

## Faculty Senate Course Form

Effective Date:

Submission Date:

Department:

College of:

Contact Person:

Create New, Revise, Inactivate, or Reactivate:

Course #:

### Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the New course or Changes to existing:

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

Yes

No

3. Is this course to be considered for General Education?

*If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.*

Yes

No

4. Will this course be required of any education majors?

*If "yes," this requirement will need approval of the Council for Teacher Education **before** upload to " College Curriculum Legislation" in SharePoint.*

Yes

No

5. Will additional resources or costs be required?

Yes

No

If so, what will be needed?

*PSU Faculty Senate 25-26*

6. Will any additional course fees be required (e.g. equipment, clothing, travel, licensing, etc.)?

*If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.*

Yes

No

7. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:

**Attach with upload.**

8. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:

**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Exsisting	New/Proposed
Title:		
Course Number:		
Credits:		
Grading System:		
Pre/Co-Requisite(s):		
Course Description:		

## Authorization Sign-Off

**Checklist: Check once verified.**

<input type="checkbox"/>	Required fields completed.
<input type="checkbox"/>	Syllabus attached for new courses
<input type="checkbox"/>	Assignment Strategies Attached

-Approved: Department Chair/Director

Date: \_\_\_\_\_

Signature, Chair/Director: \_\_\_\_\_

*Alexander D. Burch*

-Approved: College Curriculum Committee

Date: 1/8/26

Signature, Committee Chair: \_\_\_\_\_

*Jennifer Purvis*

-Approved: Dean of College

Date: 01/15/26

Signature, Dean: \_\_\_\_\_

*Paul W. Grimes*

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_

Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: \_\_\_\_\_

Signature, Committee Chair: \_\_\_\_\_

-Approved: Faculty Senate

Date: \_\_\_\_\_

Signature, Recorder Faculty Senate: \_\_\_\_\_

Originating Departments(s): After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.



**KELCE**  
**COLLEGE OF BUSINESS**  
Pittsburg State University

**Course Syllabus:**  
Project Management  
MGT\*560  
Room 215 Kelce  
Fall 2025

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**Instructor:** Lisa Paterni, Assistant Instructional Professor/Executive-in-Residence  
**Office:** Kelce 110 G  
**Hours:** Monday 8:00 – 9:30  
Tuesday 8:00 to 11:00 and 1:30 to 2:30  
Wednesday 8:00 to 9:30  
Thursday 8:00 to 11:00  
Also by appointment  
**Phone:** Office at PSU 620-235-6010 or Cell 620-249-3196  
**E-mail:** [mpaterni@pittstate.edu](mailto:mpaterni@pittstate.edu)

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### **TEXTBOOK**

*Project Management: A Socio-Technical Approach*, 8<sup>th</sup> edition, eBook with Connect. Authors: Erik Larson and Clifford Gray



**COURSE DESCRIPTION:** The study of project management which involves initiating, planning, executing, controlling, monitoring, and closing the work team to achieve specific goals and meet objectives within a specified time. Students will learn how to develop and monitor key performance indicators (KPIs) and milestones against project timelines.

**PREREQUISITES:** MGT 330 Management and Organizational Behavior or instructor permission

Recommended prior course completion: QBA 310 Business Analytics I



**COURSE OBJECTIVES:** After completing this course, students should be able to:

1. Define and describe the project management process (written/oral communication, business knowledge).
2. Determine how projects should be prioritized and identify any challenges that could be incurred (i.e., ethical, resources, expertise, etc.).
3. Identify what factors contribute to project success or failure, including domestic, global, and any other identifiable factors.
4. Critically evaluate and make decisions on how to orchestrate the complex network of relationships involving vendors, subcontractors, project team members, senior management, functional managers, and customers that affect project success.
5. Determine what project management system can be set up to gain some measure of control.
6. Analyze situations to determine the correct frameworks to be used for a project.
7. Use the tools associated with project management (i.e., Phase Gate Model, Project Screening Model, project network, WBS, Gantt Chart, control chart, ROI, NPV, Project Priority Evaluation Form, Status Reports, Budgets, Resource Schedule, Project Closure Checklist, etc.).
8. Comprehend key terms associated with project management (i.e., critical path, slack, scope, creep, scope statement, product life cycle, bottom-up estimating, top-down estimating, white elephant, hammock activity, contingency planning, risk mitigation, risk assessment, etc.).

