Bossier Parish Community College
Master Syllabus

Course Prefix and Number: HCM 203  Credit Hours: 3-3-0

Course Title: Supervision

Course Prerequisites: None

Textbook: Supervision: Setting People Up for Success. Please refer to the BPCC bookstore for the edition required during your semester of enrollment.

Course Description: Consideration of the supervisor and relations with subordinates, colleagues, superiors, unions, and society. Managerial aspects of the first level supervisory position regardless of technical specialties, business or non-business, are emphasized.

Learning Outcomes: By the completion of this course, students will have:
A. Demonstrated their analytical and critical thinking skills.
B. Demonstrated their ability to identify the supervisor’s role within multiple organizational structures.
C. Generated alternative supervisory responses to varying situations based on existing and emerging theory and models.
D. Justified their positions concerning selected supervisory issues and techniques.

To achieve the learning outcomes, the student will (The letter designations at the end of each statement refer to the learning outcome(s).)
1. Compare and contrast the supervisory responsibilities and skill needed within a small and large organization (A and B);
2. Identify the advantages and disadvantages of groups and teams within selected organizations (A, B, and C);
3. Distinguish a healthcare organizations policies from their practices and compare them to the current law (A, B, and C);
4. Identify situations in which delegation is appropriate and predict how accountability is understood in practice (A, B, and C);
5. Compose positions on selected human resource techniques and various alternatives a supervisor can employ in different types of organizations (A, B, C, and D); and
6. Apply and review different ethical responses and their impact on the employees, supervisor, and other organizational stakeholders. (A, B, and C).

Course Requirements:
A. Class attendance (see the student handbook for attendance policies)
B. Students are required to use our LMS and are encouraged to use the BPCC Library to research healthcare management topics and employment opportunities.

Course Grading:
A. Letter grades will be assigned based on a ten point grading scale (90-100 = ‘A’, 80-89=’B’, 70-79=’C’, 60-69=’D’, 0-59=’F’).
B. Although Instructors may give other assignments, they will administer at least four tests, two writings, and a comprehensive final examination.

Revised: January 01, 2016
Attendance Policy: The college attendance policy is available at http://www.bpcc.edu/catalog/current/academicpolicies.html

Course Fees: (none)

Nondiscrimination Statement: Bossier Parish Community College does not discriminate on the basis of race, color, national origin, gender, age, religion, qualified disability, marital status, veteran's status, or sexual orientation in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of its operations. Bossier Parish Community College does not discriminate in its hiring or employment practices.

Title VI, Section 504, and ADA Coordinator
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Equity/Compliance Coordinator
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