

MC Management is a cohort program designed to help current supervisors and managers develop their skills and competencies, so they manage their employees and work strategically rather than reactively. Participants emerge with new knowledge and a common set of skills and abilities that aid in a consistent manner of managing people at MC. Manage yourself, manage others, and manage within the MC system.

The online program is open to those who supervise at least one regular employee for whom they are responsible for disciplinary actions and annual performance evaluations. This definition includes traditional managers, supervisors, academic department chairs, deans, and administrators. Shift leads are not included in this group, and it is suggested they participate in the Management Learning Pathway or the Fundamentals of Supervision cohort. While not a requirement, all supervisors are encouraged to complete MC Management.

In addition to the classes, participants engage in experiential learning. In small groups, they visit a department that works directly with students. They spend time with the manager learning about the department's priorities and discussing how the department impacts student success. The participants submit a report of their findings afterward.

Note that full participation is expected as a requirement for completion. Only one absence is accepted. Additional absences require the participant to return next year to make up the missed classes.

October 4	Orientation	8:45 a.mnoon	Zoom
October 11, 24-25	SDI: Results through Relationships	8:45 a.mnoon	Zoom
November 7-8	Emotional Intelligence	8:45 a.mnoon	Zoom
December 5-6	Building a Team	8:45 a.mnoon	Zoom
January 31	Managing a Global Workforce	8:45 a.m4:15 p.m.	122 Mannakee
February 20	The Law of the Workplace	8:45 a.m4:15 p.m.	122 Mannakee
February 27-28	Coaching Your Staff	8:45 a.mnoon	Zoom
March 27-28, April 3-4,10	Crucial Conversations	8:45 a.mnoon	Zoom
April 11	What's Your Conflict Style?	8:45 a.mnoon	122 Mannakee
April 30-May 1 (W-R)	Problem-Solving and Decision-Making	8:45 a.mnoon	Zoom
May 8	Graduation Celebration	9:30 a.m2 p.m.	122 Mannakee

Attendance at the first two classes, listed in italics, is mandatory. Please do not apply if you cannot attend on October 4, 11, 24, and 25.

Additional time commitments:

• A field trip where a small group of participants visits the worksite of an MC Management alumni to gain perspective and discuss managerial challenges.

The application, available in Workday, is due by **Thursday**, September 26.

For more information, contact Cynthia Mauris, Training and Development Coordinator.

