

COURSE SYLLABUS
Southeast Missouri State University

Department of Industrial & Engineering Technology

Course No: IM603

Title of Course: Industrial Supervision in a Diverse Workplace

New: Spring 2000

- I. Catalog Description and Credit Hours of Course: The role(s) and knowledge required for managers to effectively supervise, interact, communicate, and motivate employees of various demographics in current work environments. (3 credit hours)
- II. Prerequisite (s): Admission to Graduate Program, IM-419 or Equivalent
- III. Purpose or Objectives of the course: Upon completion of this course, the students should be able to:
 - A. develop critical thinking and advanced leadership skills.
 - B. interpret international competition and its effects on the workforce.
 - C. utilize decision-making skills appropriate for team-based organizations.
 - D. explain the global nature of private enterprise and its impact on the workforce demographics.
 - E. display communication skills to meet the demands of multicultural organizations.
- IV. Expectations of Students:
 - A. Class attendance and participation are strongly encouraged.
 - B. Students are required to read the assigned chapters for discussion.
 - C. Students are required to research relevant topics and compose well-documented and properly referenced reports.
 - D. Students will complete all assignments in a timely fashion.
- V. Course Content or Outline (Weeks): At least one week of class time will be given to each of the following topics:
 - A. Workforce 2000/2020 (1-2)
 - B. Working with Women (3)

- C. Effective Leadership (4)
- D. Self-Directed Teams (5)
- E. Ethical Decision Making (6)
- F. Training (7)
- G. Acknowledging Diversity (8)
- H. Objective Disciplining (9)
- I. Human Motivation (10)
- J. Interacting with Labor Unions (11)
- K. Embracing Technology (12)
- L. Dealing with Office Politics (13)
- M. Multicultural Communication (14)
- N. Coping with Employee Problems (15)
- O. Final (16)

VI. Textbook (s) and/or Other Required Materials or Equipment:

Greer, C. R. & Plunkett, W. R. (2000). Supervision: Diversity and Teams in the Workplace (9th ed.).

VII. Basis for Student Evaluation: Students' evaluations are based upon the following:

- A. Written Exams (50%)
- B. Projects (30%)
- C. Papers, Presentations, other assignments (20%)
- D. Grading scale:
 - 1. 90 - 100 = A
 - 2. 80 - 89 = B
 - 3. 70 - 79 = C
 - 4. Below 70% = F

VIII. Disabilities Statement: If you have special needs addressed by the Americans With Disabilities Act and need course materials in an alternative format, notify your course instructor immediately. Reasonable efforts will be made to accommodate your special needs.