Management
- Information Systems for Management
- International Business
- Labor Relations Law
- Management of Non-Profit Organizations
- Management Seminar
- Managerial Accounting
- Managerial Economics
- Small Business Operations and Management
- Electives

### ► **Management Concentration in Small Business Entrepreneurship Track**

#### **Core Courses**

- Entrepreneurship and New Enterprises
- Management Problems
- Principles of Supervision and Leadership
- Production and Operations Management

- Small Business Finance
- Small Business Operations and Management

► **Bachelor of Science in Technology Degree—Business-Focused Concentrations**

**General Business Track**

- Business and Economic Statistics
- Business Law I and II
- Business Strategy and Policy
- Computer Applications for Business
- Money and Banking
- Organizational Behavior
- Principles of Finance
- Principles of Management
- Principles of Marketing
- Production/Operation Management
- Quantitative Methods for Decision-Making

► **Master of Arts in Administrative Management**

The Master of Arts curriculum includes courses on Procurement Management and Marketing Management.

**BOWLING GREEN STATE UNIVERSITY**

Department of Management

Bowling Green, OH 43403

Telephone: (419) 372-2531

Fax: (419) 372-6057

URL: [www.bgsu.edu](http://www.bgsu.edu)

Point of Contact: Dr. Janet L. Hartley

Telephone: (419) 372-2946

Fax: (419) 372-6057

E-mail: [jhartle@cba.bgsu.edu](mailto:jhartle@cba.bgsu.edu)

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► **Bachelor of Science in Business Administration**

The Bachelor of Science in Business Administration (BSBA) offers a specialization in Production and Operations Management and Purchasing and Supply Chain Management.

**BSBA Coursework**

- Accounting
- Business Communication
- Business Policy and Strategy
- Business to Business Marketing
- Economics
- English
- Finance
- Legal Environment of Business
- Management Information Systems
- Marketing

- Mathematics
- Multinational Business
- Organizational Theory and Behavior
- Production and Operations Management
- Statistics
- General education courses and electives

► **Production and Operations Management Specialization**

Production and operations management is concerned with the theory and practice of making products economically in both manufacturing and service firms. Production and operations managers are responsible for making strategic and tactical decisions that determine quality levels, cost levels, and timely availability of goods and services.

**Curriculum**

- Managing Productivity and Employee Involvement
- Production and Operations Management
- Production Planning and Control
- Purchasing and Price/Cost Analysis
- Or
- Human Resource Management
- Purchasing and Supplier Management
- Quality Management and Process Improvement
- Reward Systems
- Supply Chain Management

► **Purchasing and Supply Chain Management Specialization**

The course of study includes an integrated approach to movement of goods from the supplier to the final customer. The purchasing department in a typical organization is responsible for securing necessary materials, supplies, capital equipment, and services at the best possible terms. The supply chain management function typically coordinates major activities contributing to material costs and availability including purchasing, production control, and physical distribution.

**Curriculum**

- Production Planning and Control
- Purchasing and Materials Management Problems
- Purchasing and Price/Cost Analysis
- Purchasing and Supplier Management
- Quality Management and Process Improvement
- Supply Chain Management

Bowling Green also offers several legal courses that relate to contracts:

- Business Law I
- Legal Environment of Business
- Purchasing and Selling Law

**CALIFORNIA STATE POLYTECHNIC UNIVERSITY**

College of Business Administration  
 Department of Finance, Real Estate, and Law  
 3801 West Temple Avenue  
 Pomona, CA 91768

Telephone: (909) 869-7659  
URL: [www.csupomona.edu](http://www.csupomona.edu)

Point of Contact: Javad Kashefinejad  
Department Chair  
Telephone: (909) 869-2396  
Fax: (909) 869-2124  
E-mail: [dkashefineja@csupomona.edu](mailto:dkashefineja@csupomona.edu)

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► **Minor in the Financial Management Public and Private Contracts**

This concentration provides a background in public and private contracts including the Federal Acquisition Regulations and the Uniform Commercial Code. Students learn contract administration, formulation, and negotiation.

**Required Courses**

- Contract Administration
- Contract Aspects of the Uniform Commercial Code
- Contract Case Study
- Contract Cost/Price Techniques-Negotiation
- Legal Environment of Marketing
- Purchasing Management

**CALIFORNIA STATE UNIVERSITY, HAYWARD**

College of Business and Economics  
Department of Management Sciences  
25800 Carlos Bee Boulevard  
Hayward, CA 94542-3066  
Telephone: (510) 885-3000  
URL: [www.csuhayward.edu](http://www.csuhayward.edu)

Point of Contact: Donna L. Wiley  
Director, Graduate Programs  
Telephone: (510) 885-2419  
Fax: (510) 885-2176  
E-mail: [dwiley@csuhayward.edu](mailto:dwiley@csuhayward.edu)  
URL: [www.sbe.csuhayward.edu](http://www.sbe.csuhayward.edu)

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► **Masters in Business Administration with Option of Supply Chain Management**

The Supply Chain Management option provides education in modern theories, business practices, and applications associated with successfully developing and managing a supply chain.

**Required Courses**

- Enterprise Planning and Control
- Global Supply Chain Management
- Logistics Management
- Purchasing and Materials Management

### **Electives within Supply Chain Management**

- Advanced Operations Management
- Business/Economic Forecasting
- Decision Making Under Uncertainty
- Enterprise Resource Management and E-Commerce
- Quality Management
- Service Operations Management

### **Electives Outside Supply Chain Management**

Select 8 units in 6100-6999 School of Business and Economics courses outside Supply Chain Management or any other department approved graduate level coursework outside Supply Chain Management.

### ► **Masters in Business Administration with Option of Operations and Materials Management**

The Operations and Materials Management option prepares professionals to effectively manage resources, quality, and productivity in both manufacturing and service organizations. The program is targeted at professionals in large corporations, service companies, not-for-profits, government organizations, manufacturing and service companies, and consulting firms. It provides knowledge and experience in ethical, global, environmental and technological issues.

#### **Required Courses**

- Advanced Operations Management Seminar
- Enterprise Planning and Control
- Purchasing and Materials Management
- Service Operations Management

### **CALIFORNIA STATE UNIVERSITY, NORTHRIDGE**

College of Extended Learning  
18111 Nordhoff Street  
Northridge, CA 91330-8343  
Telephone: (818) 677-CSUN  
Fax: (818) 677-2288  
E-mail: [exl@csun.edu](mailto:exl@csun.edu)  
URL: [www.csun.edu/exl](http://www.csun.edu/exl)



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### ► **Certificate in Purchasing Management**

California State University at Northridge offers a Certificate in Purchasing Management through its College of Extended Learning. Coursework includes topics such as purchasing manager survival skills, the purchasing process, the supply environment, negotiation skills, e-procurement, and staffing issues.

**CAPITAL UNIVERSITY**

2199 East Main Street  
Columbus, OH 43209-2394  
Toll Free: 1-800-289-6289  
Telephone: (614) 236-6011  
Fax: (614) 236-6926  
URL: [www.capital.edu](http://www.capital.edu)

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**► Bachelor of Arts in Business Management****Coursework**

- Business Law
- Business Policy
- Business Writing
- College Algebra
- College Reading and Writing
- Corporate Financial Management Humanities
- Cultural Pluralism in American Society Elective
- Economic Principles
- Ethical Issues
- Fine Arts
- Finite Math for Business
- Global Awareness
- Intermediate Microeconomics
- Introduction to Political Economy Business Statistics
- Introduction to Psychology
- Introduction to Sociology
- Lifetime Health
- Management Information Systems
- Managerial Accounting
- Marketing
- Operations Management
- Oral Communication
- Organizational Behavior
- Religious Foundations and the Bible Financial Accounting
- Science and Technology
- Social Science
- Internship
- Electives

**► Masters of Business Administration Program Core Courses**

- Analytical Methods
- Business and Society
- Business Policy and Strategy
- Communications and Information Management
- Financial Management
- Managerial Accounting
- Managerial Economics
- Marketing Management

- Organizational Behavior
- Production and Operations Management
- Research Paper/Project

### **THE CATHOLIC UNIVERSITY OF AMERICA**

Columbus School of Law

Washington, DC 20064-8005

URL: [www.cua.edu](http://www.cua.edu) and [www.law.edu](http://www.law.edu) (School of Law)

Point of Contact: William Fox  
Associate Dean for Academic Affairs  
Telephone: (202) 319-5436 or (202) 319-6478

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The Catholic University of America offers courses in Government Contracts, and Government Contracts, Grants, and Programs.

### **CENTRAL MICHIGAN UNIVERSITY**

College of Business Administration

Grawn Hall 112

Mount Pleasant, MI 48859

Telephone: (989) 774-4000

URL: [www.cba.cmich.edu](http://www.cba.cmich.edu)

Point of Contact: Director, Graduate Business Studies  
Telephone: (989) 774-3150  
Fax: (989) 774-2372  
E-mail: [Pamela.Stambersky@cmich.edu](mailto:Pamela.Stambersky@cmich.edu)

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#### **► Master of Business Administration**

##### **Foundation Requirements**

- Financial Management and Analysis
- Introduction to Advanced Economic Analysis
- Introduction to Marketing Management
- Management and Organization
- Production/Operations Management
- Professional Business Communications
- Quantitative Methods for Business
- The Legal Environment of Business
- Using Financial Accounting Information

##### **Masters of Business Administration Program Core Courses**

- Accounting Information for Managers
- Economic Analysis for Managers
- Financial Decision-Making
- Information Systems Management
- Managing Behavioral Change

- Managing in a Global Economy
- Marketing Management
- Quantitative Applications for Managers
- Strategic Management

**Areas of Concentration**

- Accounting
- Consulting
- Finance
- General Business
- Human Resources Management
- International Business
- Management Information Systems
- Marketing

**Culminating Experience**

- The MBA Project

**COLLEGE OF WILLIAM AND MARY**

School of Business Administration

Center for Operations Management Process Engineering and Technological Expertise

PO Box 8795

Williamsburg, VA 23187-8795

Telephone: (757) 221-2913

Fax: (757) 221-2958

E-mail: [emba\\_admissions@business.wm.edu](mailto:emba_admissions@business.wm.edu)

URL: [www.wm.edu](http://www.wm.edu)

Point of Contact: Franklin E. Robeson  
 Director, Evening Master of Business Administration  
 Telephone: (757) 221-1770  
 Fax: (757) 221-2937  
 E-mail: [Bud.Robeson@business.wm.edu](mailto:Bud.Robeson@business.wm.edu)

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► **Operations and Information Technology Concentration**

**Undergraduate Courses**

- Introduction to Operations Technology
- Manufacturing Planning and Control Systems
- Operations and Information Technology Practicum
- Quality Management
- Service Management

**Graduate Courses**

- Forecasting Methods and Applications
- Management of International Operations
- Management of Operations Systems
- Manufacturing Planning and Control Systems
- Practicum in International Operations

- Production
- Project Management
- Service Management

► **Evening Masters of Business Administration Program**

**Required Courses**

- Accounting I and II
- Business Policy
- Economics I and II
- Finance
- Management of Information Systems
- Marketing
- Organizational Behavior
- Production
- Quantitative Methods I and II

**Electives in Operations**

- Project Management

**Electives in Applied Economics and Management Science**

- Decision Processes under Uncertainty
- Forecasting Methods and Applications
- Management Science
- Manufacturing Planning and Control Systems
- Principles of Negotiation
- Service Management

► **Executive Master of Business Administration Program (EMBA)**

**First Semester**

- Financial Accounting
- Managerial Economics I
- Marketing Management I
- Organizational Behavior
- Quantitative Methods I

**Second Semester**

- Management Control Systems
- Managerial Economics and Public Policy
- Marketing Management II
- Quantitative Methods II

**Third Semester**

- Global Environment of Business
- Managerial Accounting
- Strategic Market Planning
- Financial Management
- Management of Operations Systems

#### **Fourth Semester**

- Business Policy I
- Corporate Financial Policy
- Influence of Taxation on Business Decisions
- Management of Information Systems
- Operations Planning
- Organizational Behavior & Managing Change in Organizations

#### **Fifth Semester**

- Advanced Business Electives I, II and III
- Business Policy II

### **COMMUNITY COLLEGE OF THE AIR FORCE**

Administrative Center

CCAF/DFAT

130 West Maxwell Boulevard

Maxwell Maxwell Air Force Base, AL 36112-6655

URL: [www.au.af.mil/au/ccaf](http://www.au.af.mil/au/ccaf)

Point of Contact: Kathy Marquez  
Program Manager  
Contracts Management Degree Program  
Telephone: (334) 953-2043 or -5938  
DSN: (334) 493-5938  
Fax: (334) 953-2980  
E-mail: [Kathy.Marquez@maxwell.af.mil](mailto:Kathy.Marquez@maxwell.af.mil)  
URL: [www.au.af.mil/au/ccaf/catalog/2002cat/ter\\_1cao.htm](http://www.au.af.mil/au/ccaf/catalog/2002cat/ter_1cao.htm)

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#### **► Contracts Management**

##### **Degree Completion Requirements (64 semester hours)**

- General Education (15 hours)
  - Humanities
  - Mathematics
  - Oral Communication/Speech
  - Social Science
  - Written Communication/English composition
- Business Law
  - CCAF Internship
  - Contract Administration/Management
  - Contract Law
  - Government Contracting Principles
  - Pricing and Negotiation
  - Purchasing
- Leadership, Management, and Military Studies (6 hours)
- Program Elective (15 hours)
- Physical Education (4 hours)

- Technical Core (12-24 hours)
- Technical Electives (up to 12 hours)
  - Accounting
  - Computer Science
  - Economic Principles (Macro/Micro)
  - Enlisted Professional Military Education
  - Human Relations
  - Introduction to Business
  - Labor Relations
  - Materiel Management
  - Principles of Marketing
  - Statistics

### **CUYAHOGA COMMUNITY COLLEGE**

700 Carnegie Avenue

Cleveland, OH 44115-2878

Toll Free: 1-800-954-TRIC (8742)

Telephone: (216) 987-4000

URL: [www.tri-c.cc.oh.us](http://www.tri-c.cc.oh.us)

Point of Contact: Donna Freshour  
 Academic and Student Affairs  
 Telephone: (216) 987-4366  
 E-mail: [Donna.Freshour@tri-c.edu](mailto:Donna.Freshour@tri-c.edu)

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#### ► **Associate of Applied Business Degree in Purchasing Management**

Purchases of materials, supplies and equipment represent a large part of a business or industrial firm's total cost of operation. Purchasing, because of its importance, is often designated as a separate responsibility to be handled by one or more individuals. Purchasing agents and their assistants are responsible for obtaining raw materials, goods and services at the lowest cost consistent with required quality. The majority of the nation's purchasing personnel are employed in manufacturing firms. Many also work in government agencies, public utilities, schools and hospitals.