**Teaching Methods**

- Lecture/PowerPoints
- In-class exercises
- Class discussions
- Application-based activities
- Small group activities
- Homework
- Cases

**CLASS ATTENDANCE:** According to the PSU University Catalog, the following statement is made: "Students at Pittsburg State University are expected to attend class regularly and participate fully in the activities of that class under the guidance of a university instructor." Tardiness is discouraged and is considered rude and inconsiderate of fellow students and the instructor.

Attendance and participation are mandatory. Failure to show up on time will negatively impact your ability to earn full credit for participation. This is a hybrid class. Students are expected to attend class as scheduled. Students are responsible for any work covered during an absence, whether due to a school function or personal reasons. For those who will be absent due to PSU-related events, please submit a schedule of those dates to your faculty sponsor or coach in advance. Each student will be allowed two (2) absences in this class. An absence is defined as non-attendance for any reason, whether illness or emergency, vacation, personal day, etc.

- First absence- No point reduction
- Second absence- No point reduction
- A third absence = **10-point** reduction from your P&P points.
- A fourth absence = additional **20-point** reduction from your P&P points.
- A fifth absence = additional **30-point** reduction from your P&P points.



- A sixth absence = **50-point** reduction from your P&P points.

**CLASSROOM CONDUCT:**

Remember to behave as a professional, whether working with clients, colleagues, or faculty. This is an opportunity for you to develop and practice the habits necessary for a successful career.

You are to be fully engaged when we meet. Thus, unless otherwise specified, electronic devices are not to be used in class—no laptops, tablets, or phones.

Classroom courtesy is expected.

- Be **on time** for class
- Remain in the classroom during class
- Refrain from passing notes, making noises, or allowing your cell phone to ring
- Cell phones/computers/tablets/earphones/AirPods/etc. should not be out/used during class unless required by the instructor
- AI shall only be used for assignments when the assignment specifically states that use of AI is acceptable. In those cases, AI use must be disclosed to the instructor. Failure to disclose the use of AI will result in a 0 on the student's assignment, and the incident will be entered into the Maxient Reporting System.
- Bring a notebook and a writing instrument to class. You are not only expected but are required to take notes and pay attention in class.

**COURSE EVALUATION METHODS:**

The Course will follow the attached Course Outline. Adjustments may be made at any time during the semester.

Grading:

Exams	300 points
Chapter Homework	160 points
Guest Speaker	15 points
Smart Books	65 points
Case Analysis	115 points

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Total 655 points plus in-class activities, quizzes, etc.

In-class activities, quizzes, etc may be assigned as needed. The expectation is that all chapters will be read before the date that the chapter is scheduled to be covered in class.

Scale:

90% to 100% = A

60% to 69% = D



80% to 89% = B  
70% to 79% = C

Below 60% = F

Exams – Exams are worth 100 points. Exams can include any of the following: True-False, Multiple Choice, Fill-in-the-blank, Short Answer, and Scenarios. More information will be provided at the exam review. All exams must be taken in our classroom during our designated class time unless permission has been approved for alternate accommodation. If you have a valid conflict/reason for not being in class on the day of an exam, notify the instructor *in advance*, in writing, that you will not be in class. You are then eligible to take the exam before the next class period. Any exam taken outside these parameters will have an automatic deduction of 10 points.

Students requiring accommodation for testing are required to take the exam on the same date and at the same time as the rest of the class. An automatic 10-point deduction will be applied for exams taken later.

Weekly Application Assignments – students will have weekly chapter application assignments for the content covered in class lectures. These assignments will be uploaded to Canvas or completed in McGraw-Hill's Connect software.

### **ACADEMIC INTEGRITY:**

All Pitt State students are bound by the academic integrity policies of the university as described and outlined in the current Syllabus Supplement. Please familiarize yourself with these rules and guidelines. In addition, as a course offered through the Kelce College of Business, students in this class are obligated to adhere to the college's Student Code of Ethics as outlined below.

Students pledge to:

- Treat fellow students, staff, faculty, administrators, and property with respect.
- Prepare assignments and exams honestly, refraining from such unacceptable conduct as plagiarism, unacknowledged appropriation of another's work, or unsanctioned use of AI in any academic work.
- Refrain from giving or receiving inappropriate assistance.
- Report observed dishonesty in connection with academic work to an appropriate faculty member or administrator.
- Contribute proactively to the learning environment and refrain from class disturbances.
- Refrain from use of profane or vulgar language in a threatening or disruptive manner.
- Arrive or log in on time, remain until dismissed at all class sessions, and notify instructors in advance of anticipated absences, late arrivals, or early departures whenever possible.
- Use electronic devices only as permitted by the instructor.
- Obey the policies, regulations, and laws of the United States of America, the State of Kansas, the Kansas Board of Regents, Pittsburg State University, and the Gladys A. Kelce College of Business.

