



Effective 2013/2014

Career Cluster ►



Career Pathway ►

General Management

**SUPERVISORY MANAGEMENT**

(10-196-1)

Associate of Applied Science Degree  
Most Courses Offered at Elkhorn  
and Racine Campuses & Online

<sup>Δ</sup> Suggested Sequence	✓	Course Number	Course Title	Requisites	Credits	Hrs/Wk Lec - Lab
Semester 1		196-153 *	Supervisory Mgmt. Orientation		1	1-0
		196-137 *	Certified Service Specialist		3	3-0
		196-190 *	Leadership Development		3	3-0
		196-191 *	Supervision		3	3-0
		801-136	English Composition 1	Prereq: 831-103 (See Note 2)	3	3-0
Semester 2		196-134 *	Legal Issues for Supervisors	Prereq: 196-193	3	3-0
		196-169 *	Diversity and Change Management		3	3-0
		196-193 *	Human Resource Management		3	3-0
		804-123	Math with Business Applications	Prereq: 834-109 (See Note 2)	3	3-0
Semester 3		196-136 *	Safety in the Workplace		3	3-0
		196-189 *	Team Building and Problem Solving		3	3-0
		196-192 *	Managing for Quality		3	3-0
		801-198	Speech	Prereq: 838-105 (See Note 2)	3	3-0
Semester 4		196-168 *	Organizational Development		3	3-0
		809-198	Psychology, Introduction to	Prereq: 838-105 (See Note 2)	3	3-0
		809-196	Sociology, Introduction to	Prereq: 838-105 (See Note 2)	3	3-0
		Take 3 credits from the list in Note 1.			3	
Semester 5		101-112	Accounting for Business		3	3-0
		196-138 *	Management for Supervisors Capstone		2	2-0
		196-188	Project Management	Prereq: 196-189	3	3-0
		102-138	BIZ Internship	Prereq: 196-189	3	0-0-0-12
		809-166	Ethics: Theory & Applications, Intro to	Prereq: 838-105 (See Note 2)	3	3-0
		809-195	Economics		3	3-0
		809-143	Microeconomics	Prereq: 838-105 (See Note 2)	3	3-0
	809-144	Macroeconomics		3	3-0	
Electives		<b>Take 6 elective credits. Any associate degree level course may be taken as an elective.</b>			6	
		<b>Suggested Electives:</b> 104-101 Marketing Principles (3 Cr) 196-164 Personal Skills for Supervisors (3 Cr)				
<b>Program Total Required</b>					<b>69</b>	

<sup>Δ</sup> Courses may be taken out of suggested sequence as long as requisites have been met.



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**PROGRAM DESCRIPTION**

*Supervisory Management* provides opportunities for those interested in acquiring or improving managerial/supervisory skills. The curriculum provides a blend of human relations and management development disciplines. This background enables the supervisor or manager to better understand how to attain organizational goals through the positive motivation of employees. Emphasis is placed on the "how-to-approach" which allows the instruction to be transferred from the classroom to the job.

**PROGRAM LEARNING OUTCOMES**

**Graduates of the Supervisory Management Associate Degree Program should be able to:**

1. Demonstrate oral and written communication skills essential for effective supervision.
2. Show supervisory leadership skills.
3. Apply computer software/hardware to supervisory functions in the work place.
4. Develop, appraise, and motivate employee performance.
5. Use decision-making and problem solving skills in a team setting.
6. Plan and perform human resource activities.

**CORE ABILITIES**

Gateway believes students need both technical knowledge and skills and core abilities in order to succeed in a career and in life. The following nine core abilities are the general attitudes and skills promoted and assessed by all Gateway programs. All Gateway graduates should be able to:

- |  |   |
|--|---|
| 1. Act responsibly                     | 6. Respect themselves and others as a member of a diverse community |
| 2. Communicate clearly and effectively | 7. Think critically and creatively                                  |
| 3. Demonstrate essential comp. skills  | 8. Work cooperatively   |
| 4. Demonstrate essential math skills   | 9. Value learning   |
| 5. Develop job seeking skills          |   |

**ADMISSION REQUIREMENTS**

1. Students must submit an application & \$30 fee.
2. Students must complete reading, writing, math, and computer skills placement assessments.
3. Students must submit official high school, GED, or HSED transcript.

**GRADUATION REQUIREMENTS**

1. 69 Credits with an average of 2.0 or above.
2. \*Average of 2.0 ("C") or above for these major courses.

*For a complete list of Graduation Requirements check the Student Handbook.*

**NOTES**

1. Choose 3 credits from the following courses: 103-102; 103-109; 103-112; 103-110 or 103-143.
2. A satisfactory placement test score (or successful remediation) is required prior to enrollment. See an advisor for details.
3. Enrollment for this program is intended for people currently employed in a position closely related to Supervisory Management or who wish to acquire skills to become a supervisor.
4. Any course may be taken prior to entry in the program, assuming prerequisites and corequisites have been satisfied (or waived with department approval).

**OTHER INFORMATION**

Gateway Technical College reserves the right to modify curriculum requirements for students who interrupt enrollment for a period of two years or take over seven years to complete. Tuition and material fees are determined by the board of the Wisconsin Technical College System. Consult the Master Class Schedule for exact fee amounts. Occasionally, the District may offer a particular course out of published sequence. By doing so, the District does not obligate itself to offer succeeding courses out of published sequence.

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You may call Student Services at 1-800-247-7122 for additional information.  
For a complete list of course descriptions (and possible online courses) for this program, please consult Web Advisor on our web page at [www.gtc.edu](http://www.gtc.edu).

My advisor is \_\_\_\_\_ . My advisor's contact information is \_\_\_\_\_ .