#### **Required Communication Courses**

- College Composition
- Or
- Fundamentals of Interpersonal Communication
- Or
- Fundamentals of Speech Communication

#### **Required Social Sciences Courses**

- History of Civilization I and II
- Introduction to Social Science I and II
- United States History to 1877
- United States History since 1877

#### **Additional Core Classes**

- Cultural Anthropology

Or

- Introductory Sociology
- Principles of Macroeconomics
- American National Government

**Mathematics Requirements** (1 of following classes)

- Successful completion of a 3 semester credit hour math course numbered 1060 or higher
- Achievement of 88% or higher on the College-wide Mathematics Proficiency Exam

**Natural Sciences Requirements** (1 of following classes)

- The Cell and DNA
- Human Biology
- Any science course

**Humanities Requirements** (1 of following course topics)

- Art, Dance, English, Foreign Language, Humanities, Journalism and Mass Communications, Music, Philosophy, Religious Studies, Speech communication, or Theater Arts

**Elective Graduation Requirement** (1 of following course topics)

*Note: Courses that have been used to complete any requirement listed under Specific Graduation Requirements cannot count toward fulfilling Elective Graduation Requirements.*

- Social Sciences: Anthropology, Economics, Education, Geography, History, Political Science, Psychology, Social Sciences, Sociology, or Urban Studies
- Humanities: Art, Dance, English, Foreign Language, Humanities, Journalism and Mass Communications, Music, Philosophy, Religious Studies, Speech Communication, or Theatre Arts
- Natural Sciences: Biology, Chemistry, Earth Science, Physical Science, Physics  
Completion of one course from any of the subject areas listed below.
- Mathematics

**Health and Physical Education Requirements** (1 of the following)

- Personal Health Education
- Two credits in Physical Education

**Program Requirements**

**First Semester**

- College Composition I
- Introduction to Business
- Introduction to Purchasing
- Microcomputer Applications
- Survey of Mathematics

**Second Semester**

- College Composition II
- Financial Accounting
- Health/Physical Education
- Natural Sciences

- Principles of Macroeconomics
- Purchasing Management
- Quantitative Applications for Accounting and Business

### **Third Semester**

- Fundamentals of Speech Communication
- Health/Physical Education
- Principles of Management
- Principles of Marketing
- Principles of Microeconomics
- Value Analysis

### **Fourth Semester**

- American National Government
- Business Law
- Cultural Anthropology
- Human Relations in Business
- Introduction to Sociology
- Negotiations
- Principles of Freight Management
- Production/Operations Management

### **DeANZA COLLEGE**

Business/Computer Systems Division  
 Materials Management Program  
 21250 Stevens Creek Boulevard  
 Cupertino, CA 95014  
 Telephone: (408) 864-5678  
 URL: [www.deanza.fhda.edu](http://www.deanza.fhda.edu)

Point of Contact: David Stringer  
 Materials Management Program Coordinator  
 Telephone: (408) 864-8539  
 E-mail: [stringerdavid@fhda.edu](mailto:stringerdavid@fhda.edu)

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#### ► **Certificate of Completion—Materials Management**

- Business Law
- Fundamentals of Purchasing
- Purchasing Management

#### ► **Certificate of Achievement—Materials Management**

- Business Negotiation
- Production Control and Inventory Management

Plus nine of the following courses

- Basic Total Quality Management
- Business Communication
- Business Information Systems
- Business Mathematics

- Contract Administration
- Contracts for Buyers
- Financial Accounting
- Human Relations in Business
- Introduction to Business
- Introduction to Sales
- Logistics
- Planning for Supervisors
- Principles of Marketing
- Principles of Pricing
- Transportation and Traffic

**Certificate of Proficiency** (Certificate of Completion plus the following)

- Business Negotiation
- Contracts for Buyers
- Financial Accounting
- Production Control and Inventory Management

Plus at least 12 of the following courses

- Basic Total Quality Management
- Business and Society
- Business Communication
- Business Information Systems
- Business Mathematics
- Contract Administration
- Financial & Managerial Accounting
- Human Relations in Business
- Introduction to Business
- Introduction to Sales
- Logistics
- Planning for Supervisors
- Principles of Marketing
- Principles of Pricing
- Transportation and Traffic

► **Materials Management Degree** (Certificate of Completion in Materials Management plus the following courses)

- Business Negotiation
- Contracts for Buyers
- Financial Accounting
- Introduction to Business
- Logistics
- Principles of Pricing
- Production Control and Inventory Management

Plus at least 21 units of the following

- Basic Total Quality Management
- Business and Society
- Business Communication
- Business Information Systems
- Business Mathematics

- Contract Administration
- Financial and Managerial Accounting
- Human Relations in Business
- Introduction to Sales
- Planning for Supervisors
- Principles of Management
- Principles of Marketing
- Transportation and Traffic

**DEVRY UNIVERSITY, KELLER GRADUATE SCHOOL OF MANAGEMENT**

Suite 250

1751 Pinnacle Drive

McLean, VA 22102-3832

URL: [www.devry.com](http://www.devry.com)

Point of Contact: Janice A. Berlin  
Regional Manager  
Telephone: (703) 556-9669

Or

Marcy L. Tadla  
Manager, State and Provincial Licensing  
Telephone: (630) 706-3171  
E-mail: [mtadla@keller.edu](mailto:mtadla@keller.edu)

For DeVry center locations, visit [www.keller.edu/locations.html](http://www.keller.edu/locations.html).

DeVry University Online  
One Tower Lane

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► **Master of Project Management (MPM)**

**Management Course**

- Applied Managerial Statistics and Quality
- Leadership and Organizational Behavior
- Managing Organizational Change
- Marketing Management
- Principles of Accounting and Finance

**Program Specific**

- Advanced Project Management
- Contract and Procurement Management
- Managing Quality

- Project Cost and Risk Management
- Project Management Capstone
- Project Management Systems

► **Graduate Certificate in Project Management**

This option is available for students who wish to specialize in project management without completing the entire MPM degree program.

**Required Courses**

- Advanced Project Management
- Contract and Procurement Management
- Leadership and Organizational Behavior
- Managing Quality
- Project Cost and Risk Management
- Project Management Systems

The following procurement-related electives are available:

- Advertising Management
- Business Law
- Channels of Distribution
- Contract and Procurement Management
- Managing Software Development Projects
- Marketing Management
- Marketing Research
- Negotiation Skills
- New Product Development
- Operations Management
- Sales Management

The following programs include courses on project, contract, and procurement management:

- Graduate Certificate in Information Systems Management
- Graduate Certificate in Telecommunications Management
- Master of Information Systems Management
- Master of Telecommunications Management

**ELIZABETH CITY STATE UNIVERSITY**

Walter R. Davis School of Business and Economics  
 1704 Weeksville Road  
 Elizabeth City, NC 27909  
 URL: [www.ecsu.edu](http://www.ecsu.edu)



Point of Contact: Dr. Mickey L. Burnim  
 Chancellor  
 Telephone: (252) 335-3400  
 E-mail: [info@alpha.ecsu.edu](mailto:info@alpha.ecsu.edu)

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Elizabeth City State University offers a Bachelor of Science (BS) degree in Business Administration with a concentration in Management, which includes a course in Production/Operational Management.

### **ELMIRA COLLEGE**

One Park Place

Elmira, NY 14901

Toll Free: 1-800-935-6472

Telephone: (607) 735-1800

E-mail: [admissions@elmira.edu](mailto:admissions@elmira.edu)

URL: [www.elmira.edu](http://www.elmira.edu)

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► **Bachelor of Science in Business Administration**

Specializations are available in Statistics, Economics, International Business, Management, and Marketing.

#### **Required Courses**

- Business Law
- Corporation Finance
- Marketing
- Money and Financial Institutions
- Operations Planning and Control
- Principles of Accounting
- Principles of Macroeconomics
- Principles of Management
- Principles of Microeconomics

### **FLORIDA A&M UNIVERSITY**

School of Business and Industry

One SBI Plaza

Tallahassee, FL 32307

Telephone: (850) 599-3000

E-mail: [adm@famu.edu](mailto:adm@famu.edu)

URL: [www.famu.edu](http://www.famu.edu)



Point of Contact: Dr. Fred Gainous  
President

Telephone: (850) 561-2361

Fax: (850) 561-2402

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Florida A&M University offers both two- and five-year Master of Business Administration (MBA) curricula, which include courses on global logistics.

## FLORIDA INSTITUTE OF TECHNOLOGY

150 West University Boulevard  
Melbourne, FL 32901-6975  
Telephone: (321) 674-8000  
URL: [www.fit.edu](http://www.fit.edu)



For information on the School of Extended Studies, visit <http://segs.fit.edu>.

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### ► Professional Master of Business Administration (PMBA) Concentration in Acquisition and Contract Management

#### Core Requirements

- Advanced Analytical Methods for Management
- Corporate Finance
- Decision Theory
- Or
- Intermediate Managerial Statistics
- Economics for Business
- Information Systems
- Managerial Accounting
- Marketing Management
- Management Theory and Thought
- Or
- Organizational Behavior
- Policy and Strategy for Business

#### Electives

In addition to the nine core courses, students electing the PMBA with a concentration in acquisition and contract management are also required to take three elective courses. These electives must be selected from the list of contracts courses.

### ► Master of Science in Acquisition and Contract Management (MS/ACM)

#### Degree Requirements

The MS/ACM degree is conferred upon students who have successfully completed 33 credit hours of graduate course work plus other course requirements as listed on the student's approved Graduate Program Plan.

#### Program Prerequisites

- Basic Economics
- Financial Accounting

#### Required Courses

- Contract and Subcontract Formulation
- Contract Changes, Terminations and Disputes
- Contract Management Research Seminar
- Contract Negotiations and Incentive Contracts
- Corporate Finance

- Cost Principles, Effectiveness, and Control
- Managerial Accounting
- Organizational Behavior
- Procurement and Contract Management

#### **Electives**

- Advanced Procurement and Contract Management
- Business and Legal Aspects of Intellectual Property
- Business Ethics
- Cost and Economic Analysis
- Government Contract Law
- Management and Administration of Contracts
- Materiel Acquisition Management
- Program Management
- Special Topics in Contracts Management

### ► **Master of Science in Logistics Management (MS/LM)**

#### **Degree Requirements**

The degree of Master of Science in Logistics Management is conferred upon students who have successfully completed 33 credit hours of graduate course work plus other course requirements as listed on the student's approved Graduate Program Plan.

#### **Program Prerequisites**

- College Algebra
- Financial Accounting

#### **Required Courses**

- Basic Economics
- Corporate Finance
- Decision Theory
- Or
- Decision Analysis
- Distribution Management
- Integrated Logistics Management
- Introductory Managerial Statistics
- Logistics Policy
- Production and Operations Management
- Personnel Management and Industrial Relations
- Seminar in Research Methodology

#### **Elective**

- One course chosen from those courses offered to emphasize the area of greatest interest and benefit to the student.

### ► **Master of Science in Management with a Concentration in Acquisition and Contract Management (MSM/ACM)**

#### **Program Prerequisite**

- College Algebra

**Required Courses**

- Basic Economics
- Corporate Finance
- Financial Accounting
- Information Systems
- Introductory Managerial Statistics
- Management of Theory and Thought
- Personnel Management and Industrial Relations
- Program Management

**Electives**

- Advanced Procurement and Contract Management
- Business and Legal Aspects of Intellectual Property
- Contract and Subcontract Formulation
- Contract Changes, Terminations and Disputes
- Contract Management Research Seminar
- Contract Negotiations and Incentive Contracts
- Cost Principles, Effectiveness and Control
- Government Contract Law
- Management and Administration of Contracts
- Materiel Acquisition Management
- Procurement and Contract Management
- Special Topics in Business
- Special Topics in Contract Management

**► Master of Science in Management Concentration in Logistics Management (MSM/LM)****Program Prerequisite**

- College Algebra

**Required Courses**

- Basic Economics
- Corporate Finance
- Financial Accounting
- Information Systems
- Introductory Managerial Statistics
- Management of Theory and Thought
- Personnel Management and Industrial Relations
- Program Management

**Electives**

- Cost and Economic Analysis
- Distribution Management
- Logistics Policy
- Management and Administration of Contracts
- Materiel Acquisition Management
- Procurement and Contract Management
- Production and Operations Management
- Special Topics in Business

- Systems Analysis and Modeling
- Systems and Logistics Support Management

► **Master of Science in Material Acquisition Management (MS/MAM)**

The degree of Master of Science in Materiel Acquisition Management is conferred upon students who have successfully completed 33 credit hours of graduate course work plus other course requirements as listed on the student's approved Graduate Program Plan.

**Prerequisites**

- College Algebra
- Financial Accounting

**Required Courses**

- Managerial Accounting
- Corporate Finance
- Introductory Managerial Statistics
- Program Management
- Personnel Management and Industrial Relations
- Basic Economics
- Decision Theory
- Or
- Decision Analysis
- Materiel Acquisition Management
- Or
- Procurement and Contract Management

**Electives**

Three courses of greatest interest and benefit to the student.

► **Graduate Certificate in Contract Management**

The Graduate Certificate in Contract Management will consist of one required course and four elective courses:

**Required**

- Procurement and Contract Management

**Elective Courses**

- Advanced Procurement and Contract Management
- Contract and Subcontract Formulation
- Contract Changes, Terminations and Disputes
- Contract Management Research Seminar
- Contract Negotiations and Incentive Contracts
- Cost Principles, Effectiveness and Control
- Special Topics in Contract Management

► **Graduate Certificate in Logistics**

The graduate certificate in logistics consists of one required course and four elective courses:

### **Required**

- Program Management

### **Elective Courses**

- Distribution Management
- Inventory Control and Management
- Logistics Policy
- Management and Administration of Contracts
- Management of Assets
- Materiel Acquisition Management
- Procurement and Contract Management
- Production and Operations Management
- Systems Analysis and Modeling
- Systems and Logistics Support Management

### **On-Line Distance Learning under the School of Extended Graduate Studies**

The following degrees are available via distance learning.

#### **► Master of Business Administration**

- Business Conditions Analysis
- Individual and Group Work Behavior
- Information and Technology Management
- Legal Environment
- Managerial Accounting
- Managerial Economics
- Marketing Strategy
- Operations Research
- Problems in Financial Management
- Production and Operations Management
- Strategy and Business Policy
- Three electives

### **Electives**

Global Entrepreneurship

- Entrepreneurial Field Studies
- Entrepreneurial Finance
- Entrepreneurial Management

Marketing and Supply Chain Management

- Business-to-Business Sales and Marketing
- Electronic Business in Supply Chain Management
- Purchasing and Materials Management

Finance

- Financial Modeling
- Investment Management & Analysis
- Multinational Financial Management

#### **► Masters of Science in Management with a Major in MIS**

This is a thirty-two hour program intended for applicants with prior undergraduate business degrees (or other related area) and some work experience, although

applications from all interested parties are considered. The major is intended and delivered as a full-time program; however, a determined and flexible part-time student should be able to complete the degree.

## **Global Entrepreneurship**

### **Core Courses**

- Client/Server Applications
- Database Development & Management
- Information and Technology Management
- Information Systems Analysis & Design
- Network Development & Management
- Operations Management
- Project Management
- Social and Organizational Issues in MIS
- Special Topics

### **Electives** (two required for degree)

- Entrepreneurial Management
- Management
- Organization Behavior
- Organization Theory
- Organizational Change & Development
- Strategy and Business Policy

### Information Studies

- Information Needs of Government
- Information Systems Management
- Usability Analysis

### Computer Science

- Computer-Human Interaction
- Distributed Computing Systems
- File Organization and Databases
- Software Engineering

## **GEORGE MASON UNIVERSITY**

School of Management

4400 University Drive

Fairfax, VA 22030

Telephone: (703) 993-1880

Fax: (703) 993-1886

E-mail: [services@gmu.edu](mailto:services@gmu.edu)

Point of Contact: Dave Harr  
Senior Associate Dean, School of Management  
Telephone: (703) 993-1760  
E-mail: [dharr@gmu.edu](mailto:dharr@gmu.edu)  
URL: [www.som.gmu.edu](http://www.som.gmu.edu)

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► **Undergraduate Courses**

The School of Management carries several courses in its undergraduate program related to logistics and contracting:

- Computer Integrated Production Planning and Control
- Decision Models in Business and Operations Management
- Government Contracting Law
- Industrial and Governmental Marketing
- Logistics Systems Management
- Marketing in the Nonprofit Sector
- Marketing Research Techniques and Applications
- Seminar in Operations Management

**THE GEORGE WASHINGTON UNIVERSITY**

School of Business and Public Management

2121 G Street, NW, Suite 403

Washington, DC 20052

Telephone: (202) 994-7375

Fax: (202) 994-4930

URL: [www.sbp.m.gwu.edu/mgt/](http://www.sbp.m.gwu.edu/mgt/)



Points of Contact: Elizabeth Wright  
Director, Master of Science in Acquisition Management  
Telephone: (202) 994-7462  
Fax: (202) 994-4930  
E-mail: [ewright@gwu.edu](mailto:ewright@gwu.edu)

Jeff Adams  
Assistant Director, Master of Science in Acquisition Management  
Telephone: (202) 994-7462  
E-mail: [jadams@gwu.edu](mailto:jadams@gwu.edu)

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► **Master of Science in Acquisition Management**

Students in this program will examine the planning, budgetary, negotiation, decision making and policy environment of procurement. The student will also acquire a thorough knowledge of the emerging concept of the supply chain and the effective tools for its management.

**Required Courses**

- Government Contract Administration
- Governmental Budgeting
- Individual and Group Dynamics
- Or
- Organizational Management
- Logistics Management
- Operations Strategy
- Pricing and Negotiation
- Project Management
- Purchasing and Materials Management
- Systems Procurement and Project Management

### Elective Courses

- Procurement and Contracting,  
Or
- Legislative Management and Congress
- Executive Decision Making  
Or
- Case Studies in Information Systems

### THE GEORGE WASHINGTON UNIVERSITY LAW SCHOOL

2000 H Street, NW  
Washington, DC 20052  
Telephone: (202) 994-6261  
URL: [www.law.gwu.edu](http://www.law.gwu.edu)



Point of Contact: Patty Tobin  
Telephone: (202) 739-0629  
Fax: (202) 994-9817  
E-mail: [ptobin@main.nlc.gwu.edu](mailto:ptobin@main.nlc.gwu.edu)  
URL: [www.law.gwu.edu/govcon/default.asp](http://www.law.gwu.edu/govcon/default.asp)

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### ► Master of Laws Degree Program in Government Procurement Law

#### Degree Requirements

Completion of 24 credit hours that include a minimum of 10 hours in government procurement law core courses and 4 hours of thesis.

