

MNGT 115

Seminar in Supervisory Problems

3 Credits

Community College of Baltimore County
Common Course Outline

Description

Management 115 – Seminar in Supervisory Problems: is a course in which students will analyze and solve specific types of technical and personnel problems encountered primarily by front-line supervisors. Students will use a case study/problem approach in addressing supervisory problems.

Overall Course Objectives

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

1. identify the steps in the 7-step problem solving technique;
2. apply the steps in the 7-step problem solving technique;
3. develop a statement of problem;
4. analyze case studies for decision making;
5. construct solutions to supervisory problems;
6. examine ethics in dealing with supervisory decisions;
7. identify the laws impacting supervisory actions and decisions;
8. discuss the significance of diversity in solving supervisory problems;
9. explain the importance of technology in addressing supervisory problems;
10. address the current status of drug use in the workplace;
11. identify currently accepted supervisory principles in solving problems; and
12. apply currently accepted supervisory principles in solving problems.

Major Topics

- I. Role of the Supervisor
- II. Organizational conflict
- III. Ethics and social responsibility
- IV. Decision making and problem solving
- V. Complying with the Equal Employment Opportunity
- VI. Orientation, employee training and development
- VII. Appraising and improving employee performance
- VIII. Employee health and safety
- IX. Alcoholism and drug abuse in the workplace
- X. Diversity in the workplace

Course Requirements

Grading will be determined by the individual faculty member, but shall include the following, at minimum:

- five case study problems

The Common Course Outline (CCO) determines the essential nature of each course.

For more information, see your professor's syllabus.

- three tests
- one research project

Written assignments and research projects: Students are required to use appropriate academic resources in their research and cite sources according to the style selected by their professor.

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