

A - New Course Proposal V. 7.2022 : Entry # 3386**DEAN Decision**

Approved

Date

10/02/2024

Is this course intracollegiate or intercollegiate?

Intracollegiate

SCHOOL EPC Decision

Approved

Date

11/15/2024

Begin Form**Today's Date**

10/01/2024

Your Name:

Bradley Venable

Your Email:bvenabl1@highpoint.edu**Are you a Department Chair?**

Yes

By checking below, I certify that my department chair has seen and approved the new course that I am proposing.

Yes

Please select the appropriate school overseeing this proposal:

Business

When should this proposal take effect?

Fall 2025

Information for the Registrar**Choose the department designator from the list below.**

MGT

A - New Course Proposal V. 7.2022 : Entry # 3386**Proposed Course Number?**

3130

Is this course cross listed?

No

Does this course replace a current course?

No

What is the title of the new course?

Training & Development

Write the catalog description of your proposed course:

Students in this course will build the skill and understanding necessary to better leverage training and development programs aimed at helping organizations be more adaptable, innovative, competitive, and successful. Major topics will include: the design, delivery and implementation of training programs, needs assessment, job analysis, aligning organizational strategy with training and development strategy, and training as competitive advantage

How many credit hours will this course be?

4

How will the course be graded?

Letter grade

Please select the course repeat option for this course:

Not repeatable for credit

What is the offering cycle for this course?

Alternate years

Does your course have any prerequisites?

Yes

Please list all prerequisites this course requires:

MGT 2220, which introduces HR topics that are covered in more depth in this course

Gen Ed and Academic Programs**Is this course part of Gen Ed?**

- No

Does this course count towards a major or a minor?

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Yes

Please list the Major / Minor and if it is Required or Elective

This course will be required for the proposed Human Resource Management minor.

Is this course part of an academic program?

- This course does not fulfill academic program requirements

Does this course include any community engagement?

No

Does this course participate in the GoGlobal Program?

No

Information for Curriculum Review**Rationale and evidence for new course's consistency with departmental mission:**

This course will compliment the various other courses taught in the Phillips School of Business that lead their graduates to jobs as Managers that will be heavily involved in training and developing their future leaders in their respective organization or industry setting. ALL businesses or organizations have a strong human resource presence and will be constantly training and developing the personnel that they currently have or that will be onboarded as new employees.

List all student learning outcomes for this course.

Students will be able to identify the knowledge, skills, abilities, and other characteristics (KSAs) required for a job or set of jobs to establish training goals and objectives.

Students will be able to distinguish among factors that facilitate or impede transfer of training to the job.

Students will be able to evaluate a training program from an established set of training criteria.

Students will be able to design and implement training programs in different contexts.

Students will be able to describe the goals of employee development and gain an exposure to various development activities.

List any units or content areas that will be required for all sections of this course.

Training
Development
Promoting within an organization
Action Plans for problematic employees
Annual performance reviews
Measuring productivity to determine improvement measures

List any assignments, tests, or other assessments that will be required for all sections of this course.

Exams
Quizzes
In-class discussions

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Group projects
Team presentations
Class participation in discussions

List any readings or other materials that will be required for all sections of this course.

Noe (2023), Training & Development, 9th ed.

List any course policies that will be required for all sections of this course.

Academic integrity
Honor code
Plagiarism
Attendance requirements
Class participation

If you would like to specify how requirements for contact hours must be met for all sections of this course, please indicate below. (e.g., if any experiential learning activities will replace seat time)

Contact hours are primarily met during class time.

Sample Syllabus

- [MGT3130-01-Fall-2025-Syllabus-amended-with-prereq-approved.docx](#)