#### Core Courses

- Formation of Government Contracts
- Performance of Government Contracts
- Government Contracts Cost and Pricing
- Graduate Government Contracts Placement
- One or more government contracts seminars:
  - Government Procurement and Environmental Law
  - Claims and Litigation
  - Litigating Protests

### GEORGIA COLLEGE & STATE UNIVERSITY

Campus Box 97  
Milledgeville, GA 31061-0490  
Toll Free: 1-800-342-0471 (in Georgia)  
Telephone: (478) 445-5004  
E-mail: [info@gcsu.edu](mailto:info@gcsu.edu)  
URL: [www.gcsu.edu/robins](http://www.gcsu.edu/robins)

Point of Contact: Glenn Easterly  
Director, Georgia College & State Centers  
620 Ninth Street, Suite 113  
Robins Air Force Base, GA 31098-2232

Telephone: (478) 327-7376  
Fax: (478) 926-2468

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The following programs are offered at Georgia College & State University Logistics Education Center at Robins Air Force Base:

► **Master of Science in Administration-Logistics Management (MSA/LM)**

The total program consists of 36 hours of academic course work divided into three parts: 15 hours of logistics, 15 hours of management related courses, and 6 hours of logistics electives.

**Logistics Courses**

Courses are selected among all 5000-6000 level graduate Logistics courses depending upon the student's undergraduate background and job-related experiences. Students with an undergraduate degree in Logistics only have to take courses on the 6000 level.

**Management Courses**

Courses are selected among all 5000-6000 level graduate courses; students may also up to none hours of the following coursework if it is not covered in meeting the Logistics course requirements.

- Commercial/Government Contract Law
- International Trade and Logistics Environment
- Logistics Management
- Logistics Policy and Management
- Purchasing and Materials Management

**Logistics Electives**

- Six hours selected by the student.

**GOLDEN GATE UNIVERSITY**

Ageno School of Business

536 Mission Street

San Francisco, CA 94105-2968

Toll Free: 800-GGU-4YOU (1-800-448-4968)

Telephone: (415) 442-6500

Fax: (415) 442-6579

E-mail: [info@ggu.edu](mailto:info@ggu.edu) or [biz@ggu.edu](mailto:biz@ggu.edu)

URL: [www.ggu.edu](http://www.ggu.edu) or [www.ggu.edu/schools/business/home.html](http://www.ggu.edu/schools/business/home.html)

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Golden Gate University School of Business offers several degree and certificate programs with concentrations in Operations Management:

► **Undergraduate Certificate Program in Operations Management**

Six courses within the chosen field of emphasis:

- Manufacturing Management
- Purchasing and Materials Management
- Transportation and Logistics Management

► **Graduate Certificate in Operations Management**

Students can receive a graduate certificate in one of the following:

- Manufacturing Management
- Procurement and Logistics Management
- Project and Systems Management

► **Bachelor of Science in Operations Management**

The requirements for this degree are completion of the basic proficiencies, a major foundation, Liberal Studies core classes plus the following courses:

**Core Requirements**

- Business Logistics
- Principles of Operations Management
- Project Management
- Purchasing and Materials Management
- Plus one of the following areas of emphasis:

**Manufacturing Management Emphasis**

- Facilities Operations and Management
- Global Trends in Manufacturing Management
- Internship: Operations Management
- Manufacturing Processes and Systems
- Principles of Total Quality Management
- Production Planning and Inventory Control

**Purchasing and Materials Management Emphasis**

- Commercial and Government Contract Administration
- Contract Negotiation Seminar
- Global Sourcing and Vendor Relations
- Internship: Operations Management
- Materials Cost and Price Analysis
- Materials Planning and Control Systems

**Transportation and Logistics Management Emphasis**

- Airline Operations Management
- Costing and Pricing of Logistics Services
- International Logistics Services
- Internship: Operations Management
- Legal Issues in Logistics
- Materials Planning and Control Systems
- Principles of Transportation

► **Master of Science Degree in Manufacturing Management**

**Foundation Program**

- Accounting for Managers
- Computer Technology for Managers
- Decision Science for Managers
- Statistical Analysis for Managers

### **Advanced Program**

- Global Trends and Strategies in Operations Management
- Human Resource Management
- Integrated Operations Systems
- Marketing Management
- Operations Management
- Purchasing Management
- Transportation and Logistics Management
- Plus one of the following:
  - Internship: Operations Management
  - Managing Technological Innovation
  - Manufacturing Accounting and Cost Control
  - Quality Management

### ► **Master of Science in Procurement and Logistics Management**

#### **Foundation Program**

- Accounting for Managers
- Computer Technology for Managers
- Decision Science for Managers
- Economics for Managers
- Law of Contracts and Business Organizations
- Organizational Behavior and Management Principles
- Statistical Analysis for Managers

#### **Advanced Program**

- Contract Negotiation and Issue Resolution
- Global Trends and Strategies in Operations Management
- Materials Control
- Operations Management
- Purchasing Management
- Transportation and Logistics Management
- Warehousing Operations
- Plus one of the following:
  - Commercial/Industrial Contract Administration
  - Cost Analysis and Pricing of Logistics Services
  - International Logistics Management
  - Internship: Operations Management
  - Legal and Regulatory Aspects of Transportation

### ► **Master of Business Administration with a Concentration in Operations Management**

Degree requirements plus the following:

#### **Foundation Program**

- Accounting for Managers
- Economics for Managers
- Financial Analysis for Managers
- Statistical and Quantitative Analysis for Managers

### **Advanced Program**

- Business Policy and Strategy
- Financial Management
- International Business Management
- Management Information Systems
- Management Theory and Applications
- Managerial Communication and Analysis
- Marketing Management
- Operations Management

### **Operations Management Concentration**

Four courses in one of the following disciplines:

- Decision Science
- Manufacturing Management
- Project and Systems Management
- Procurement and Logistics Management

### **► Doctor of Business Administration with a Concentration in Operations and Technology Management**

Degree requirements plus the following courses:

- Finance
- International Business
- Microeconomics
- Quantitative Analysis

### **Foundation Curriculum**

- Business, Government, and Society
- Doctoral Writing and Research
- Economic Theory and Policy
- Management and Organizational Theory
- Research Methods
- Technology Systems in Business

### **Operations and Technology Management Field of Study (Required seminars)**

- Management of Innovation and Technology
- Project and Systems Management
- Two of the following:
  - Business Policy and Strategy
  - Logistics and Distribution Management
  - Management of Information Technology Systems
  - Operations Management
  - Special Topics in Business Administration
  - Trends in Information Technology Industries

## **GRAMBLING STATE UNIVERSITY**

College of Business  
Jacob T. Steward Building  
PO Box 607  
Grambling, LA 71245



URL: [www.gram.edu](http://www.gram.edu)

Point of Contact: Dr. Macil Wilkie  
Dean  
Telephone: (318) 274-2275  
Fax: (318) 274-2191  
E-mail: [wilkie@gram.edu](mailto:wilkie@gram.edu)

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Grambling offers courses in logistics under its Management and Marketing programs.

#### **Courses**

- Acquisition and Logistics Management
- Material Requirements Planning
- Operations Management
- Organizational Behavior
- Physical Distribution Management

#### **GRAND VALLEY STATE UNIVERSITY**

1 Campus Drive  
Allendale, MI 49401-9403  
Toll Free: 1-800-748-0246  
Telephone: (616) 331-5000  
(616) 331-7500 (Undergraduate degree)  
E-mail: [go2gvmba@gvsu.edu](mailto:go2gvmba@gvsu.edu)  
URL: [www.gvsu.edu](http://www.gvsu.edu)

Point of Contact: Claudia Bajema  
Director, Graduate Business Program  
Siedman School of Business  
401 West Fulton  
Grand Rapids, MI 49504  
Telephone: (616) 336-7400  
(616) 336-7387

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#### ► **Bachelor of Business Administration Program**

##### **Business Core**

- Administrative Policy
- Concepts of Management
- Legal Environment for Business
- Management Information Systems
- Managerial Finance
- Marketing Management
- Operations Management
- Principles of Financial Accounting
- Principles of Managerial Accounting

### **Operations Management Major**

This emphasis is designed to prepare students in the technical and strategic aspects of producing goods and services. It involves the application of managerial, quantitative, and computer skills to areas of quality assurance, inventory management, forecasting, and scheduling, with the goal of providing students with the tools to effectively manage service and manufacturing operations.

#### **Courses**

- Computers in Operations Management
- Management Science
- Operations Management

Two of the following:

- Advanced Topics in Operations Management
- Managing Quality
- Service Operations Management

Two of the following:

- Facilities Structure and Maintenance
- International Management and Multinational Corporations
- Physical Distribution/Logistics Management
- Purchasing and Materials Handling

### ► **Masters of Business Administration**

The Seidman Master of Business Administration curriculum balances hands-on experience with solid business theory and principles. A faculty-driven emphasis on applied research and participation in working groups fosters an environment in which students develop their ability to creatively solve problems, to innovate, to persuade, and to advocate ideas.

#### **Courses**

- Global Competitiveness
- Leadership and Organizational Dynamics
- Strategy
- The Business Plan

#### **Directed Electives**

- Business Economics
- Financial Policy for Managers
- Managerial Accounting
- Marketing Management
- Operations Management

#### **Additional Electives**

- Accounting
- Economics
- Finance
- Management
- Marketing

## HAMPTON UNIVERSITY

School of Business  
Hampton, VA 23668  
URL: [www.hamptonu.edu](http://www.hamptonu.edu)



Point of Contact: Sid Howard Credle  
Dean  
Telephone: (757) 727-5231  
Fax: (757) 727-5746

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Hampton University has a five-year Master in Business Administration (MBA) program that offers logistics coursework in its fifth year.

## HOFSTRA UNIVERSITY

1000 Fulton Avenue  
Hempstead, NY 11549 -1000  
Toll Free: 1-800-HOFSTRA  
Telephone: (516) 463-6600  
E-mail: [HOFSTRA@Hofstra.edu](mailto:HOFSTRA@Hofstra.edu)  
URL: [www.hofstra.edu](http://www.hofstra.edu)

Point of Contact: Dr. Bruce Charnov  
Associate Professor of Management, Entrepreneurship,  
and General Business  
Telephone: (516) 463-5326  
Fax: (516) 463-4834  
E-mail: [Bruce.H.Charnov@Hofstra.edu](mailto:Bruce.H.Charnov@Hofstra.edu)

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### ► Human Resources Management Certificate Program

The Human Resources Management Certificate Program enables college graduates with a bachelor's degree in any major to enhance their careers by developing their competencies as managers. It is a six-course program that may be taken during the day and/or evening.

#### **Required Courses**

- Human Relations in Organizations
- Human Resources Management
- Introduction to Marketing

#### **Elective Courses** (Three of the following)

- Advanced Topics or Organizational Recruitment and Selection
- Collective Bargaining
- Litigation and Alternate Dispute Resolution
- Management of Change and Innovation in Organizations
- Managing Employee Benefits
- Managing Workplace Diversity

## HOWARD UNIVERSITY

School of Business  
2600 Sixth Street, NW  
Washington, DC 20059  
Telephone: (202) 806-1500  
Fax: (202) 806-5934  
URL: [www.howard.edu](http://www.howard.edu)



Point of Contact: Dr. Barron Harvey  
Dean  
E-mail: [bharvey@howard.edu](mailto:bharvey@howard.edu)

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Howard University has established a Supply Chain Management Center to support the development of the supply chain management curriculum and to manage the program.

### ► **Master of Business Administration in Supply Chain Management**

#### **Courses**

- Advanced Supply Chain Management
- E-commerce in Supply Chain Management
- Government Acquisition
- Introduction to Acquisition
- Introduction to Supply Chain Management
- Total Quality Management

## INDIANA UNIVERSITY

Kelly School of Business  
107 South Indiana Avenue  
Bloomington, IN 47405-7000  
Telephone: (812) 855-2614  
URL: [www.indiana.edu](http://www.indiana.edu)

Point of Contact: Dr. M. A. Venkataramanan  
Chair, Operations and Decision Technologies  
Telephone: (812) 855-3491  
E-mail: [venkatar@indiana.edu](mailto:venkatar@indiana.edu)

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### ► **Operations Management Program**

In the Operations Management program, students focus on ways to address the strategic and tactical problems faced by practicing managers overseeing bringing goods and services to the marketplace. Students in the operations management field conduct research in a broad range of areas such as material scheduling and inventory control, group technology, new product development, service system labor scheduling, logistics system configuration, manufacturing strategy, automated manufacturing and material handling, and project management.

The Undergraduate, Master of Business Administration (MBA) Program, and Doctoral Programs at Indiana University all offer a concentration in Operations Management. For school locations that offer this program, see [www.kelley.iu.edu](http://www.kelley.iu.edu).

#### **IVY TECH STATE COLLEGE**

One West 26th Street  
Indianapolis, IN 46208  
Toll Free: 1-888-IVY-LINE  
Telephone: (317) 921-4800  
URL: [www.ivytech.edu](http://www.ivytech.edu)

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#### ► **Associate of Applied Science in Business Administration**

This two-year program requires 60-66 credits and leads to an Associate of Applied Science degree, which can be pursued as a Bachelor of Science in Business Administration or other business baccalaureate programs at Indiana State University or Ball State University. See [www.ivytech.edu/continuing-ed/regional-offices](http://www.ivytech.edu/continuing-ed/regional-offices) for available locations.

#### **Required Courses**

- Fundamentals of Public Speaking
- Economics Elective
- English Composition
- Functional Mathematics
- Or
- Intermediate Algebra
- Humanities/Social Sciences elective
- Life/Physical Sciences elective

#### **Technical Courses**

- Accounting Principles
- Business Law
- Introduction to Business
- Introduction to Microcomputers
- Principles of Management
- Principles of Marketing

#### **Logistics Management Specialty**

- Introduction to Materials Management
- Logistics/Purchasing Control
- Physical Distribution
- Transportation Systems
- Locally determined courses

#### **MARYMOUNT UNIVERSITY**

School of Business Administration  
2807 North Glebe Road  
Arlington, VA 22207-4299  
URL: [www.marymount.edu](http://www.marymount.edu)

Point of Contact: Dr. Arthur Meiners, Jr.  
Professor of Management  
Telephone: (703) 284-5921  
Fax: (703) 527-3830  
E-mail: [art.meiners@marymount.edu](mailto:art.meiners@marymount.edu)

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Marymount University offers three procurement-related courses under its Master of Business Administration (MBA) program:

- Marketing to the Federal Government
- Procurement and Contracting
- Project Management

### MIAMI UNIVERSITY

Richard T. Farmer School of Business  
Department of Management  
Oxford, OH 45056  
Telephone: (513) 529-4215  
Fax: (513) 529-2342  
URL: [www.miami.muohio.edu](http://www.miami.muohio.edu) or  
[www.sba.muohio.edu/sba\\_web/Academic\\_Depts/management/major.asp](http://www.sba.muohio.edu/sba_web/Academic_Depts/management/major.asp)

Point of Contact: Dr. William B. Snavely  
Department Chair  
E-mail: [snavelwb@muohio.edu](mailto:snavelwb@muohio.edu)

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#### ► **Purchasing/Procurement Management Major**

This major provides a course of study in materials acquisition. Courses emphasize physical distribution, purchasing and materials management, cost accounting, and operations management. The major leads to employment opportunities such as materials manager, purchasing agent, and supplier relations manager.

#### **Program Requirements**

- Advanced Topics in Purchasing and Materials Management
- Logistics Management
- Managerial Cost Accounting
- Operations Planning and Scheduling
- Purchasing and Materials Management
- Statistical Quality Control
- At least nine semester hours of professional electives, including at least one course from a business department other than management.

#### ► **Management Minors**

Management minors allow students with non-business majors to gain knowledge of management theory and its application. Coursework includes operations management, planning, and scheduling topics.

## **MICHIGAN STATE UNIVERSITY**

Eli Broad College of Business  
Department of Marketing and Supply Chain Management  
N344 Business College Complex  
East Lansing, MI 48824-1122  
Telephone: (517) 355-8377  
E-mail: [webhelp@bus.msu.edu](mailto:webhelp@bus.msu.edu)  
URLs: [www.bus.msu.edu](http://www.bus.msu.edu)  
[www.msulogistics.org](http://www.msulogistics.org)  
[www.bus.msu.edu/execed](http://www.bus.msu.edu/execed)

Point of Contact: John G. Fitch  
Director, Corporate and Student Relations Office  
Telephone: (517) 355-2189  
Fax: (517) 432-8048  
E-mail: [fitchj@msu.edu](mailto:fitchj@msu.edu)

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The Eli Broad College of Business has a Supply Chain Management Program with concentrations in both undergraduate and graduate programs.