If a student observes someone committing dishonesty in connection with academic work, the student is encouraged to report that dishonesty to the appropriate individual (faculty member or administrator).

In addition to the Kelce College Student Code of Ethics, students shall also adhere to the following guidelines:

- AI shall not be used unless approved by the instructor for any assignments/discussions/cases/etc. completed for this course.
- Any sources that are used by the student to complete an assignment/discussion/case/etc. shall be properly cited.

Failure to follow these guidelines will result in a score of 0 on the assignment/discussion/case/etc. and the incident will be reported in the Maxient Reporting System for the first occurrence. If AI is used again on an assignment/discussion/case/etc. and the use was not approved, the student will receive an F in the course, and the incident will be reported in the Maxient Reporting System.

### **STUDENTS WITH DISABILITIES:**

Please inform the instructor if you have a learning or physical disability that interferes with course requirements. Assistance and/or appropriate accommodations may be available through the Center for Student Accommodations. The coordinator can be reached at 620-235-6584 and is in 113 Axe Library.

### **SYLLABUS SUPPLEMENT:**

Additional information as it pertains to university policies and contact information can be found in the Syllabus Supplement, which is located on the Registrar's website:  
<https://www.pittstate.edu/registrar/syllabus-supplement.html>

### **NOTE:**

If classes are canceled due to inclement weather or another event, the instructor reserves the right to meet virtually, make assignments, give exams, etc. The instructor will communicate with students via CANVAS to inform students of the instructor's expectations for the class.

**The instructor reserves the right to amend and reorganize this syllabus and course outline at any time. Students will be notified if this occurs.**



## Tentative Course Outline Fall 2025

<b>Date</b>	<b>Schedule</b>
Monday, August 18, 2025	Introduction
Wednesday, August 20, 2025	Chapter 1 -Modern Project Management
Monday, August 25, 2025	Chapter 2 -Organizational Strategy and Project Selection
Wednesday, August 27, 2025	Chapter 2 - con't
<i>Monday, September 1, 2025</i>	<i>Labor Day</i>
Wednesday, September 3, 2025	Guest Speaker
Monday, September 8, 2025	Chapter 3 - Organization: Structure and Culture
Wednesday, September 10, 2025	Chapter 3 - con't
Monday, September 15, 2025	Chapter 4 - Defining the Project
Wednesday, September 17, 2025	Chapter 4 - con't
Monday, September 22, 2025	Exam # 1 Review
<b>Wednesday, September 24, 2025</b>	<b>Exam #1 - Chapters 1 - 4</b>
Monday, September 29, 2025	Chapter 5 - Estimating Project Times and Costs
Wednesday, October 1, 2025	Chapter 5 - con't
Monday, October 6, 2025	Chapter 6 - Developing a Project Schedule
Wednesday, October 8, 2025	Chapter 6 - con't
Monday, October 13, 2025	Chapter 7 - Managing Risk
Wednesday, October 15, 2025	Chapter 7 - con't
Monday, October 20, 2025	Chapter 8 - Scheduling Resources & Costs
Wednesday, October 22, 2025	Chapter 8 - con't
Monday, October 27, 2025	Exam # 2 Review
<b>Wednesday, October 29, 2025</b>	<b>Exam #2 - Chapters 5 - 8</b>

Monday, November 3, 2025	Chapter 9 - Reducing Project Duration
Wednesday, November 5, 2025	Chapter 10 - Being an Effective Project Manager
Monday, November 10, 2025	Chapter 11 - Managing Project Teams
Wednesday, November 12, 2025	Chapter 11 - con't
Monday, November 17, 2025	Chapter 13 - Progress, Performance, and Measurement
Wednesday, November 19, 2025	Chapter 13 - con't
<i>Monday, November 24, 2025</i>	<i>Fall Break</i>
<i>Wednesday, November 26, 2025</i>	<i>Thanksgiving Break</i>
Monday, December 1, 2025	Chapter 14 - Project Closure
Wednesday, December 3, 2025	Chapter 14 - con't and Exam #3 Review
<b>Monday, December 8, 2025</b>	<b>Final Exam - Chapters 9, 10, 11, 13, 14</b>

# MGT 560 Project Management

**COURSE OBJECTIVES:** After completing this course, students should be able to:

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