

Course Outline for: BUSN 1145 Supervision**A. Course Description:**

1. Number of credits: 3
2. Lecture hours per week: 3
3. Prerequisites: None
4. Corequisites: None
5. MnTC Goals: None

Supervising people for the first time can be extremely challenging. Moving from an employee who executes the decisions of others to being the one who must make decisions and manage those who implement them is a significant leap in responsibility. Students will explore the core theories that guide the interactions between supervisor and subordinate in terms of performance, discipline, and motivation. Through case studies and discussion using real-world examples, students will examine the impact of various skills and techniques on successful interactions and motivation of their teams. These skills form the foundation to be effective managers as first-time supervisors.

B. Date last reviewed/updated: December 2024**C. Outline of Major Content Areas:**

1. Managerial Functions
2. Supervisory Planning
3. Supervising a Diverse Workforce
4. Leadership
5. Communication and Motivation
6. Problem Solving and Decision Making
7. Organization
8. Building and Managing Effective Teams
9. Managing Performance
10. Resolving Conflict
11. Discipline

D. Course Learning Outcomes:

Upon successful completion of the course, the student will be able to:

1. Define the functions of management.
2. Explain the general guidelines for supervising a diverse workforce.
3. Discuss the importance of leadership at the supervisory level.
4. Explain how to use motivational theory to manage the performance of others.
5. Apply how to apply various decision-making styles to resolve problems.
6. Describe the elements of talent management (e.g., hiring, training, performance management)
7. Examine the approaches to conflict-resolution.

E. Methods for Assessing Student Learning:

Methods for assessment may include, but are not limited to, the following:

1. Online discussions
2. Quizzes
3. Tests
4. Written Exercises
5. Simulations
6. Projects

F. Special Information:

None