### ► **Bachelor of Business Administration in Supply Chain Management**

- Introduction to Supply Chain Management
- Logistics and Transportation Management
- Manufacturing Planning and Control
- Procurement and Supply Management
- Supply Chain Application and Policy
- Supply Chain Management

### ► **Master in Business Administration in Supply Chain Management**

The Supply Chain Management program at the Master of Business Administration (MBA) level supplements the College of Business requirements for an MBA with a major in Supply Chain Management.

- Integrated Logistics
- Manufacturing Strategy
- Procurement/Sourcing Strategy
- Supply Chain Management Technology and Applications

### ► **Master of Science in Logistics**

- Applied Data Analysis
- Communication in Logistics
- Distribution Fulfillment
- Global Logistics
- Logistics Field Study
- Logistics Information Technology
- Logistics Operations Methods and Systems
- Logistics Systems Analysis
- Manufacturing Planning and Control
- Procurement and Manufacturing Management

- Supply Chain Logistics: Strategy and Applications
- Total Quality Management

The School of Business also offers Executive Seminars in Logistics such as the following:

- Executive Seminar
- Logistics in Supply Chain Management Executive Seminar
- Operations and Supply Chain Management Executive Seminar
- The 49<sup>th</sup> Annual Purchasing and Supply Chain Management Seminar

## **MIDDLESEX COMMUNITY COLLEGE**

Division of Continuing Education

Lowell Campus

33 Kearney Square

Lowell, MA 01852-1987

Telephone: (978) 656-3200

URL: [www.middlesex.cc.ma.us](http://www.middlesex.cc.ma.us)

Bedford Campus

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### ► **Certificate of Completion in Contract Management**

This is a program intensively focused on the administrative and technical background skills involved in contract management, developed in cooperation with the Boston chapter of the National Contract Management Association (NCMA).

#### **Required Courses**

- Contract Administration
- Federal Acquisition Regulations
- Government Contract Law
- Principles of Contract Pricing

#### **Electives** (Select two of following courses)

- Advanced Contract Administration
- Contract Negotiations
- Contract Policy
- Introduction to Contracting and the Federal Acquisition Process
- Management of Defense Acquisition Contracts
- Proposal Preparation and Source Selection

## **MONMOUTH UNIVERSITY**

Cedar Avenue

West Long Branch, NJ 07764-1898

Telephone: (732) 571-3400

Fax: (732) 263-5105

URL: [www.monmouth.edu](http://www.monmouth.edu)

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Monmouth University offers the following procurement-related courses:

### Courses

- **Management of Software Technology:** This course prepares students to become chief information officers or specialists in the acquisition and implementation of software systems for businesses. Topics include assessing the impact that software can have on organizations, the development of requirements for system acquisition, the assessment of software technologies with regard to organizational needs, and the implementation of controlled introduction of technology into an organization. This course is part of the Master of Science in Software Engineering program.
- **Project Management and Acquisition in the Department of Defense:** In the constantly changing military project management business, the Department of Defense (DoD) requires a common framework for requirements definition, funding, and acquisition approvals of major programs. This framework allows all those involved, including developers, contractors, military and media, to understand and work within a clearly defined system. By virtue of the billions of dollars spent by the military on an annual basis, these standards are critical to an efficient and effective military acquisition process. This course is offered through the Center for Continuing Education and Contract Research.
- **Software Project Management:** This course is for anyone involved in the development, management, or procurement of software-intensive programs. It provides an introduction to software project management through a series of lectures and case studies that relate it to the overall software development process. This course is offered through the Center for Continuing Education and Contract Research.

### MONTGOMERY COLLEGE

Workforce Development and Continuing Education

51 Mannakee Street

Rockville, MD 20850-1195

Telephone: (301) 279-5000

TTY: (301) 294-9672

URL: [www.montgomerycollege.edu](http://www.montgomerycollege.edu)

Point of Contact: Dr. Patrick F. Valentine

Dean, Professional and Workforce Development

Telephone: (240) 683-1867

Fax: (240) 683-1893

E-mail: [pvalenti@mc.cc.md.us](mailto:pvalenti@mc.cc.md.us)

URL: [www.montgomerycollege.edu/Departments/cedeptrv](http://www.montgomerycollege.edu/Departments/cedeptrv)

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Montgomery College offers the following acquisition-related course:

- **Accounting for Government Contracts:** The course, application of specialized accounting principles as they relate to government contracts, emphasizes the accounting rules created by the Federal Acquisition Regulations (FAR) and the Acquisition Regulations of the principal government agencies.

## MORGAN STATE UNIVERSITY

1700 East Cold Spring Lane  
Baltimore, MD 21251  
Telephone: (443) 885-3333  
E-mail: [info@morgan.edu](mailto:info@morgan.edu)  
URL: [www.morgan.edu](http://www.morgan.edu)



Point of Contact: Dr. Earl Richardson  
President  
Telephone: (443) 885-3333  
Fax: (410) 319-3107  
E-mail: [earlsr@morgan.edu](mailto:earlsr@morgan.edu)

Dr. Franklyn Manu  
Professor, Business Administration  
Telephone: (443) 885-3357  
Fax: (410) 319-3358  
E-mail: [fmanu@moac.morgan.edu](mailto:fmanu@moac.morgan.edu)

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Morgan State University offers a Bachelor of Science degree in Management, which offers logistics-related courses.

### Courses

- Production and Operations Management
- Management of Operations

The Business Administration program also includes coursework on operations management as well as administrative theory.

## NAVAL POSTGRADUATE SCHOOL

Department of Systems Management  
1 University Circle  
Monterey, CA 93943  
Telephone: (831) 656-2441  
DSN: 756-2441  
URL: [www.nps.navy.mil](http://www.nps.navy.mil)



Point of Contact: Carl S. Staggs, CDR, USN  
Program Officer, Acquisition and Contract Management  
Telephone: (831) 656-1101  
DSN: 756-1101  
Fax: (831) 656-1098  
E-mail: [csstaggs@nps.navy.mil](mailto:csstaggs@nps.navy.mil)  
URL: [www.nps.navy.mil/ofcinst/code815.htm](http://www.nps.navy.mil/ofcinst/code815.htm)

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The Naval Postgraduate School (NPS) is located in Monterey, California, and provides graduate education to meet Navy, Air Force, and Coast Guard needs in operational, technical, and managerial areas. The Department of Systems Management is the "Business School" at NPS.

► **Acquisition and Contract Management Curriculum**

**Quarter 1**

- Contract Management Seminar
- Economics for Defense Managers
- Financial Accounting
- Introduction to Information Technology
- Managerial Communication Skills
- Mathematics for Management

**Quarter 2**

- Contract Mgmt Seminar
- Management Accounting
- Microeconomic Theory
- Principles of Acquisition and Contracting
- Statistical Analysis for Management

**Quarter 3**

- Contract Law
- Contract Mgmt Seminar
- Contract Pricing and Negotiation
- Organization and Management
- Strategy and Policy

**Quarter 4**

- Acquisition Management and Contract Administration
- Contract Management Seminar
- Management of Information Technology
- Policy Analysis
- Public Policy and Budgeting

**Quarter 5**

- Contract Mgmt Seminar
- Contracting for Major Systems
- Operations Research for Management
- Thesis

**Quarter 6**

- Acquisition and Contracting Policy
- Contract Mgmt Seminar
- Strategic Management
- Thesis
- Curriculum Option
  - Corporate Financial Management
  - Cost Accounting
  - Defense Technology Policy
  - Financial Management for Acquisition Managers

- Internal Control and Auditing
- Logistics Engineering
- Principles of Acquisition Production and Quality Management
- Seminar in Acquisition and Contract Management
- Strategic Planning and Policy for Logistics Managers

### NORFOLK STATE UNIVERSITY

School of Business and Entrepreneurship  
 Manufacturing and Services Management  
 700 Park Avenue  
 Norfolk, VA 23504  
 Telephone: (757) 823-8600  
 URL: [www.nsu.edu](http://www.nsu.edu)



Point of Contact: Mohamed A. Youssef  
 Department Head  
 Telephone: (757) 823-8870  
 Fax: (757) 823-2506

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► **Bachelor of Science in General Business with a Concentration in Manufacturing and Service Management (MSM)**

#### Courses

- Decision Sciences Elective
- Introduction to Manufacturing Process
- Logistics Management
- Manufacturing entrepreneurship
- Manufacturing Planning and Control
- Operations Management
- Strategic Management

### NORTHERN VIRGINIA COMMUNITY COLLEGE

Alexandria Campus  
 3001 North Beauregard Street  
 Alexandria, VA 22311-5097



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► **Acquisition and Procurement Associate Degree in Applied Science**

This curriculum is designed for persons who plan to seek employment in acquisition and procurement positions and for those presently in acquisition and procurement positions who seek career advancement. The occupational objectives include project manager, procurement analyst, contract administrator, contract specialist, contract negotiator, contract price analyst, and contract termination specialist.

The first two semesters of the curriculum are similar to other curricula in business. However, in the second year students will pursue an individual specialty in acquisition and procurement. The curriculum includes technical courses in acquisition and procurement, courses in related areas, and courses in general education. Instruction will

include both the theoretical concepts and the practical applications needed for future success in the acquisition and procurement field.

### Year 1

- Applied Business Math
- College Composition I and II
- Introduction to Acquisition and Procurement Fundamentals I and II
- Introduction to Mathematics
- Introduction to Microcomputer Software
- Introduction to Speech Communication
- Lifetime Fitness and Wellness
- Survey of Economics
- Electives

### Year 2

- Advanced Acquisition and Procurement Management I and II
- Contract Administration
- Contract Law
- Cooperative Education in Acquisition and Procurement *or* acquisition elective
- Cost and Price Analysis
- Introduction to Business Statistics
- Negotiations of Contracts and Contract Modification
- Physical Education option
- Principles of Accounting I and II
- Principles of Management

## **NORTHWESTERN UNIVERSITY**

Kellogg Graduate School of Management  
2001 Sheridan Road, Room 527  
Evanston, IL 60208-2001

Telephone: (847) 467-7000

Fax: (847) 467-3072

URL: [www.northwestern.edu](http://www.northwestern.edu)

[www.northwestern.edu/graduate/academic/kellogg.html](http://www.northwestern.edu/graduate/academic/kellogg.html)

Point of Contact: Steven Fischer  
Assistant Director, Management and Manufacturing Program  
Telephone: (847) 467-1061  
E-mail: [mmm@northwestern.edu](mailto:mmm@northwestern.edu)  
URL: [www.mmm.nwu.edu](http://www.mmm.nwu.edu)

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### ► **Master of Management and Manufacturing (MMM) Program**

This is a full-time, two-year joint program designed for senior and mid-level managers and consultants responsible for domestic and international supply chain and logistics systems.

- ▶ **Executive Education Programs** (Non-degree, sponsored by the MMM program)
  - Global Supply Chain Management
  - Factory Physics and the Science of Lean Manufacturing
  - Managing New Product Development

### OAKWOOD COLLEGE

Department of Business and Information Systems  
 7000 Adventist Boulevard  
 Huntsville, AL 35896  
 Telephone: (256) 726-7000  
 URL: [www.oakwood.edu](http://www.oakwood.edu)



Point of Contact: Dr. Habtalem Kenea  
 Department Head, Business and Information Systems  
 Telephone: (256) 726-7070  
 Fax: (256) 726-7085  
 E-mail: [bis@oakwood.edu](mailto:bis@oakwood.edu)

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Oakwood College offers the following course as part of its Bachelor of Business Administration degree with emphases on Management and Marketing.

- **Production/Operations Management**  
 Creative management of the production and operation function of the organization can lead to competitive advantage. This course examines what production and operations managers do, as well as investigates the latest tools and concepts they use to support key decisions.

### PARK UNIVERSITY

Extended Learning Program  
 Main Campus  
 8700 NW River Park Drive  
 Parkville, MO 64152  
 URL: [www.park.edu](http://www.park.edu)

Point of Contact: Susan Smith  
 Director of Development, University Advancement  
 Telephone: (816) 584-6816  
 Fax: (816) 741-4911  
 E-mail: [ssmith@mail.park.edu](mailto:ssmith@mail.park.edu)

Bev Guaper  
 Internet Degree Completion Program  
 Telephone: (816) 584-6777  
 E-mail: [bevg@mail.park.edu](mailto:bevg@mail.park.edu) or [gauper@msn.com](mailto:gauper@msn.com)

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Park University offers Associate and Bachelor of Science degrees in Management/Logistics. See [www.park.edu](http://www.park.edu) for specific campus locations and degree offerings.

► **Bachelor of Science in Management/Logistics**

This program is designed to meet the educational and professional needs of students who wish to pursue careers in operations and/or industrial management with emphasis on logistics processes, systems, and functions. The program focuses on the study of theories, concepts, practices, and techniques in both general management and the management of logistics systems. The 69 major credits are distributed as follows:

- Basic Concepts of Statistics
- Business Law I
- Business Policy
- Contract Management and Law
- Cost Accounting
- Financial Management
- Introduction to Computers
- Introduction to Management
- Logistic Management
- Logistics Engineering
- Organizational Behavior
- Principles of Accounting I and II
- Principles of Economics I and II
- Principles of Marketing
- Production and Operations Management
- Public Speaking
- Purchasing and Vendor Management
- Quality Control
- Systems Engineering and Analysis
- Technical Writing
- Transportation and Distribution Systems

**PENN STATE UNIVERSITY**

Great Valley School of Graduate Professional Studies  
30 East Swedesford Road  
Malvern, PA 19355-1443  
Telephone: (610) 648-3200  
URL: [www.gv.psu.edu](http://www.gv.psu.edu)

Point of Contact: Ellen Foster-Curtis, DBA  
Academic Division Head, Management  
Telephone: (610) 648-3229  
Fax: (610) 648-3310  
E-mail: [efc5@psu.edu](mailto:efc5@psu.edu)

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► **Master of Business Administration**

**Core Courses (Business and New Ventures)**

- Behavioral Science in Business
- Financial Accounting Theory and Reporting Problems
- Financial Management
- Marketing Management

- Operations Management
- Prices and Markets

### **Skills Courses**

- Communication Skills for Management
- Statistical Analysis for Managerial Decision Making

### **Advanced Courses (Business and Managing Technology and Innovation)**

- Managerial Accounting
- Business Environment
- Strategic Management
- Management Information Systems

### **PEPPERDINE UNIVERSITY**

The Graziadio School  
 24255 Pacific Coast Highway  
 Malibu, CA 90263-4858  
 Telephone: (310) 506-4000  
 Fax: (310) 456-4876  
 URL: [www.pepperdine.edu](http://www.pepperdine.edu)

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#### ► **Bachelor of Science in Management**

The Bachelor of Science in Management curriculum includes the Production and Operations Management course.

#### ► **Full-Time Master of Business Administration Program**

Included in the Core Curriculum for the Master of Business Administration Program is a course on Technology and Operations Management. Under the electives menu, students can take courses such as Marketing Research, Legal and Regulatory Issues in International Management, and Negotiation and Resolution of Business Disputes.

### **PROCUREMENT TECHNICAL ASSISTANCE PROGRAM**

Mason Enterprise Center  
 4031 University Drive, Suite 200  
 Fairfax, VA 22030  
 Telephone: (703) 277-7757  
 Fax: (703) 352-8195  
 E-mail: [ptap@gmu.edu](mailto:ptap@gmu.edu)  
 URL: [www.gmu.edu/gmu/PTAP](http://www.gmu.edu/gmu/PTAP)  
[www.gmu.edu/gmu/PTAP/seminars.html](http://www.gmu.edu/gmu/PTAP/seminars.html)

Point of Contact: James Regan  
 Director, Procurement Technical Assistance Program  
 Telephone: (703) 277-7750  
 Fax: (703) 352-8195

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The Procurement Technical Assistance Program (PTAP) is a non-profit organization funded by the Defense Logistics Agency and George Mason University. PTAP offers educational seminars on a quarterly basis on a variety of procurement topics, including the following:

- Acquisition Reform Act: Past, Present, and Future
- Government Proposal, Pricing and Accounting
- Introduction to Contracting with the Federal Government
- Introduction to the General Services Administration
- Small Businesses and the Government Contracting Process

## **PURDUE UNIVERSITY**

Krannert School of Management  
 1310 Krannert Building, Room 160  
 West Lafayette, IN 47907-1310  
 Telephone: (765) 494-9700  
 Fax: (765) 494-4360  
 URL: [www.mgmt.purdue.edu](http://www.mgmt.purdue.edu)

Points of Contact: Undergraduate Programs  
 Mike Sanders  
 Director  
 Telephone: (765) 494-4343  
 E-mail: [mdsanders@mgmt.purdue.edu](mailto:mdsanders@mgmt.purdue.edu)  
 Fax: (765) 494-1479  
 URL: [www.mgmt.purdue.edu/programs/bachelors](http://www.mgmt.purdue.edu/programs/bachelors)

Krannert School of Management Master's Program  
 Joy G. Dietz  
 Manager of Advising and Student Services  
 Telephone: (765) 496-3384  
 E-mail: [jdietz@mgmt.purdue.edu](mailto:jdietz@mgmt.purdue.edu)  
 URL: [www.mgmt.purdue.edu/masters](http://www.mgmt.purdue.edu/masters)

Executive Masters Programs  
 Erika Steuterman  
 Director  
 Telephone: (765) 494-4501  
 E-mail: [steuterman@mgmt.purdue.edu](mailto:steuterman@mgmt.purdue.edu)  
 URL: [www2.mgmt.purdue.edu](http://www2.mgmt.purdue.edu)

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Purdue University offers a number of logistics/management courses and degree programs through the Krannert School of Management.

