

MASTER OF SCIENCE IN MANAGEMENT - MSM

Program Description

The St. Catherine University Master of Science in Management (MSM) is scheduled to launch Spring or Fall 2019. This one-year intensive graduate program is designed to provide students with a broad management skill-set while also preparing them for their future careers. The program has an integrated three-part focus on academics, experiential learning and career development. The MSM offers students an accelerated graduate management degree after pursuing their passions through their chosen baccalaureate degrees. The MSM Program layers essential management education and experience onto their undergraduate foundation.

The MSM strives to expand the perspectives of students by enhancing their knowledge of the global marketplace and challenging them to think critically about themselves, their colleagues and their work. By providing practical experiences that bring learning to life, the MSM degree from St. Catherine University will solidify students' knowledge while providing experiences that will support them as they rise above the competition in their desired careers. St. Catherine MSM graduates will be positive agents of change who are well-prepared to manage people and projects as well being equipped to lead and influence with confidence.

Mission Statement

The St. Catherine University MSM program prepares women to **lead and influence** in their chosen professions. The curriculum and experiences woven throughout the MSM are designed to advance the leadership and management skills of students, regardless of their chosen professional path.

Vision Statement

St. Catherine University Master of Science in Management program is respected globally for educating women who transform the world.

- **Integration of liberal arts and professional education:** The MSM gives students the freedom to pursue a baccalaureate education in whichever fields align with their passions and interests. By integrating professional graduate education with the liberal arts, our students will be prepared to excel in a variety of careers.
- **Scholarly inquiry and social justice:** The MSM is academically rigorous and built to challenge students to ask questions, think critically, and solve problems. In addition, the experiential elements of the program are designed to engage students with the community – leveraging their new knowledge and skills for the good of the neighbor.
- **Diversity:** We are excited about the possibilities of increasing our diversity within St. Kate's graduate programs as well as in the professional workforce. Accordingly, we seek diversity both within the student body as well as within the faculty and external partners.
- **Opportunity:** The MS in Management program is intended to open up opportunities that might not be otherwise available to our students and graduates. The intense career preparation and experiential learning, in addition to the solid management foundation, will allow students to have access to opportunities not previously available to them.
- **Integrity:** As with our other graduate business and leadership programs, the MSM strives to educate ethical, reflective, and socially

responsible leaders. These themes are evident throughout the entire curriculum.

Graduate Outcomes

The program delivers a curriculum and learning experiences to enable students to develop skills in the following areas

Sense of Self for Effective Leadership

Students will demonstrate a strong sense of self in order to effectively lead others by their ability to:

- Develop awareness of personal leadership through comprehensive self-assessment and evaluation of one's strengths and opportunities for growth
- Evaluate team member strengths and coach others to produce based on those strengths
- Demonstrate knowledge of methods of motivation, and articulate its importance to an organization's strategic vision and goals

Career Readiness

Students will demonstrate career-ready integration of management skills and processes by their ability to:

- Integrate interdisciplinary knowledge to formulate meaningful work products and recommendations
- Apply analytic, creative, financial, and operational practices in making organizational decisions
- Produce clear and focused written assignments, deliverables and work products

Confident and Persuasive Communication

Students will demonstrate confident and persuasive communication by their ability to:

- Construct and defend persuasive oral and written arguments based upon sound business logic
- Thoughtfully and respectfully provide feedback to and receive feedback from peers, instructors and colleagues
- Demonstrate cross-cultural awareness in classroom and business situations, and effectively integrate multiple perspectives into assignments and deliverables

Problem Solving and Strategy

Students will demonstrate problem solving and strategic thinking by their ability to:

- Critically analyze, evaluate, and interpret data to solve problems and identify opportunities in business.
- Utilize creative and critical thinking processes in developing and communicating recommendations and conclusions.
- Identify and propose actions that increase organizational effectiveness

Applied Learning

Students will demonstrate applied learning by their ability to:

- Critically evaluate the political, economic, social, technological, legal, and environmental implications of managerial decisions

- Evaluate business scenarios and apply interdisciplinary business knowledge for the good of the communities served
- Reflect on service learning, role plays and simulations to determine explain, compare and analyze what occurred or should have occurred

Authentic and Ethical Leadership

Students will demonstrate authentic and ethical leadership by their ability to:

- Promote diversity and multicultural understanding within an organization, and implement best practices for effectively leading and motivating a diverse group of individuals
- Identify and analyze alternative approaches to addressing ethical challenges in business and recommend effective solutions
- Demonstrate a focus on sustainability by incorporating the triple bottom line of people, planet and profit into business decisions and strategies

Degree Requirements

The Master of Science in Management degree is conferred upon candidates who have met the following requirements:

- completion of all required courses
- attainment of a minimum cumulative grade point average (GPA) of 3.0 on a 4.0 scale

Class Attendance

Regular class attendance (for in-class), or online communication (for online learning) is expected of all students. MSM classes meet on an accelerated schedule and are fast-paced and intensive. As such, students are expected to attend each face-to-face session and adhere to all online course requirements. Specific course attendance policies will be communicated by the instructor and outlined via the course learning website (D2L).

Years to Complete the Program

The MSM program must be completed within three years, but it is intended to be a one year accelerated program. This includes leave of absence and withdrawal.

Transfer of Credit

A total of six graduate-level semester credits from another regionally accredited institution(s) may be accepted at the point of admission for transfer into the MSM program, with the approval of the program director, under the following conditions:

- the course content is relevant to the MSM curriculum
- the credits were earned with a grade of B or better
- the credits were earned within the past five years

A decision on whether to grant the transfer of credit will be made as soon as possible after the request is received, but no later than the first term in which the student is enrolled.

Academic Advising

Students work with an academic advisor (MSM faculty member) to chart their academic progress and find answers to program-related questions.

MSM Articulation Program for St. Catherine Undergraduate Seniors

MSM Articulation Overview

As part of the university's articulation process, qualified students from the College for Adults or the College for Women may enroll in one to three MSM courses (2-6 credits) while completing their undergraduate degree at St. Kate's. There are two options for articulation:

Option 1: A student may choose to substitute the following undergraduate level course for the associated MSM courses¹:

- MSM 7200 Global Business will substitute for BUSI 2502 Global Business

Option 2: If a student has elective credits remaining to complete their undergraduate degree, and meets all other requirements outlined below, the student may take one to three MSM courses to count as elective credits toward their bachelor's degree.²

It is also allowable to take the course under Option 1 and up to two courses under Option 2.

Regardless of the option selected, the total number of articulated courses cannot exceed three courses (6 credits). All credits taken through the articulation program count toward undergraduate degree requirements AND MSM requirements (should the student choose to pursue the MSM in the future). Acceptance as an Articulation student does not guarantee admission into the full MSM degree program.

Eligibility

To be eligible for the MSM Articulation program, students must:

- have an institutional (St. Catherine University) cumulative GPA of 3.0 or higher;
- have completed at least 92 undergraduate semester credits by the first day of the graduate course (including 16 credits in residency);
- have at least one internship work experience;
- need elective credits in order to complete their bachelor's degree (if pursuing Option 2);
- obtain the approval of the Academic Advising Office, Undergraduate Business Administration Chair and the MSM Program Director.

Applicants will be admitted on a first-come, first-served basis. The number of articulation students is limited per graduate course based on course capacity.

Application Process

Step 1: The student should first talk to their faculty advisor about the possibility of participating in the program. The advisor and student will identify a plan for either course substitutions (for the one course allowed) or for MSM courses to count toward elective requirements.

