

BMG 66.1 Course Outline as of Fall 2009**CATALOG INFORMATION**

Dept and Nbr: BMG 66.1 Title: DECISION MAKING

Full Title: Decision Making

Last Reviewed: 1/25/2021

| Units | Course Hours per Week | | Nbr of Weeks | | Course Hours Total | |
|---------|-----------------------|-------------------|--------------|------|--------------------|-------|
| Maximum | 1.00 | Lecture Scheduled | 1.00 | 17.5 | Lecture Scheduled | 17.50 |
| Minimum | 1.00 | Lab Scheduled | 0 | 2 | Lab Scheduled | 0 |
| | | Contact DHR | 0 | | Contact DHR | 0 |
| | | Contact Total | 1.00 | | Contact Total | 17.50 |
| | | Non-contact DHR | 0 | | Non-contact DHR | 0 |

Total Out of Class Hours: 35.00

Total Student Learning Hours: 52.50

Title 5 Category: AA Degree Applicable

Grading: Grade or P/NP

Repeatability: 00 - Two Repeats if Grade was D, F, NC, or NP

Also Listed As:

Formerly:

Catalog Description:

This course provides the knowledge, skills, and tools to solve organizational problems and to make effective decisions. Topics include selecting problems, using the rational decision-making process, selling the solution, and determining your own decision-making style.

Prerequisites/Corequisites:**Recommended Preparation:**

Eligibility for ENGL 100 or ESL 100

Limits on Enrollment:**Schedule of Classes Information:**

Description: This course provides the knowledge, skills, and tools to solve organizational problems and to make effective decisions. Topics include selecting problems, using the rational decision-making process, selling the solution, and determining your own decision-making style. (Grade or P/NP)

Prerequisites/Corequisites:

Recommended: Eligibility for ENGL 100 or ESL 100

Limits on Enrollment:

Transfer Credit: CSU;

Repeatability: Two Repeats if Grade was D, F, NC, or NP

ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:

| | | | |
|----------------------|----------------------|----------------------|-----------|
| AS Degree: | Area | Effective: | Inactive: |
| CSU GE: | Transfer Area | Effective: | Inactive: |
| IGETC: | Transfer Area | Effective: | Inactive: |
| CSU Transfer: | Transferable | Effective: Fall 1998 | Inactive: |
| UC Transfer: | | Effective: | Inactive: |

CID:

Certificate/Major Applicable:

Certificate Applicable Course

COURSE CONTENT

Outcomes and Objectives:

Upon completion of the course, students will be able to:

1. Evaluate and select situations (problems) needing the problem-solving and decision-making process.
2. Define the problem and create a problem statement.
3. Generate alternative solutions and decide on the best solution.
4. Construct an action plan.
5. Justify the solution.
6. Determine their own decision-making style and explain its consequences.

Topics and Scope:

1. Problem selection.
2. Defining the problem: creating a problem-statement.
3. Alternative solutions.
 - A. Brainstorming solutions.
 - B. Pro-and-con or force-field analysis.
4. Action plan.
 - A. Steps to implement a solution.
 - B. Prioritizing steps.
 - C. Henry Gantt's control systems chart.
 - D. Program Evaluation and Review Techniques (PERT) chart.
5. The solution.
 - A. Consequence analysis by cost and waste.
 - B. Solution analysis by cost and improvement.
6. Decision-making styles.
 - A. Intellectual.
 - B. Conflict types.
 - C. Pros and cons of your style.

Assignment:

1. In-class written assignments.
2. Homework.
3. Group activities.
4. Role-playing.
5. Workbook exercises.
6. Case studies.
7. Skill demonstrations.
8. Participation in classroom activities.
9. Examination(s).

Methods of Evaluation/Basis of Grade:

Writing: Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

Written homework, In-class written assignments, short essay question

Writing
25 - 35%

Problem Solving: Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

Problem-solving in groups, workbook exercises

Problem solving
20 - 25%

Skill Demonstrations: All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

Class performances, Role playing

Skill Demonstrations
20 - 40%

Exams: All forms of formal testing, other than skill performance exams.

Multiple choice, True/false, Short essays

Exams
1 - 20%

Other: Includes any assessment tools that do not logically fit into the above categories.

Participation in classroom activities

Other Category
10 - 30%

Representative Textbooks and Materials:

Instructor-prepared materials.

Hammond, Keeney and Raiffa. SMART CHOICE: A PRACTICAL GUIDE TO MAKING BETTER DECISIONS, HBS Press, 1999, (classic text for the field).