### **Undergraduate Logistics/Management Courses**

- Industrial Organization
- Legal Foundation of Business I
- Marketing Planning and Research
- Operations Management
- Advanced Manufacturing Planning and Control Systems
- International Operations Management

► **Master of Business Administration**

The Master of Business Administration is a two-year program that consists of core courses in all the functional areas of management. Students have the option of specializing in a particular area of study, for example, operations management or manufacturing management. The following are some of the courses included in this program.

**Courses**

- Cost Accounting
- E-commerce and Supply Chain Management
- Enterprise Integration (MIS)
- Financial Management
- International Operations Management
- Logistics
- Management Development Series
- Management of Operating Systems
- Management of Service Operations
- Manufacturing Strategy
- Manufacturing Planning and Control
- Marketing Management
- Operations Management
- Project Management
- Strategic Management

► **Master of Science in Industrial Administration**

The Master of Science in Industrial Administration program is a rigorous 11-month program consisting of the same core and electives as the MSM program. The shorter timeframe better lends itself to individuals who are seeking a general management orientation and a short period of absence from the workforce.

► **Executive Master of Business Administration**

The Executive Master of Business Administration degree covers a range of accounting, commerce, financial, legal, and strategic planning courses, including a one on Operations Management.

**RIVIER COLLEGE**

420 South Main Street  
Nashua, NH 03060-5086  
Toll Free: 1-800-44-RIVIER  
Telephone: (603) 888-1311, Ext. 8237  
URL: [www.rivier.edu](http://www.rivier.edu)

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Rivier College's Undergraduate and Graduate Business programs offer courses in contracts and operations, including the following:

**Undergraduate Courses**

- Contracts and Business
- Operations Management
- Negotiation Skills
- Strategic Management

### **Graduate Courses**

- Negotiation Skills
- Marketing Research

### **ROCHESTER INSTITUTE OF TECHNOLOGY**

One Lomb Memorial Drive  
Rochester, NY 14623-5603  
Telephone: (585) 475-2411  
URL: [www.rit.edu](http://www.rit.edu)

Points of Contact: Kate Gleason College of Engineering  
Karen Ester  
Academic Coordinator  
Telephone: (585) 475-7135  
E-mail: [kmeeee@rit.edu](mailto:kmeeee@rit.edu)  
URL: [www.rit.edu/~630www/dean.htm](http://www.rit.edu/~630www/dean.htm)

College of Business  
Telephone: (585) 475-7919  
URL: [www.cob.rit.edu](http://www.cob.rit.edu)

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#### ► **Master of Science in Manufacturing Management and Leadership**

The Master of Science in Manufacturing Management and Leadership was developed jointly by the College of Business and the College of Engineering. The goal of the program is to educate graduates to lead successful manufacturing teams and organizations in a global economy. The program has a strong emphasis on cross functionality. Unifying themes that integrate the courses are leadership and teaming, total quality, manufacturing engineering, total cost, and manufacturing strategy.

The following are procurement-related courses in this program:

#### **Courses**

- Cost Accounting for Manufacturing
- Management of Quality Control Systems
- Managing Manufacturing Resources
- Product/Process Design and Development
- Production Control
- Project Management

#### ► **Master of Business Administration**

The Master of Business Administration program provides students with a rigorous, interdisciplinary education that prepares them for employment in a global business arena. The

#### **Core Courses**

- Competitive Strategy
- Economics for Managers
- Financial Accounting Systems
- Financial Analysis for Managers

- Marketing Concepts
- Operations Management and Process Improvement
- Organizational Behavior and Leadership
- Statistical Analysis for Decision Making

### **Concentration in Manufacturing Management**

- Manufacturing Strategy
- Project Management
- Quality Control and Improvement
- One of the following:
  - Cost Accounting in the Manufacturing Environment
  - International Management
  - Introduction to Technology Management
  - Leading a Change in a Quality Organization
  - Quality Engineering
  - Quality Management
  - Seminar in Computer-Integrated Manufacturing
  - Statistical Acceptance Control
  - Statistical Process Control

## **ROCKHURST UNIVERSITY**

School of Management

1100 Rockhurst Road

Kansas City, MO 64110

Toll Free: 1-800-842-6776

Telephone: (816) 501-4090

URL: [www.rockhurst.edu](http://www.rockhurst.edu)

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### ► **Bachelor of Science in Business Administration**

#### **Core Courses**

- Business Strategy
- Essentials of Finance
- Integrated Environment of Business I
- Integrated Environment of Business II
- Managerial Economics
- Organizational Behavior
- Principles of Marketing
- Production/Operations Management

Areas of concentration include Management and Marketing.

### ► **Master of Business Administration**

One of the objectives of the Master of Business Administration program is to further develop students' understanding of the functional areas of business and to develop a general manager's perspective of their interrelationships. Functional areas include Accounting, Economics, Finance, Production/Operations Management, and Marketing.

## **RUST COLLEGE**

Division of Business  
150 Rust Avenue  
Holly Springs, MS 38635  
Telephone: (662) 252-8000  
Fax: (662) 252-6107  
URL: [www.rustcollege.edu](http://www.rustcollege.edu)



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Rust College offers a course in Production/Operations Management as part of its Bachelor of Science in Business Administration.

## **SAINT EDWARD'S UNIVERSITY**

School of Business  
3001 South Congress Avenue  
Austin, TX 78704-6489  
Telephone: (512) 448-8400  
URL: [www.stedwards.edu](http://www.stedwards.edu)



Point of Contact: Frank Krafska, Jr.  
Dean, School of Business Administration  
Telephone: (512) 428-8435  
E-mail: [frankk@admin.stedwards.edu](mailto:frankk@admin.stedwards.edu)

Marsha Kelliher  
Dean, Graduate School of Management  
Telephone: (512) 448-8593  
E-mail: [marshak@admin.stedwards.edu](mailto:marshak@admin.stedwards.edu)

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### ► **Bachelor of Business Administration with a Major in Business and Management**

Under this program, with counsel from the student's School of Business faculty advisor, the student can pick 15 hours of upper level business electives to construct a concentration in the following career areas:

- Human Resources Management
- Operations Management

The Bachelor of Business Administration degree is also available with majors in the following areas:

- Accounting
- Accounting Information Technology
- Economics
- Entrepreneurship
- Finance
- International Business
- Management
- Marketing

► **Master of Business Administration Certificate Program in Acquisition and Contract Management**

This degree incorporates the knowledge required to sit for the National Contract Management Association (NCMA) examination. The courses cover developing negotiation skills, an advanced understanding of managing in the international environment, the requirements and issues that are unique to public contracting and/or the management of intellectual property, and the flow of materials into an organization.

**Requirements**

- Students must complete 15 hours of foundation coursework or provide transcript evidence that coursework has been completed.
- Managing the Organization course

**SAINT JOSEPH'S UNIVERSITY**

The Erivan K. Haub School of Business  
Department of Management and Information Systems  
5600 City Avenue  
Philadelphia, PA 19131  
Telephone: (610) 660-1000  
URL: [www.sju.edu](http://www.sju.edu)

Point of Contact: William J. McDevitt  
Chair, Department of Management and Information Systems  
Telephone: (610) 660-1634

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► **Master of Business Administration Curriculum**

**Foundation Core Courses**

- Accounting Concepts
- Business Statistics
- Economic Analysis
- Introduction to Information Systems
- Management Theory
- Managerial Communications
- Managerial Mathematics
- Marketing Concepts

**Advanced Core Courses**

- Business Decision-Making Methods
- Information Systems for Managers
- Managerial Accounting
- Managerial Finance
- Marketing Management
- Organizational Behavior
- Social Responsibility in Business

**Specialized Area Courses**

Three electives in your area of specialization

### **Integrative Courses**

- Business Policy
- Strategic Management in Health Care Organizations

### **► Post-MBA Certificate in Management**

Students who have received a Master in Business Administration (MBA) can earn a Post-MBA Certificate in an additional specialized area by successfully completing four courses in the specialty:

- Business Law for Management
- Entrepreneurship and Small Business MGT 5065 Topics in Management
- Human Resource Management
- International Management
- Management Study Tour
- Production Operation/Management
- Research in Management

### **SAINT MARY'S COLLEGE OF CALIFORNIA**

Graduate Business Programs

1928 Saint Mary's Road

Moraga, CA 94575

Telephone: (925) 631-4000

Fax: (925) 376-6521

URL: [www.stmarys-ca.edu](http://www.stmarys-ca.edu)

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### **► Executive Master of Business Administration Program**

The Saint Mary's College Executive Master of Business Administration (MBA) program is designed for mid-career candidates who have already achieved positions of responsibility within their organization. Executive MBA students experience a cooperative environment with emphasis on study groups, classmates with diverse industry backgrounds, and faculty who effectively meld conceptual and applied knowledge.

#### **Coursework**

- Closing Residency
- Economic Analysis
- Elective Course
- Elective Course
- Human Behavior in Organizations
- Legal Aspects of Management
- Management Communications
- Managerial Accounting
- Managerial Finance
- Managing Global Competition
- Marketing
- Opening Residency
- Operations Management
- Quantitative Analysis
- Strategic Management Capstone

- **Off Campus Executive Master in Business Administration Program—San Ramon**  
The curriculum of the San Ramon program is a modified version of the existing EMBA curriculum. Courses have been added to compensate for the shorter class times.

**Coursework**

- Business and Public Policy
- Capstone-Strategic Management
- Economic Analysis
- Human Behavior in Organizations
- Legal Aspects of Management
- Management Communications
- Managerial Accounting
- Managerial Finance
- Managing Global Competition
- Marketing
- Operations Management
- Quantitative Analysis
- Electives

**SAINT PHILIP'S COLLEGE**

1801 Martin Luther King, Jr. Drive  
San Antonio, TX 78203

URL: [www.accd.edu/spc/spcmain/spc.htm](http://www.accd.edu/spc/spcmain/spc.htm)



Point of Contact: Dr. Angie Stokes Runnels  
President  
Telephone: (210) 531-3591  
Fax: (210) 531-3590

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Saint Philip's College has a Business Management Program that offers a course in Business Law and Contracts.

**SAN DIEGO STATE UNIVERSITY**

College of Extended Studies

5250 Campanile Drive

San Diego, CA 92182-1925

Telephone: (619) 594-5821

Fax: (619) 594-8566

E-mail: [extended.std@sdsu.edu](mailto:extended.std@sdsu.edu)

URL: [www.ces.sdsu.edu](http://www.ces.sdsu.edu)

Point of Contact: Wendy Evers  
Director of Certificate Programs  
Telephone: (619) 594-7078  
Fax: (619) 594-6633  
E-mail: [wevers@mail.sdsu.edu](mailto:wevers@mail.sdsu.edu)

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San Diego State University's (SDSU) College of Extended Studies offers a wide variety of lifelong learning classes, seminars and certificate programs, many of them online.

▶ **Certificate in Government Contract Management**

See [www.ces.sdsu.edu/contract.html](http://www.ces.sdsu.edu/contract.html).

▶ **Construction Supervisory Series (Online)**

See [www.ces.sdsu.edu/cpsupervisor.html](http://www.ces.sdsu.edu/cpsupervisor.html).

▶ **E-Business Essentials**

See [www.ces.sdsu.edu/ecommerce.html](http://www.ces.sdsu.edu/ecommerce.html).

▶ **Project Management**

See [www.ces.sdsu.edu/projectmgmt.html](http://www.ces.sdsu.edu/projectmgmt.html).

**SANTIAGO CANYON COLLEGE**

8045 East Chapman Avenue

Orange, CA 92869

Telephone: (714) 564-4000

URL: [www.rscsd.org](http://www.rscsd.org)

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▶ **Associate Degree and Certificate in Management**

The associate degree and certificate curriculum in management is designed to prepare students for various management positions in business, government, and public organizations, aid existing managers in upgrading their skills, and to assist employees for promotion to management/supervision positions.

The core of the degree program provides the students with managerial skills and theory including communicating, decision making, organizing, motivating, and human relations. The student will then specialize in one of the following option areas: general management, marketing, small business, international business management, supervision, contract management or postal services. The certificate program provides practical skills for the student within specific areas of management.

**Core Requirements for All Options**

- Business Communications
- Or
- International Business Writing and Communications
- Human Relations and Organizational Behavior
- Principles of Management

▶ **Government Contracts Option Certificate**

- Contract Administration
- Defense Contract Negotiation Workshop
- Government Contract Law
- Principles of Contract Pricing
- Select six units from the following:
  - Introduction to Supervision
  - Management of Defense Acquisition Contracts
  - Production Management

## SIENA COLLEGE

515 Loudon Road  
Loudonville, NY 12211-1462  
Telephone: (518) 783-2300  
URL: [www.siena.edu](http://www.siena.edu)

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### ► Bachelor Degree in Marketing and Management

The Marketing and Management Bachelor degree and Continuing Education degree program offer several courses related to purchasing and logistics.

#### Requirements for the Major

- Business and Organizational Communication
- Business Policy and Strategy
- Marketing
- Marketing and Management Research Methods
- Organization and Management
- Organizational Behavior
- Or
- Marketing Management

#### Electives

- Business to Business Marketing and Purchasing
- Distribution Management
- Government and Business

## SINCLAIR COMMUNITY COLLEGE

Business Technologies Division  
444 West Third Street  
Dayton, OH 45402-1460  
Toll Free: 1-800-315-3000  
Telephone: (937) 512-3054  
URL: [www.sinclair.edu](http://www.sinclair.edu)



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### ► Associate Degree in Procurement and Materials Management

#### Course Topics

- Advanced Purchasing
- Business Communications
- Business Law
- College Algebra
- Effective Speaking
- English Composition
- Human Relations and Organizational Behavior
- Inventory and Production Control
- Management Capstone
- Management Science
- Managing Operations
- Marketing
- Mathematics for Business Analysis or

- Negotiation Techniques
- Personal Computer Applications
- Principles of Accounting
- Principles of Economics
- Principles of Management
- Purchasing Internship or Business Electives
- Purchasing Principles
- Purchasing Problems
- Statistics
- Supplier Relationships
- Transportation Logistics
- General Education, Humanities, and Industrial Engineering Electives

► **Procurement and Materials Management Certificate Programs**

These cover purchasing agents' and /buyers' basic skills, including control of inventory, production of goods, and business laws.

**STRAYER UNIVERSITY**

Arlington Campus  
 3045 Columbia Pike  
 Arlington, VA 22204  
 Toll Free: 1-888-378-7293  
 Telephone: (703) 892-5100  
 URL: [www.strayer.edu](http://www.strayer.edu)

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Strayer University offers several undergraduate courses related to acquisition, including the following:

- Federal Acquisition System and Procurement
- Production and Operations Management

**STATE UNIVERSITY OF NEW YORK AT BUFFALO**

Millard Fillmore College  
 3435 Main Street, 128 Parker Hall  
 Buffalo, NY 14214-3007  
 Phone: (716) 829-3131  
 Fax: (716) 829-2475  
 Email: [mfcadmin@buffalo.edu](mailto:mfcadmin@buffalo.edu)  
 URL: [www.mfc.buffalo.edu](http://www.mfc.buffalo.edu)



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► **Contract Management Certificate Program**

government agencies need broadly skilled professionals to assure that taxpayers receive the best products at the lowest cost. Private industries also need individuals who are well versed in the complexities of governmental regulations so that local industry may obtain its share of public sector contracts. This program was designed in cooperation with the National Contract Management Association (NCMA) and fulfills all course requirements for the Certified Professional Contract Manager (CPCM) or Certified Associate Contract Manager (CACM) exams.

A Certificate of Completion may be awarded to individuals who have successfully completed eight courses in contact management-related areas.

► **Materials Management Program**

Materials management is a comprehensive approach, developed in this country and Japan, to reducing production and service delivery costs. Materials management is a system of methodologies for controlling the flow and cost of materials by coordinating and integrating the functions of purchasing, transportation, production, inventory control, and product research.

**Level One**

- Requires successful completion of at least five courses, including two in purchasing, one in transportation, and one in materials management or logistics and distribution management, plus an elective.

