

Supervisory Management

Associate of Applied Science (AAS) Degree

Technical Requirements..... 45

General Education/MnTC 15

Total Credits 60

Program Information

The Anoka Technical College Associate of Applied Science (AAS) degree in Supervisory Management is a 60-credit program that includes certificates in Supervisory Leadership, Human Resource Development and Quality Supervision. The certificates are the building blocks of the AAS degree. Each certificate can stand alone or the three certificates can be combined with 15 general education credits, for a total of 60 credits needed for the AAS degree. The certificate and degree requirements are listed.

Prerequisites

Some courses may require appropriate test score or completion of basic math, basic English and/or reading courses with a “C” or better.

Graduation Requirements

All Anoka Technical College students seeking an Associate of Applied Science (AAS) degree, diploma or certification must meet the grade-point average (GPA) of 2.0 or higher. Please contact your advisor for any further program graduation requirements.

Transfer Opportunities

To see how credits from this program may transfer into other Anoka Technical College programs or into a program at another college, visit:

- [Minnesota Transfer](http://www.mntransfer.org/students/plan/s_agreements.php?numResults=25&archive=false&from_inst=70&from_prog=&to_inst=&Search=Search): (www.mntransfer.org/students/plan/s_agreements.php?numResults=25&archive=false&from_inst=70&from_prog=&to_inst=&Search=Search)
- [Anoka Technical College transfer student](http://www.anokatech.edu/BecomeStudent/Transfers.aspx): (www.anokatech.edu/BecomeStudent/Transfers.aspx)

Industry Information

The supervisory field covers all areas of the private and public sector. Business and industry consistently seek out qualified employees who can move into the supervisory ranks. Anoka Technical College’s Supervisory Management program prepares individuals to perform successfully as supervisors.

Wage/Outlook/Advancement

Wage information is available from the [Minnesota Department of Employment and Economic Development](http://mn.gov/deed/job-seekers/job-outlook/index.jsp) (http://mn.gov/deed/job-seekers/job-outlook/index.jsp).

Technical Education: 45 Credits

Human Resources Development Certificate 15

- SMGT 1612 Human Resources Management 3
- SMGT 1614 Performance Management 3
- SMGT 1616 Employment Law 2
- SMGT 1618 Employee Training & Coaching 3
- SMGT 1620 Work Teams & Facilitation Skills 2
- SMGT 1622 Field Study II 2

Quality Supervision Certificate 16

- SMGT 1624 Quality Tools & Creativity 3
- SMGT 1626 Management of Safety 2

- SMGT 1628 Documentation/Written Communication Skills .. 2
 - SMGT 1630 Field Study III 2
 - SMGT 2600 Accounting for Non-Financial Managers 2
 - SMGT 2602 Project Management/Problem Solving 3
 - SMGT 2604 Leadership Development 2
- Supervisory Leadership Certificate..... 14**
- SMGT 1600 Management Education Planning 2
 - SMGT 1602 Supervision Fundamentals 3
 - SMGT 1604 Interpersonal Skills/Customer Service 2
 - SMGT 1606 Managing Change & Conflict 2
 - SMGT 1608 Personal Leadership 3
 - SMGT 1610 Field Study I 2

General Education/MnTC Requirements: 15 Credits

Fifteen (15) general education credits of Minnesota Transfer Curriculum (MnTC) are required. Student is required to select classes from three or more MnTC goal areas.

- General Education/MnTC Courses..... 15
- Refer to Anoka Technical College website for a list of MnTC courses and goal areas.

Also see: Human Resources Development certificate, Supervisory Leadership certificate and Quality Supervision certificate

Start Dates

- Fall Semester..... August
- Spring Semester January

Faculty Contact

- [Nick Hockert](#)..... 763-576-4195
- [Frank Plachecki](#)..... 763-576-4157

For information on how to apply, to schedule a tour, or for service during summer hours, contact Enrollment Services at 763-576-7710 or EnrollmentServices@anokatech.edu

Sample Program Sequence

*Courses are only offered certain semesters.

*Fall Semester	*Spring Semester
SMGT 1600..... 2	SMGT 1606..... 2
SMGT 1602..... 3	SMGT 1608..... 3
SMGT 1604..... 2	SMGT 1610..... 2
SMGT 1612..... 3	SMGT 1616..... 2
SMGT 1614..... 3	SMGT 1618..... 3
SMGT 1622..... 2	SMGT 1620..... 2
SMGT 1624..... 3	SMGT 1628..... 2
SMGT 1626..... 2	SMGT 1630..... 2
SMGT 2600..... 2	SMGT 2602..... 3
	SMGT 2604..... 2