Step 2: The student should contact the Office of Academic Advising to discuss eligibility. If it is determined that the student is eligible for consideration as an articulation student, she/he must then prepare and submit the following materials via email to the Office of Academic Advising:

- Personal statement, indicating professional background and personal goals (1-2 pages)
- Current résumé
- One brief letter of recommendation/reference from a professor or work supervisor

Step 3: Once Academic Advising has received all of the application materials, they will confirm that the student is eligible for articulation and then forward the materials to the MSM Program Director. The MSM Director will then connect with the student to determine the specific courses and timing.

All application materials should be submitted by early December in order to be considered for January, Spring or Summer MSM courses and by early July for Fall MSM courses.

Additional Considerations:

¹ Permission to substitute a graduate course for a required undergraduate course in instances where the student does not need elective credit may be obtained from the business administration department chair and student’s advisor if there is sufficient similarity in the courses.

² An MSM course may be substituted as an “upper division business elective”.

Note: Students must be registered for at least 50% of her credits in her home program. So if a student wants to be registered for 6 graduate credits she must also be registered for 6 undergraduate credits. No articulation student can be registered for only graduate credit or fewer undergraduate than graduate credits in any term.

Technology Statement

Because all classes incorporate an online component, students are expected to have a working knowledge of computer technology and access to a computer and internet connection. MSM faculty will use the Desire to Learn (D2L) platform for course work and St. Catherine University’s email system for communication with students.

Progression Policy

Students are expected to make appropriate academic progress leading to the successful completion of the MSM degree. To remain in good academic standing, students must:

- maintain a cumulative B (3.0) average
- meet specific course requirements with a minimum grade of C (2.0)
- comply with all MSM program student policies
- adhere to the MSM program’s criteria for professional behavior, personal responsibility and respect for others

Conditions for Probation

A student will be placed on probation for any of the following reasons:

- earning a cumulative GPA below 3.0
- earning a grade below C in a single course
- failing to comply with the MSM program student policies
- violating the Institution’s policy on academic integrity
- violating the Institution’s policy on student conduct

Terms of probation and requirements for removal from probation will be documented in written form with copies provided to the student and the program advisor and the program director.

Removal from Probation

A student must meet the specified written requirements to be removed from probation. At the end of the probationary term the student may

be removed from probation, placed on extended probation due to extenuating circumstances, or suspended from the graduate program.

Conditions for Program Suspension

Program suspension will result as a consequence of the following:

- not meeting the requirements of probation at the end of the probationary term
- violations of the MSM program student policies, and/or the University’s policies on academic integrity or student conduct (depending on the severity of the issue)

Readmission to the MSM Program

A student may apply for readmission after program suspension one time only. Application for readmission may be submitted after the lapse of at least one term after the term of suspension.

To be considered for readmission, the student must submit a letter to the program director explaining why he or she should be readmitted to the program. The letter must include a plan for successful completion of the program.

If readmitted, the student is automatically placed on probation with the term of probation provided in writing. Readmitted students are required to achieve a term GPA of 3.0 the first term after readmission. Failure to achieve 3.0 GPA or to comply with terms of readmission will result in dismissal from the program with no option for readmission.

Code	Title	Credits
MSM 6000	Foundations of Management	2
MSM 6100	Personal Leadership and Communications	2
MSM 6200	Business Analytics	2
MSM 6300	Decision Analysis	2
MSM 6400	Project Management	2
MSM 6500	Operations and Process Management	2
MSM 6600	Accounting for Managers	2
MSM 6700	Financial Management	2
MSM 6800	Managerial Economics	2
MSM 6900	Organizational Behavior	2
MSM 7000	Integrated Case Experience	1
MSM 7100	Career Compass 1 - The Framework for Career Exploration	1
MSM 7110	Career Compass 2 - The World of Work	1
MSM 7200	Global Business	2
MSM XXXX	Applied Industry Research Project	1
MSM 7120	Career Compass 3 - Career Bootcamp	1
MSM 7130	Career Compass 4 - Career Search Strategy and Action	1
MSM 7400	Marketing Management	2
MSM XXXX	Innovation	2
MSM 8100	Strategy	2
MSM 8200	Capstone	2
Total Credits		36