**Level Two**

- Provides much more breadth and in-depth coverage at levels expected for professional certification (certified purchasing manager or general certification in procurement and materials management).

**SOUTHEASTERN UNIVERSITY**

501 I Street, SW  
Washington, DC 20024-2788  
Telephone: (202) 488-8162  
Fax: (202) 488-8093  
E-mail: [admissions@admin.seu.edu](mailto:admissions@admin.seu.edu)  
URL: [www.seu.edu](http://www.seu.edu)

Point of Contact: Dr. Ephraim Okoro  
Administrative Dean, Evening and Weekend Studies  
Telephone: (202) 488-8162, Ext. 176  
Fax: (202) 488-8093

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Southeastern offers the following two courses:

- **Production Management**  
Studies the management of systems used for the production of goods and services. Production economies and design of efficient production systems, including purchasing, operating production systems, and inventory control.
- **Purchasing and Materials Management**  
Overview of purchasing and materials management, source funding and selection, pricing and negotiations, quality control, and material receipt control and disposal.

**TEMPLE UNIVERSITY**

Fox School of Business and Management  
1810 North 13<sup>th</sup> Street  
111 Speakman Hall  
Philadelphia, PA 19122-6083  
Telephone: (215) 204-7676

Fax: (215) 204-5698  
URL: [www.temple.edu](http://www.temple.edu) and [www.sbm.temple.edu](http://www.sbm.temple.edu)

Point of Contact Samuel Hodge, Jr.  
Chair, Department of Legal Studies  
Telephone: (215) 204-1629  
Fax: (215) 204-6679  
E-mail: [samhodge@sbm.temple.edu](mailto:samhodge@sbm.temple.edu)  
URL: [www.fox.temple.edu/prelaw](http://www.fox.temple.edu/prelaw)

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Temple University offers the Law of Contracts and Law for The Entrepreneur courses as part of their Legal Studies Major under the Bachelors in Business Management Program.

### TENNESSEE STATE UNIVERSITY

College of Business  
Avon Williams Campus  
Suite K, 330 Tenth Avenue North  
Nashville, TN 37203  
URL: [www.tnstate.edu](http://www.tnstate.edu)



Point of Contact Mildred Walters  
Telephone: (615) 963-7137  
Fax: (615) 963-7139

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Tennessee State University's College of Business offers coursework in Production/Operations Management.

### TEXAS A&M UNIVERSITY

Mays Business School  
Department of Information and Operations Management  
322 Wehner Building  
College Station, TX 77843-4217  
Telephone: (979) 845-1616  
Fax: (979) 845-5653  
URL: [www.tamu.edu](http://www.tamu.edu)

Point of Contact: Professor Winston Sheron  
Telephone: (409) 845-4714

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#### ► Bachelor of Business Administration (BBA) in Information and Operations Management Production/Operations Management

The Production/Operations Management (POM) track addresses the management of people and processes that produce goods and services.

#### Year 1

- American History
- Behavioral Sciences

- Business Mathematics I and II
- Composition and Rhetoric
- Natural Science
- Required Physical Activity
- Visual and Performance Arts Elective

#### **Year 2**

- American National Government
- Behavioral Science
- Business Information Systems Concepts
- Introductory Accounting
- Legal and Social Environment of Business
- Principles of Economics
- Principles of Macro Economics
- Public Speaking
- Required Physical Activity
- State and Local Government

#### **Year 3**

- Decision Support Systems
- Electives
- Marketing
- Operations Management
- Statistical Methods
- The Management Process
- Total Quality Management

#### **Year 4**

- Advanced Production/Operations Mgmt.
- Business Finance
- Electives
- Operations Planning and Control
- Purchasing, Distribution and Materials Mgmt.
- Strategic Management
- Technical Writing

#### **► Ph.D. in Information and Logistics Management with Specialization in Productions and Operations Management**

This specialization is concerned with the development and implementation of methods for managing and controlling the operations function of business. Dissertations in this track include topics in transportation and logistics, forecasting, total quality management, and manufacturing. The Ph.D. program consists of major and minor fields plus supporting course work. A minimum of 64 credit hours beyond the master's degree (96 hours beyond the bachelors) are required. A typical Ph.D. program would include 24 hours in a major field, 24 hours for dissertation research, and 6-12 hours in both minor and supporting fields.

## TIDEWATER COMMUNITY COLLEGE

7000 College Drive  
Portsmouth, VA 23703-6158  
Telephone: (757) 822-2124  
URL: [www.tc.cc.va.us](http://www.tc.cc.va.us)



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### ► **Career Studies: Acquisition and Procurement**

This program gives graduates the training they need to seek employment as procurement analysts, contract administrators, contract specialists, contract negotiators, contract price analysts, or contract termination specialists. It is also ideal for current employees who want to update their skills and earn promotion.

The 18 credit hour career studies program meets Department of Defense requirements for acquisition and procurement training. The Associate in Applied Science degree in Business Management with a specialization in acquisition and procurement combines both theoretical and practical treatments, including technical courses in acquisitions and procurement, courses in related business areas, and courses in general education.

#### **Courses**

- Advanced Procurement and Acquisition Management I
- Contract Law
- Introduction to Procurement and Acquisition I and II
- Principles of Contract Pricing and Negotiation I and II

### ► **Associate in Applied Science Degree in Management with Specialization in Acquisition and Procurement**

This degree combines both theoretical and practical treatments, including technical courses in acquisition and procurement, courses in related business areas, and courses in general education.

#### **General Education Requirements**

- College Composition I
- Fundamentals of Mathematics
- Health/Physical Education/Recreation
- Orientation
- Survey of Economics
- Humanities and Social Science Electives

#### **Program Requirements**

- Advanced Procurement and Acquisition Management I
- Contract Law
- Cooperative Education
- Introduction to Procurement and Acquisition I and II
- Principles of Contract Pricing and Negotiation I and II

#### **Related Courses**

- Applied Business Math
- Business Communications
- Business Law I

- Human Resource Management
- Introduction to Business Statistics
- Introduction to Microcomputer Software
- Principles of Accounting I and II
- Principles of Management

### **TRIDENT TECHNICAL COLLEGE**

PO Box 118067

7000 Rivers Avenue

Charleston, SC 29423-8067

Telephone: (843) 574-6262

URL: [www.trident.tec.sc.us](http://www.trident.tec.sc.us)

Point of Contact: Cliff Dolfe  
 Business Department Head  
 Telephone: (843) 574-6674

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#### ► **Associate Degree in Management, Transportation, and Logistics Career Path**

##### **Coursework**

- Accounting Principles
- Basic Computer Concepts
- Business Law
- English Composition
- Internet Communications
- Interpersonal Communication
- Introduction to Business
- Introduction to Computers
- Introduction to e-Commerce in Business
- Introduction to International Business
- Introduction to Quality Assurance
- Introduction to Transportation
- Inventory Management
- Leadership Development
- Logistics Management
- Macroeconomics
- Marketing
- Microeconomics
- Principles of Finance
- Principles of Management
- Probability and Statistics
- Public Speaking
- Shipping Operations
- Transportation Administration
- Warehousing
- Elective

#### ► **Certificate in Management, Transportation, and Logistics**

This certificate program provides students with the academic foundation in several areas: transportation, customer service management, logistics, warehousing,

export/import, shipping, and commercial motor carrier. Students who complete this certificate will have potential for employment as a dispatcher, operations specialist, shipping and receiving, and warehouse specialist. This certificate may be applied to business management and transportation and logistics career paths.

### **Coursework**

- Commercial Motor Carrier
- Customer Service Management
- Export/Import
- Introduction to Transportation
- Logistics Management
- Shipping Operations
- Transportation Administration
- Warehousing

### **TRI-STATE UNIVERSITY**

1 University Avenue

Angola, IN 46703-1764

Telephone: (219) 665-4100

Fax: (219) 665-4292

URL: [www.tristate.edu](http://www.tristate.edu)

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#### ► **Bachelor of Science in Industrial Management**

In addition to General Education requirements, students take core Business classes, additional Business Program requirements, and core Industrial Management classes.

#### **Business Core Classes**

- Accounting I and II
- Business Law I
- International Business
- Management of Operations
- Managerial Finance
- Marketing
- Organizational Behavior
- Strategic Management

#### **Industrial Management Core Classes**

- Basic Technical Drawing
- Employment Law
- Engineering and Technology for Non-Engineers
- Environmental Health and Safety
- Human Resources Management
- Manufacturing Materials and Processes
- Measurement Techniques
- Quantitative Analysis
- Total Quality Management

#### ► **Bachelor of Science in Business Administration**

In addition to General Education requirements, students take core Business classes, additional program requirements, and core courses in one of the possible majors

(Accounting, Business/Arts and Sciences, Management Information Systems, Management, or Marketing).

Some Business and General Education courses are available through telecourses. Tri-State University is in the process of preparing Business and General Education courses for on-line availability.

#### **Business Core Classes**

- Accounting I and II
- Business Law I
- International Business
- Management of Operations
- Managerial Finance
- Marketing
- Organizational Behavior
- Strategic Management

#### **Management Major**

- Additional Business Administration and/or Computer Courses
- Business and Public Policy
- Employment Law
- Entrepreneurship
- Human Resources Management
- Management and Science Electives
- Quantitative Analysis for Business
- Total Quality Management

#### ► **Bachelor of Applied Management**

In addition to General Education requirements, students take core Business classes, determine a Technical Specialty, and take electives and/or gain degree-related work experience. Some Business and General Education courses are available through telecourses. Tri-State University is also in the process of preparing some Business and General Education courses for on-line availability.

#### ► **Technical Specialty**

A student enrolling in this degree must have a minimum of 23 semester hours in a business or technical field acquired through occupational or technical training or as an associate degree. As many as 17 additional hours in a technical specialty may count as electives. Degree-related work experience credits may count toward the technical specialty area or as electives.

#### ► **Angola Evening Program**

The Angola Evening Program of the Adult Career and Professional Program (ACAPP) of Tri-State University offers the Bachelor of Science in Business Administration Associate in Accounting degree, and Associate in Business Administration degree. Some Business and General Education courses are available through telecourses. Tri-State University is in the process of preparing some Business and General Education courses for on-line availability.

### **TULSA COMMUNITY COLLEGE**

Tulsa, OK 74135-6198

Telephone: (918) 595-7000

URL: [www.tulsa.cc.ok.us](http://www.tulsa.cc.ok.us)

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The Tulsa Community College Management Program has courses in Industrial Management, which include a study of management theory, total quality management concepts, operations management, human relations, and quality/productivity improvements.

### **TUSKEGEE UNIVERSITY**

College of Business and Information Science

Tuskegee, AL 36088

Telephone: (334) 727-8116

E-mail: [cbis@tuskegee.edu](mailto:cbis@tuskegee.edu)

URL: [www.tusk.edu](http://www.tusk.edu)



Point of Contact: Dr. Alicia J. Jackson  
Dean  
Telephone: (334) 727-8116  
Fax: (334) 727-5276

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Tuskegee University offers Government Accounting, Production and Operations Management, and Business Law as part of their Bachelor of Science degree in Business Administration.

### **UNIVERSITY AT ALBANY**

School of Business

1400 Washington Avenue

Albany, NY 12222

Telephone: (518) 442-3300

E-mail: [graduate@uamail.albany.edu](mailto:graduate@uamail.albany.edu)

URL: [www.albany.edu](http://www.albany.edu)

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The University at Albany School of Business full-time Master in Business Administration (MBA) program requires the completion of 61 credits (up to 10 credits can be waived) and takes four semesters to complete. The first two semesters provide a broad base of core management education. During the specialization phase in the final two semesters, students take electives and concentrate in one of two information-related functional areas: management information systems or human resources information systems. Students personalize their degree with elective coursework in marketing, finance and other areas.

#### ► **Master of Business Administration Curriculum**

The curriculum includes instruction in the following core areas: financial reporting, analysis and markets, domestic and global economic environments of organizations; creation and distribution of goods and services; and human behavior in organizations. It also provides instruction in the fundamental areas of quantitative analysis, computer usage, and written and oral communications.

The Marketing Management and Operations Management courses provide an understanding of how goods and services are created and distributed.

### **UNIVERSITY OF ARKANSAS AT PINE BLUFF**

School of Business and Management  
1200 North University Drive  
Pine Bluff, AR 71611  
URL: [www.uavb.edu](http://www.uavb.edu)



Point of Contact: Dr. Andrew Honeycutt  
Dean  
Telephone: (870) 543-8649  
Fax: (870) 543-8003

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The University of Arkansas at Pine Bluff offers a Bachelor of Science degree in Business Administration with a concentration in Management, which includes a course in Purchasing Management.

### **UNIVERSITY OF BALTIMORE**

Merrick School of Business  
1420 North Charles Street  
Baltimore, MD 21201-5779  
Telephone: (410) 837-4200  
URL: [business.ubalt.edu](http://business.ubalt.edu)

Point of Contact: Dr. Veena Adlakha  
Telephone: (410) 837-4969  
Fax: (410) 837-5722  
E-mail: [vadlakha@ubmail.ubalt.edu](mailto:vadlakha@ubmail.ubalt.edu)

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#### ► **Production and Operations Management Academic Programs**

The management of technology, quality, and operations has become the most critical element in international competition in manufacturing and services. This specialization deals with the management, design, and creation of high quality products/services that can be sold at competitive prices.

#### ► **Master in Business Administration with Specialization in Service and Manufacturing Operations**

##### **Core Courses**

- Business Statistics
- Economics
- Financial Accounting
- Financial Management
- Marketing
- Organizational Behavior and Human Resources Mgmt
- Production and Operations Management

**Cross Functional Courses**

- Accounting for Managerial Decisions
- Applied Management Sciences
- Global and Domestic Business Environment
- Information Systems and Technology
- Organization Creation and Growth
- Strategic Innovation and Renewal

**Specialization in Service and Manufacturing Operations**

- Global Management of Technology and Operations
- Management of Quality and Productivity
- Manufacturing Management
- Seminar in Service Operations or
- Elective

**Undergraduate Courses**

- Manufacturing Operations Management
- Production Management
- Quality and Productivity Management
- Service Operations Management

**► Online Distance Learning—WebMBA Program****Core Courses**

- Business Statistics
- Economics
- Financial Management
- Introduction to Accounting
- Marketing Management
- Organizational Behavior and Human Resource Management
- Production and Operations Management

**Cross-Functional Courses**

- Accounting for Managerial Decisions
- Applied Management Science
- Global and Domestic Business Environment
- Information System Technology
- Organization Creation and Growth
- Strategic Innovation and Renewal

**Internet-Based Solution Courses**

- Internet Business Site Development
- Investment Analysis
- Managerial Challenges of Global Electronic Commerce
- Electives

## UNIVERSITY OF CALIFORNIA

Hastings College of the Law  
200 McAllister Street  
San Francisco, CA 94102-4978  
Telephone: (415) 565-4682  
E-mail: [noble@uchastings.edu](mailto:noble@uchastings.edu)  
URL: [www.uchastings.edu](http://www.uchastings.edu)

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The University of California Hastings College of the Law offers several seminars concerning contracts and negotiation:

- Alternative Dispute Resolution Seminar
- Case Studies in Contract Law Seminar
- Contract Law Seminar: Perspectives on Contract Law
- Negotiation and Mediation: Process and Practice
- Selected Issues in Intellectual Property Seminar

### Lecture Courses

- Contract Writing and Analysis
- Intellectual Property

## UNIVERSITY OF CALIFORNIA, IRVINE

UCI Extension  
PO Box 6050  
Irvine, CA 92616-6050  
Telephone: (949) 824-5414  
E-mail: [unex-services@uci.edu](mailto:unex-services@uci.edu)  
URL: [unex.uci.edu](http://unex.uci.edu)

Point of Contact: Francine Berg  
Telephone: (949) 824-4661  
E-mail: [fberg@uci.edu](mailto:fberg@uci.edu)

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### ► Supply Chain Management – Specialized Study

You will benefit from course work in this program if you are currently in purchasing, contracts, logistics, quality assurance, distribution, and other supply chain specialties that have an impact on the way the organization system works. Project managers, small business professionals, consultants, and entrepreneurs, can update their skills in all aspects of supply chain management. This program is offered in collaboration with the National Association of Purchasing Management (The Institute For Supply Management), National Contract Management Association (NCMA), and American Society For Quality.

The Program Benefits include the following:

- Explore the fundamentals of supply chain design as well as the models and techniques important in the design, control, operation, and management of supply chain systems.

- Obtain an understanding of international competition and contracting in the global marketplace.
- Develop improved communication, negotiation, and strategic planning skills in order to secure lower prices, lower costs, and better manage your projects.
- Explore the selection and use of appropriate information and telecommunication systems to support the supply chain operation.

