COMMON COURSE OUTLINE: Course discipline/number/title: SMGT 1140: Managing Change

A. CATALOG DESCRIPTION
   1. Credits: 1
   2. Hours/Week: 1
   3. Prerequisites (Course discipline/number): None
   4. Co-requisites (Course discipline/number): None
   5. MnTC Goals (if any): NA

   This course provides students with tools and techniques to keep pace with the rapid and dramatic changes in the workplace today. In order to survive, supervisors must be prepared to anticipate and benefit from change in their work and personal lives. Students will learn to become a change leader by effectively identifying and overcoming resistance to change by creating a work environment where change is expected and viewed as positive.

B. DATE LAST REVISED (Month, year): November, 2001

C. OUTLINE OF MAJOR CONTENT AREAS:
   This course will focus on providing students with the tools necessary to lead their work groups through the change process. Students will create a personal managing change action plan as one of the required course outcomes. Recommended entry skills/knowledge: Reading and writing at the college level is encouraged.

   1. Elements of the change process
   2. Resistance to change
   3. Change theories
   4. Benefits of change
   5. Resistance to change
   6. Change-agent strategies
   7. Personal managing change action plan
   8. Leadership during change

D. LEARNING OUTCOMES (GENERAL): The student will be able to:
   1. Discuss change theories, elements of the change process, benefits to change, why people resist change and how to overcome resistance.
   2. Understand the role of leadership during change and identify change agent strategies.
   3. Write a personal managing change action plan.

E. LEARNING OUTCOMES (MNTC): NA

F. METHODS FOR EVALUATION OF STUDENT LEARNING:
   1. Workbook/text assignments.
   2. Group Activities
   3. Individual Projects
   4. Application Papers

G. SPECIAL INFORMATION (if any): None