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WBUonline

School of Business

# 2. UNIVERSITY MISSION STATEMENT

Wayland Baptist University exists to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success, and service to God and humankind.

# 3. COURSE NUMBER & NAME:

MGMT 6021VC01, Capstone Comprehensive Exam (Part I)

# **4. TERM**:

Spring, 2020

# **5. INSTRUCTOR**:

Dr. Jan Jones

# **6. CONTACT INFORMATION**:

Office (cell) phone: 270-227-9445

WBU Email: jonesj@wbu.edu

# **7. OFFICE HOURS, BUILDING & LOCATION**:

Monday – Friday: 10:00 a.m. – 4:00 p.m. (Central)

# **8. COURSE MEETING TIME & LOCATION**:

Online

# **9. CATALOG DESCRIPTION**:

Successful completion of Part II of the comprehensive examination for the Doctor of Management Program. To pass this class the student must earn an 80% or better on the exam. Failure of this exam will require the student to retake this course. A second failure will result in removal from the program. Note: Credit/No Credit

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# 10. PREREQUISITE:

# **11. REQUIRED TEXTBOOK AND RESOURCE MATERIAL**:

# 12. OPTIONAL MATERIALS

# **13. COURSE OUTCOMES AND COMPETENCIES**:

* Successfully complete Part I of the Comprehensive Exam.

# 14. ATTENDANCE REQUIREMENTS:

As stated in the Wayland Catalog, students enrolled at one of the University’s external campuses should make every effort to attend all class meetings. All absences must be explained to the instructor, who will then determine whether the omitted work may be made up. When a student reaches that number of absences considered by the instructor to be excessive, the instructor will so advise the student and file an unsatisfactory progress report with the campus executive director. Any student who misses 25 percent or more of the regularly scheduled class meetings may receive a grade of F in the course. Additional attendance policies for each course, as defined by the instructor in the course syllabus, are considered a part of the University’s attendance policy.

# **15. STATEMENT ON PLAGIARISM & ACADEMIC DISHONESTY**:

Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

# **16. DISABILITY STATEMENT**:

In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291-3765. Documentation of a disability must accompany any request for accommodations.

# **17. COURSE REQUIREMENTS and GRADING CRITERIA**:

**Part II of the Comprehensive Exam requires the completion of a paper which addresses content from the Human Resource Management areas that are covered during Terms 4 through 6.**

**Requirements for the exam:**

1. Prepare a 15 – 20 page paper that provides a comprehensive response to the exam question.
2. Papers should conform to APA format.
3. Support each response with a minimum of 15 peer-reviewed sources that directly address the question topic(s).

**Grading Criteria:**

**Using the Comprehensive Exam Grading Rubric, each full-time doctoral faculty member individually will evaluate each exam. An average of all evaluations will be compiled to determine the final assessment. Grading is done on a pass/fail basis. At least an 80% must be achieved to pass.**

**If a student fails to pass the exam, the exam (either in part or in total) must be retaken. A second failure will result in removal from the program.**

**17.1 Include Grade Appeal Statement:** “Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs/Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.”

# 18. TENTATIVE SCHEDULE

# 19. ADDITIONAL INFORMATION

The “Scoring Rubric for Doctorate of Management Comprehensive Exam” will be used to evaluate the exam. A copy of this is provided within the course.