► **Certificate in Management of Business Contracts**

Material covered includes contract formation, negotiation, financial analysis, contract implementation, outsourcing, international contracting, and developing strategic alliances.

This program will be of value to individuals from both large and small organizations, entrepreneurs and specifically, contract administrators, subcontractors, procurement managers, project managers, quality assurance personnel, civil engineers, surveyors and others who wish to enter the field or advance their career.

Program benefits include the following:

- Gain an understanding of the various aspects of contract management as it pertains to outsourcing, developing strategic alliances, negotiation, financial analysis, and implementation.
- Explore the components of public, domestic and international contracts.
- Expand your awareness of the legal issues related to the management of business contracts.
- Obtain immediately applicable knowledge and skills for career advancement, enhanced job performance or to begin a new career in this field.

**UNIVERSITY OF CALIFORNIA, RIVERSIDE**

The A. Gary Anderson Graduate School of Management  
900 University Avenue  
Riverside, CA 92521

URL: [www.ucr.edu](http://www.ucr.edu) and [www.agsm.ucr.edu](http://www.agsm.ucr.edu)

Point of Contact: Y. Peter Chung  
Interim Dean  
Telephone: (909) 787-4237  
E-mail: [peter.chung@ucr.edu](mailto:peter.chung@ucr.edu)

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The A. Gary Anderson Graduate School of Management offers the following courses in logistics under their Master of Business Administration (MBA) program:

- Production and Operations Management
- Production Planning and Scheduling
- Project Management

The following courses are offered under their undergraduate program:

- Business Law
- International Business Law
- Production and Operations Management
- Project Planning and Control
- Supply Chain Management

The Executive Master of Science in Engineering Management also includes a course in Supply Chain Management.

### **UNIVERSITY OF CENTRAL FLORIDA**

College of Business Administration

Department of Management

4000 Central Florida Boulevard

Orlando, FL 32816

Telephone: (407) 823-2679

Fax: (407) 823-3725

URL: [www.bus.ucf.edu](http://www.bus.ucf.edu)

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The University of Central Florida offers the following undergraduate courses in the Department of Management:

- Procurement Management
- Production, Planning, and Control

The following graduate courses are offered under the Master in Business Administration program.

- Introduction to Production/Operations Management
- Production/Operations Analysis

### **UNIVERSITY OF COLORADO AT BOULDER**

Leeds School of Business

Campus Box 419

Boulder, CO 80309-0419

Telephone: (303) 492-1411

URL: [www.colorado.edu](http://www.colorado.edu)

Point of Contact: Eve Adams Leedy  
Office of Undergraduate Student Services  
Telephone: (303) 492-6515  
E-mail: [Eve.Leedy@colorado.edu](mailto:Eve.Leedy@colorado.edu)

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► **Bachelor of Science in Business Administration**

**Core Requirements**

- Accounting and Financial Analysis
- Adding Value with Management
- Business Computing Skills
- Business Law
- Business Senior Seminar
- Business Statistics
- Fundamentals of Marketing
- Introductory Finance
- Profiles in American Enterprise

**Required Courses—Operations Management Track**

The principal function of any organization is the efficient creation and delivery of products and services to its customers. The operations management track focuses on this creative process and identifies how organizations use productivity, quality, flexibility, timeliness, and technology to compete and prevail in their markets. Students graduating from the operations management track will have a broad understanding of the importance of operations in the success of any organization, and will be qualified to serve in entry-level line management positions and as general managers later in their careers.

All Management students must take the following courses:

- Critical Leadership Skills
- Total Quality Management

Under the operations management track, students must select three of the following courses:

- Business Process Re-engineering
- Competing with Operations
- Environmental Operations
- International Operations Management

► **Master in Business Administration Program—Operations Management Major**

This program provides an analytical perspective on the operational problems that confront all services and manufacturing businesses.

**Operations Management Courses**

- Business Performance Excellence
- Business Process Design
- International Operations
- Operations Management
- Operations Strategy
- Survey of Operations Research

► **Executive Master in Business Administration Program**

The Executive Master in Business Administration Program (EMBA) Program requires two academic years to complete. It includes the following courses:

- Creating and Distributing Goods and Services for Competitive Advantage

- Management Accounting and Control Systems
- Marketing Management
- Operations Management

► **Ph.D. Program**

The Ph.D. Program offers doctoral degrees in the following areas:

- Accounting
- Business Strategy/Entrepreneurship
- Finance
- Information Systems
- Marketing
- Operations Research and Operations Management
- Organization Management

**UNIVERSITY OF DALLAS**

Graduate School of Management

1845 East Northgate Drive

Irving, TX 75062-4736

Telephone: (972) 721-5000

URL: [www.udallas.edu](http://www.udallas.edu)

Point of Contact: Tracee P. Ali  
 Telephone: (972) 721-4013 or (972) 721-5198 (Graduate School)  
 Fax: (972) 721-4009  
 E-mail: [tali@gsm.udallas.edu](mailto:tali@gsm.udallas.edu)

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► **Master of Business Administration in Business Management**

**Core Courses**

- Economic Environment of the Firm
- Financial Accounting
- Financial Management
- Human Behavior in Organizations
- Lecture Series
- Managerial Cost Accounting
- Marketing Management
- Operations Management

**Program Specialization**

- Market Research
- Management Theory and Practice
- Or
- Strategic Management

Two of the following electives:

- Business Management Capstone
- Global Information Systems
- Legal Environment
- Monetary and Fiscal Policy

Four of the following electives:

- Contemporary Contracting
- Contract Negotiation
- Integrated Logistics
- International Logistics
- International Marketing Management
- Marketing Management
- Materials Management
- Operations Management
- Purchasing Management
- Statistics
- Special Topics in Engineering and Technology Management and Industrial Management, including Logistics Systems and Operational Planning

► **Master of Business Administration in Industrial Management**

**Core Courses**

- Economic Environment of the Firm
- Financial Accounting
- Financial Management
- Human Behavior in Organizations
- Lecture Series
- Managerial Cost Accounting
- Marketing Management
- Operations Management

**Program Specialization**

- **Operations Management**
  - Business Process Analysis
  - Decision Analysis
  - Industrial Management Capstone
  - Integrated Logistics
  - Materials Management
- **Logistics Management**
  - Business Process Analysis
  - Decision Analysis
  - Industrial Management Capstone
  - Integrated Logistics
  - International Logistics
- **Purchasing and Contract Management**
  - Business Process Analysis
  - Contemporary Contracting
  - Contract Negotiation
  - Or
  - Decision Analysis
  - Industrial Management Capstone
  - Purchasing Management
  - Four electives

## UNIVERSITY OF THE DISTRICT OF COLUMBIA

School of Business and Public Administration  
Department of Management, Marketing, and Office Systems  
4200 Connecticut Avenue, NW  
Washington, DC 20008  
Telephone: (202) 274-5000  
URL: [www.udc.edu](http://www.udc.edu)



Point of Contact: Dr. Hany Makhoulouf  
Telephone: (202) 274-7040  
Fax: (202) 274-7105

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The Procurement and Public Contracting Program prepares students for careers in procurement management in the private and public sectors of the economy, particularly the units involved in the acquisition of goods and services. The Bachelor of Business Administration program is completed in four years; the Certificate Program in Procurement and Public Contracting is completed in one year.

### ► **Bachelor of Business Administration Degree in Procurement and Public Contracting**

#### **General Requirements**

- Calculus for Business, Social and Life Sciences Natural Science (with Lab)
- English Composition I and II
- Finite Math
- Introduction to Logic
- Literature and Advanced Writing I and II
- Public Speaking
- Fine Arts and Foreign Language Electives

#### **Required Courses**

- Business Communications
- Business Finance
- Business Policy and Strategy
- Business Statistics
- Contract Administration
- Contract Negotiation
- Cost Accounting
- Cost and Price Analysis
- Federal Acquisition System
- Formation of Government Contracts
- Fundamental of Financial Accounting
- Fundamental of Managerial Accounting
- Introduction to Applications of Computer Lab
- Introduction to Business
- Introduction to Management
- Introduction to Marketing Management
- Legal Environment of Business
- Management Information Systems
- Procurement Law

- Production and Operations Management
- Purchasing and Materials Management
- Quantitative Business Techniques
- Business, International Business, and Procurement Electives

► **Certificate Program in Procurement and Public Contracting**

- Contract Administration
- Contract Negotiation
- Cost and Price Analysis
- Federal Acquisition Systems
- Formation of Government Contracts
- Procurement Law
- Purchasing and Material Management
- Elective

**UNIVERSITY OF HOUSTON**

C. T. Bauer College of Business

334 Melcher Hall

University of Houston

Houston, TX 77204-6021

Telephone: (713) 743-4600

Fax: (713) 743-4622

URL: [www.bauer.uh.edu](http://www.bauer.uh.edu)

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► **Bachelor of Business Administration (BBA)**

**Decision and Information Sciences—Operations Management Concentration**

Students can build on the general BBA studies to focus on the total operation of an organization, emphasizing the activities and decisions required of line management. Areas of interest include capacity planning, aggregate output or service levels, staffing, inventories, and quality and cost control. Career opportunities are widespread in both product-oriented and service-oriented organizations. Graduates may be employed in any operating area of the organization, including project management, manufacturing, materials management, logistics and distribution, operations planning and control, purchasing, and operations analysis.

For this concentration, students select 18 hours from the following courses:

- International Operations Management
- Introduction to Product Development
- Introduction to Quality Assurance and Control
- Logistics and the Regulatory Environment
- Manufacturing and Distribution Management
- Manufacturing Control Systems
- Operations Management in the Service Sector
- Operations Management Internship
- Production and Logistics Management for Small Business
- Production and Logistics Operations Analysis
- Production and Logistics Systems Design
- Project Operations

## UNIVERSITY OF MARYLAND

Robert H. Smith School of Business  
Logistics, Business and Public Policy Department  
College Park, MD 20742  
Telephone: (301) 405-1000  
URL: [www.umd.edu](http://www.umd.edu)

Point of Contact: Curtis Grimm  
Chair  
Logistics, Business and Public Policy Department  
Telephone: (301) 405-2235

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### Logistics, Business and Public Policy Department

The University of Maryland's Logistics, Business and Public Policy Department offers courses in the areas of logistics, transportation, international business, managerial economics and public policy, business law, business ethics, and telecommunications policy and economics. The Department's faculty has taken a leading role in the development of cross functional Master of Business Administration (MBA) concentrations in logistics/supply chain management, international business, and global business and knowledge management, and teaches courses in the MBA concentrations in business telecommunications and electronic commerce.

The following are the Department's programs of study:

- ▶ **Bachelor's Degree in Logistics and Transportation (Supply Chain Management)**  
Supply Chain Management focuses on globalization and information management tools which integrate procurement, operations, and logistics from raw materials to customer satisfaction.
- ▶ **Master of Business Administration with Concentration on Supply Chain Management**  
Supply chain management is an integrated approach to manage the total flow of a distribution channel from supplier to ultimate customer. The underlying rationale for an integrated supply chain management approach is that it increases the opportunity for cost savings, better customer service, and competitive advantage for all companies in the supply chain. In recognition of the importance of this functional area, a required core course (BMGT 671) was launched in Spring 2001. The Logistics/Supply Chain Management concentration integrates courses across three areas: Logistics and Transportation, Operations Management, and Marketing. The curriculum also provides students with a hands-on exposure to information technology tools essential to modern supply chain management.

## UNIVERSITY OF MARYLAND

School of Law  
500 West Baltimore Street  
Baltimore, MD 21201-1701  
Telephone: (410) 706-7214  
URL: [www.law.umaryland.edu](http://www.law.umaryland.edu)

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The curriculum for the School of Law offers several electives of interest to the acquisition professional:

- Alternative Methods of Dispute Resolution
- Commercial Law
- Contracts I and Contracts II
- Counseling and Negotiation

#### UNIVERSITY OF MARYLAND UNIVERSITY COLLEGE

Graduate School of Management and Technology

3501 University Boulevard East

Adelphi, MD 20783

Toll Free: 800-888-UMUC

Telephone: (301) 985-7200

Fax: (301) 985-4611

URL: [www.umuc.edu](http://www.umuc.edu)



Point of Contact: Nancy L. Gentry  
Assistant Director  
Executive Programs  
Telephone: (301) 985-7516  
Fax: (301) 985-4611  
E-mail: [ngentry@umuc.edu](mailto:ngentry@umuc.edu)

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The Master of Science in management program focuses on theories and skills needed to lead and manage public, private, and nonprofit organizations. The program is designed for professionals who, as they assume increasing responsibility within their organizations, recognize the importance of expertise in a particular area with breadth of knowledge across key organizational processes. Below are programs related to the acquisition field.

► **Master of Science in Management with Specialization in Procurement and Contract Management**

The Procurement and Contract Management track is designed for individuals who are involved in contract administration or procurement activities in the private, public, and not-for-profit sectors. The courses in this track provide a foundation for understanding both the strategic and operational aspects of the procurement function. Both general and specialized management studies are integrated with the required courses.

► **Certificates in Executive Programs—Chief Information Officer**

This 12-month executive program is offered in partnership with the GSA's CIO University. Participants receive both a federal government and UMUC CIO Certificate. The competencies cover all areas of management associated with the design, development, acquisition, implementation, planning, and maintenance of an organization's information technology structure (24 hours).

► **Certificates in General Management—Integrative Supply Chain Management**

This program helps students build new strategies and skills for integrative supply chain management. Students learn techniques for managing e-commerce, logistics, supply and distribution chains, pricing, negotiations, and statistical manipulation of databases for more efficient procurements (12 hours).

► **Certificates in General Management—Procurement and Contract Management**

In this program, students develop a foundation of knowledge and practical techniques for procurement and contract management. The coursework covers the foundations of pricing and negotiations, basic aspects of contracting, procurement of services and products, aspects of commercial transactions, logistics, and materials management (15 hours).

**UNIVERSITY OF NEW HAVEN**

School of Engineering and Applied Science  
Department of Industrial Engineering  
300 Orange Avenue  
West Haven, CT 06516  
Toll Free: 1-800-DIAL-UNH  
URL: [www.newhaven.edu](http://www.newhaven.edu)

Point of Contact: Alexis N. Sommers  
Professor  
Telephone: (203) 932-7251  
Fax: (203) 932-7394

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► **Logistics Certificate**

This certificate provides a basic working knowledge of logistics for certification in the discipline. Topics covered include customer requirements planning, design to cost concepts, optimal system acquisition, life cycle analysis, transportation and distribution, field support networks, multi-site manufacturing, warranty management, and technical support of both customers and suppliers.

**Courses**

- Logistics Technology and Management
- Plus three of the following:
  - Cost Benefit Management
  - Integrated Logistics Support Analysis
  - Life Cycle Cost Analysis
  - Logistics in Acquisition and Manufacturing
  - Transportation and Distribution

**UNIVERSITY OF NORTH FLORIDA**

Coggin College of Business  
4567 St. Johns Bluff Road  
Jacksonville, FL 32224  
Telephone: (904) 620-1000  
URL: [www.unf.edu](http://www.unf.edu)

Point of Contact: Dr. Robert Pickhardt  
Chair of Management, Marketing, and Logistics  
Telephone: (904) 620-2780  
Fax: (904) 620-2782

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- **Bachelor in Business Administration with a Major in Transportation and Logistics**  
This degree requires 21 hours of courses required of all Business Administration Majors, plus the following:

**Junior Year Courses**

- Administrative Management
- Business and Economics Statistics
- Financial Management
- Foundations of Transportation
- Introduction to Management Information Systems
- Legal Environment of Business
- Logistics Systems Management
- Principles of Marketing
- Production/Operation and Logistics Management
- Social Psychology

**Senior Year Courses**

- Applied Carrier Management
- Business Policy
- Cultural Diversity
- International Business
- Introductions to Management Science
- Oral Communications
- Contextual, Economics, and Major Electives

**UNIVERSITY OF PENNSYLVANIA**

The Wharton School  
3451 Walnut Street  
Philadelphia, PA 19104  
Telephone: (215) 898-5000  
URL: [www.upenn.edu](http://www.upenn.edu)

Points of Contact: Undergraduate Division  
The Wharton School  
University of Pennsylvania  
1100 Steinberg Hall-Dietrich Hall  
3620 Locust Walk  
Philadelphia, PA 19104-6375  
Telephone: (215) 898-7607  
Fax: (215) 573-2070  
E-mail: [info@wharton.upenn.edu](mailto:info@wharton.upenn.edu)  
URL: [www.wharton.upenn.edu](http://www.wharton.upenn.edu)

MBA Program  
The Wharton School

University of Pennsylvania  
102 Vance Hall  
3733 Spruce Street  
Philadelphia, PA 19104-6361  
Telephone: (215) 898-6183  
Fax: (215) 898-0120  
E-mail: [mba.admissions@wharton.upenn.edu](mailto:mba.admissions@wharton.upenn.edu)

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► **Joint Major in Marketing and Operations Management**

Marketing and Operations Management are two closely interrelated key functional areas of all manufacturing and service firms.

