

Course discipline/number/title: SMGT 1225: Team Building and Facilitation Skills

- A. CATALOG DESCRIPTION
1. Credits: 3
  2. Hours/Week: 3
  3. Prerequisites (Course discipline/number): None
  4. Other requirements: None
  5. MnTC Goals (if any): NA
- B. COURSE DESCRIPTION: This course focuses on strategies to build and lead effective work teams. Students will learn tools and techniques in building strong teams, leading, and facilitating productive meetings, and resolving conflicts. Focus will be placed on how to build and maintain synergism in relationships among work groups and internal partnerships as well as learning the practical application of skills necessary for a supervisor to plan, prepare, conduct, and evaluate productive meetings.
- C. DATE LAST REVISED (Month, year): February, 2022
- D. OUTLINE OF MAJOR CONTENT AREAS:
1. The role of teams in organization
  2. Team development theories and models
  3. Building internal partnerships
  4. Managing effective team meetings
  5. Assessment of team effectiveness
  6. Supervisor's role in leading effective teams and meetings
- E. LEARNING OUTCOMES (GENERAL): The student will be able to:
1. Develop the business case for teams as an element of implementing an organization's mission and strategic goals.
  2. Assess theories and models of team development.
  3. Compare and contrast strategies to develop strong teams and internal partners.
  4. Apply assessment methods to evaluate team and meeting effectiveness.
  5. Examine effective meeting strategies and methods.
  6. Identify the role of the supervisor in leading effective teams and meetings.
- F. LEARNING OUTCOMES (MNTC): NA
- G. METHODS FOR EVALUATION OF STUDENT LEARNING: Methods may include but are not limited to:
1. Written assignments
  2. Exams and quizzes
  3. Portfolio of projects
  4. Presentations
  5. Participation
- H. RCTC CORE OUTCOME(S). This course contributes to meeting the following RCTC Core Outcome(s): Critical Thinking. Students will think systematically and explore information thoroughly before accepting or formulating a position or conclusion.
- I. SPECIAL INFORMATION (if any): None