Coursework includes the following topics.

**Courses:**

- Business-Government Relations: Theory and Practice
- Marketing and Electronic Commerce
- Negotiation and Dispute Resolution
- Operations Management
- Operations Management: Quality and Productivity
- Operations Management: Strategy and Technology
- Operations, Marketing
- Pricing Policy
- Service Process Management

► **Doctoral Program in Operations and Information Management**

The program in Operations and Information Management trains world-class scholars in the disciplines of decision processes, information and decision technologies, information strategy, operations management and operations research. The program emphasizes research that focuses on real management problems and maintains a balance between theory and implementation. It is a four-year program.

**Core Courses**

- Decision Processes
- Information and Decision Technology
- Information: Systems, Strategy, and Economics
- Operations Management

► **Specialization in Operations Management**

This focuses on the processes that define an organization's outputs and are central to its competitive performance, including services and traditional areas of manufacturing and logistics. This specialization is concerned with concepts and methods relevant to the management of processes required to produce goods and services. This includes operations strategy, product design, process design, technology management, capacity planning, production planning, inventory control, supply chain management, and service system planning and control.

## THE UNIVERSITY OF PHOENIX

4605 East Elwood Street  
Phoenix, AZ 85072-2076  
Toll Free: 1-800-MY-SUCCESS  
Telephone: (480) 966-7400  
URL: [www.phoenix.edu](http://www.phoenix.edu)



Point of Contact: Troy Lawson  
Enrollment Counselor  
Telephone: (410) 536-7144  
Fax: (410) 536-5727

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The University of Phoenix offers several certificate programs at its campus locations throughout the United States. Contact the following offices for information on their particular sites:

- Colorado Campus: [www.phoenix.edu/colorado](http://www.phoenix.edu/colorado)
- Colorado Springs Campus: 800-834-4646
- New Mexico Campus: [www.phoenix.edu/newmexico](http://www.phoenix.edu/newmexico)

### ► **Government Contract Management Certificate**

This certificate program is offered at the Colorado, Colorado Springs, New Mexico, and Phoenix campuses. This certificate program enables students to become well versed in the principal considerations of federal government contracting. Students will also be assisted with preparation for the Certified Professional Contracts Manager (CPCM) Exam.

#### **Courses**

- Financial Management of Government Acquisition Contracts
- Government Contract Law
- Government Contract Negotiation Techniques
- Management of Government Acquisition Contracts
- Principles of Contract Pricing, Estimating, and Analysis
- Principles of the Acquisition Process
- Proposal Preparation

### ► **Production and Inventory Management Certificate**

This certificate provides an in-depth educational foundation on key aspects of production and inventory management across the supply chain. Coursework includes the Basics of Supply Chain Management, Inventory Management, Materials and Capacity Requirements Planning, and Systems and Technologies

### ► **Purchasing Certificate Program**

Courses in this Certificate program address the importance of effective purchasing practices to the contemporary organization, the analysis of past and current trends in purchasing, the benefits of incorporating technology into the procurement process, and supply chain management strategies that best fit the needs of an organization. Coursework includes Procurement Fundamentals, Supply Chain Management, Procurement Process Management, and Materials Management.

► **Bachelor of Science in Business/Marketing**

The marketing major addresses how to identify customer needs, communicate information about products and services to customers and potential customers, market and price products and services, and respond to growing demands to markets in different countries and cultures.

**UNIVERSITY OF PITTSBURGH**

Joseph M. Katz Graduate School of Business  
372 Mervis Hall  
Pittsburgh, PA 15260  
Telephone: (412) 648-1531  
Fax: (412) 648-1659  
URL: [www.katz.pitt.edu](http://www.katz.pitt.edu)

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The Katz Master in Business Administration (MBA) can also be taken in the evening. The timeframe to complete this program is three years versus the eleven month full-time MBA.

► **Master in Business Administration**

One of the MBA concentrations is Operations Management. Core coursework also includes Accounting and Economic Analysis for Managerial Decisions.

**UNIVERSITY OF ST. THOMAS**

College of Business  
1000 LaSalle Avenue  
Minneapolis, MN 55403-2005  
Toll Free: 1-800-328-6819, Ext. 2-4200  
Telephone: (651) 962-4200

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► **Master of Business Administration Program**

St. Thomas offers nine master's degree programs in the graduate division; many of these programs also offer graduate-level certificates.

**Core Business Courses**

- Economics of Organization and Management
- Ethical Aspects of Business
- Financial Management in the Contemporary Marketplace Organizations and Human Skills
- Management Accounting Process and Applications
- The Leadership Challenge—Theory, Practice and Effectiveness Operations Strategy, Analysis and Decision Making Managing Customer/Seller Interactions
- The World of Business: Seminar Series (I and II) Perspectives on Management: Individual and Group Development Quantitative Methods Lab

## UNIVERSITY OF SOUTH CAROLINA

The Darla Moore School of Business

Columbia, SC 29208

Telephone: (803) 777-7000

E-mail: [info@sc.edu](mailto:info@sc.edu)

URL: [www.sc.edu](http://www.sc.edu)

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### ► **Master of Business Administration with a Concentration in Production/Operations Management**

#### **Year 1**

- Business Research and Reports
- Economics of Enterprise
- Financial Accounting
- Financial Policies
- Managerial Accounting
- Marketing Management
- Operations Management
- Organizational Behavior
- Quantitative Methods I and II

#### **Year 2**

- Macroeconomic Analysis and International Economics
- Management of Information Systems
- Strategic Management
- Electives in area of concentration

### ► **Master of Science in Business Administration with Study and Research in Production/Operations Management**

This area involves the design, planning, organization, and control of activities involved in the transformation of resources into goods and services. Quantitative methods, computer systems technology, strategic planning concepts, and industrial engineering methodologies within a problem-solving orientation are utilized.

#### **Required Courses**

All students are required to take two of the following:

- Advanced Statistics for Business and Economics
- Programming Methods
- Simulation Methods in Business Systems

### ► **PH.D. in Business Administration with Emphasis in Production and Operations Management**

Each candidate must complete a minimum of 12 dissertation credit hours and present and defend a dissertation giving evidence of original and significant research. The major areas of emphasis include the following.

- Advanced Production Management
- Operations Strategy and Productive Systems Design
- Production Planning

- Production Scheduling and Control
- Service and Project Management

## UNIVERSITY OF TEXAS AT SAN ANTONIO

College of Business  
 Division of Management and Marketing  
 6900 North Loop 1604 West  
 San Antonio, TX 78249-0619  
 Telephone: (210) 458-4011  
 URL: [www.utsa.edu](http://www.utsa.edu)

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### ► Bachelor Degree Options

- Bachelor of Business Administration Degree in Management with a Leadership and Administration Concentration
- Bachelor of Business Administration Degree in Management Science
- Minor in Management Science

### ► Master Degree Options

- Master of Business Administration Degree
- Master of Business Administration Degree with a Management Science Concentration
- Master of Business Administration Degree with a Management Technology Concentration
- Executive MBA Program (EMBA)
  - The EMBA program includes a course on Decision Analysis and Production Management

## UNIVERSITY OF VIRGINIA

School of Continuing and Professional Studies  
 Northern Virginia Center  
 7054 Haycock Road  
 Falls Church, VA 22043  
 URL: [www.uvace.virginia.edu](http://www.uvace.virginia.edu)



Point of Contact: Carol Beechler  
 Associate Director for Programs, Northern Virginia Center  
 Telephone: (703) 536-1136  
 Fax: (703) 536-1111  
 E-mail: [cbeechler@virginia.edu](mailto:cbeechler@virginia.edu)

Sarah Seat  
 Program Assistant, Northern Virginia Center  
 Telephone: (703) 536-1139  
 Fax: (703) 536-1111  
 E-mail: [sseat@virginia.edu](mailto:sseat@virginia.edu)

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The following certificates are offered through the University of Virginia's distance learning program:

► **Certificate in Procurement and Contracts Management**

This ten course certificate program addresses the expanding needs of private industry and local, state, and federal agencies for professionally trained procurement/contracting officers, contracts administrators, and negotiators. Students must complete six required courses and four electives.

**Required Courses**

- Contract Administration
- Cost and Price Analysis
- Negotiation of Contracts and Modifications
- Principles of Law for Contract Formation
- Procurement and Contracting
- Seminar in Procurement and Contracts Management

**Electives**

- Advanced Major Information Resources Systems Management
- Application for and Management of Federal Grants
- Contracting for Information Resources
- Cost Analysis for Decision Making
- Federal Government Contracting: A Contractor's Perspective
- Government Computer Law
- Grants, Federal, State and Local
- International Business Negotiations
- International Purchasing and Business Transactions
- Management Principles for Procurement and Contracting
- Principles of Law for Contract Performance
- Procurement of Major Systems
- Project Team Management for Contracts Managers
- Purchasing and Materials Management
- Seminar in International Procurement
- Source Selection
- Subcontract Management

► **Procurements and Contracts Management—Joint UVA/NCMA Certificate**

The University of Virginia and the National Contract Management Association (NCMA) have developed a joint noncredit certificate program that will assist students interested in meeting the course requirements to sit for the Certified Professional Contracts Manager (CPCM) exam.

**UNIVERSITY OF WEST FLORIDA**

Haas Center for Business Research and Economic Development

11000 University Parkway

Pensacola, FL 32514-5752

Telephone: (850) 474-2657

Fax: (850) 474-3174

URL: [www.cbred.uwf.edu](http://www.cbred.uwf.edu)

Point of Contact: Dr. Woodrow W. Cushing  
Director  
Telephone: (850) 474-2657

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► **Bachelor of Science in Business Administration (BSBA) with a Major in Management**

This degree with a major in management is for people who aim for or hold positions of organizational leadership. Coursework includes Operations Management and Management Science.

**VIRGINIA TECH**

Pamplin College of Business  
7054 Haycock Road, Suite 341  
Falls Church, VA 22043-2311  
Telephone: (703) 538-8410  
Fax: (703) 538-8415  
E-mail: [patbrown@vt.edu](mailto:patbrown@vt.edu)  
URL: [www.mba.vt.edu](http://www.mba.vt.edu)

Point of Contact: Reggie Grant  
Telephone: (703) 538-8409  
E-mail: [rgrant@vt.edu](mailto:rgrant@vt.edu)

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► **Northern Virginia Master in Business Administration Program**

The Pamplin Master in Business Administration (MBA) Program of Study offers a number of marketing, operations, and production courses, including Management Control Systems, Economics of Business Decisions, and Operations Management: Problems and Techniques.

**VOORHEES COLLEGE**

PO Box 678  
Denmark, SC 29042  
Telephone: (803) 793-3351  
Fax: (803) 793-4584  
URL: [www.voorhees.edu](http://www.voorhees.edu)



Point of Contact: Dr. Lee E. Monroe, Jr.  
President  
Telephone: (803) 703-7002  
E-mail: [monroe@voorhees.edu](mailto:monroe@voorhees.edu)

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Voorhees College offers a Bachelor of Science (BS) degree in Business Administration, which includes a course in Production Management.

## WEBER STATE UNIVERSITY

John B. Goddard College of Business and Economics  
3850 University Circle  
Ogden, UT 84408-3801  
Telephone: (801) 626-6000  
URL: [www.weber.edu](http://www.weber.edu)

Point of Contact: Patti Sanchez  
Telephone: (801) 626-6534  
E-mail: [psanchez@weber.edu](mailto:psanchez@weber.edu)

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### ► **Bachelor of Science in Business Administration with a Major in Logistics**

Business logistics and operations management as an area of emphasis allows students to focus their education on the "supply chain" of purchasing, producing, moving, and marketing goods and services on a global basis.

The logistics and operations management major learns how to plan and manage production processes as well as the logistics of selecting suppliers, moving materials into a firm, and distributing finished product to customers. The discipline involves industrial purchasing, inventory management, production planning and control, quality management, transportation, and distribution management.

## WEBSTER UNIVERSITY

Bolling AFB, DC 20336-8171  
Telephone: (202) 561-4382  
Fax: (202) 561-7263



### ► **Master of Arts or Master of Business Administration with Procurement and Acquisitions Management Emphasis**

#### **Core Courses**

The 36 credit hours required for the Master of Arts (MA) or the 48 credit hours required for the Master of Business Administration (MBA) must include the following courses for a major/emphasis in procurement and acquisitions management:

- Acquisitions Law
- Integrated Studies in Procurement and Acquisitions Management
- Logistics
- Negotiations
- Operations Management
- Pricing
- Procurement and Acquisitions Management (Required)

#### **Electives**

- Acquisitions Management
- Government Procurement Law
- Issues in Procurement and Acquisitions Management

- Professional Seminars
- Systems Procurement and Project Management

### **WEST LOS ANGELES COLLEGE**

9000 Overland Avenue  
 Culver City, CA 90230  
 Telephone: (310) 287-4200  
 URL: [www.wlac.cc.ca.us](http://www.wlac.cc.ca.us)

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► **Associate in Arts Degree in Business Administration**

The Associate Degree program in business administration enables the student to transfer to a baccalaureate program at a four-year institution. The degree includes coursework in the areas of accounting, economics, and organization and management theory.

► **Certificate Program in Business**

The Business Certificate includes coursework on business and management.

► **Associate in Arts Degree in Management**

The Associate Degree program in Management is designed to teach businessmen and women, public servants, and professionals in all fields the process of effective decision making.

► **Certificate Program in Management**

The Management Certificate includes coursework on management and organizational and management theory.

### **WEST VIRGINIA STATE COLLEGE**

Department of Business Administration  
 PO Box 1000  
 Institute, WV 25112-1000  
 Telephone: 1-800-987-2112  
 URL: [www.wvsc.edu](http://www.wvsc.edu)



Point of Contact: Patricia Shafer  
 Chair  
 Department of Business Administration  
 Telephone: (304) 766-3129  
 Fax: (304) 766-3089  
 E-mail: [shaferpm@mail.wvsc.edu](mailto:shaferpm@mail.wvsc.edu)

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West Virginia State College's (WVSC) Management Curriculum includes a course in Production and Operations Management.

### **WESTERN NEW ENGLAND COLLEGE**

1215 Wilbraham Road  
 Springfield, MA 01119  
 Toll Free: 800-325-1122

Telephone: (413) 782-3111  
Fax: (413) 782-1746  
URL: [www.wnec.edu](http://www.wnec.edu)

Point of Contact: Mary Goehring  
Assistant to the Provost  
Telephone: (413) 782-1223  
Fax: (413) 796-2149  
E-mail: [mgoehrin@wnec.edu](mailto:mgoehrin@wnec.edu)

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Western New England College offers the Master in Business Administration (MBA) degrees through the Team MBA, the Online MBA, and the Evening MBA. Coursework includes accounting, decision support models, and marketing management. The College also offers a Master of Science in Operations and Information Technology.

► **Master of Science in Operations and Information Technology**

This innovative graduate program focuses on the design and management of operational and technological solutions for today's constantly changing technology-driven business environment. Master of Science in Operations and Information Technology (MSOIT) students gain a solid foundation in both operations management and management of information systems, as well as the leadership and interpersonal skills that are critical to all managers and project leaders. The MSOIT program combines management education with sufficient technical IT knowledge to prepare students for positions as operations managers and analysts, analysts and designers of IT systems, and managers of IT projects.

All foundation and core courses and many of the elective courses are available online through Western New England College's Distance Learning Network.

**Foundation Courses**

- Management Information Systems
- Operations Management
- Organizational Behavior

**Core Courses**

- Creating Processes in Technological Organizations
- Interpersonal and Leadership Skills Tech Managers

**Electives (Select 18 hours)**

- Data Mining
- Database Applications Development
- Global Operations Strategy
- Independent Study
- Information and Decision Support Systems
- Internship
- Managing Organizational Change
- Managing Technological Innovation
- Marketing and Electronic Commerce
- New Venture Management and Entrepreneurship

- Operations Risk Management
- Production Systems Design
- Productivity Management
- Project Management
- Quality Planning and Control
- Quantitative Methods (2CH)
- Strategies for Manufacturing Firms
- Supply Chain Management and Electronic Commerce
- Systems Design and Development
- Telecommunications Management and Electronic Commerce

**WILBERFORCE UNIVERSITY**

1055 North Bickett  
Wilberforce, OH 45384-1001



Point of Contact: Reverend Dr. Floyd H. Flake  
President  
Telephone: (937) 376-2911  
Fax: (937) 376-4742

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Wilberforce University offers a Bachelor of Science (BS) degree in Management, which includes coursework in Purchasing Management and Logistical Management.