



Supervisory Management Program Description(s)

Industry Description

The supervisory field covers all areas of the private and public sector. Business and industry consistently seek out qualified employees who can move into the supervisory ranks. Anoka Technical College's Supervisory Management program prepares individuals to perform successfully as supervisors.

Wages/Outlook/Advancement

Wage information is available from the Minnesota Department of Education and the [Minnesota Department of Employment and Economic Development](#)

Program Description

The Supervisory Management program includes an AAS degree in Supervisory Management as well as certificates in Supervisory Leadership, Human Resource Development and Quality Supervision. The certificates are the building blocks of the AAS degree. Each certificate can stand alone or when you combine the three certificates along with 19 general education credits, you will have the total of 64 credits needed for the AAS degree. The Certificate and Degree requirements are listed.

IMPORTANT ACCUPLACER Test Requirement: ACCUPLACER testing in math, reading and writing. Any needed developmental courses must be completed before receiving a diploma or an A.A.S. award.

Program Essentials

Length of Program

Certificate(s)	14-16 credits
Associate of Applied Science	64 credits

Start Dates

Fall Semester	August
Spring Semester	January

Program Contact

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For information on how to apply or to schedule a campus tour please contact the [Admissions Office](#), Phone (763) 576-4850, E-mail info@anokatech.edu

**Supervisory Leadership
Certificate 14 Credits**

Technical Education		14 Credits
SMGT1600	Management Education Planning	2
SMGT1602	Supervision Fundamentals	3
SMGT1604	Interpersonal Skills/Customer Service	2
SMGT1606	Managing Change & Conflict	2
SMGT1608	Personal Leadership	3
SMGT1610	Field Study I	2

**Human Resource Development
Certificate 15 Credits**

Technical Education		15 Credits
SMGT1612	Human Resource Management	3
SMGT1614	Performance Management	3
SMGT1616	Employment Law	2
SMGT1618	Employee Training & Coaching	3
SMGT1620	Work Teams and Facilitation Skills	2
SMGT1622	Field Study II	2

**Quality Supervision
Certificate 16 Credits**

Technical Education		16 Credits
SMGT1624	Quality Tools & Creativity	3
SMGT1626	Management of Safety	2
SMGT1628	Documentation/Written Communication Skills	2
SMGT1630	Field Study III	2
SMGT2600	Accounting for Non-Financial Managers	2
SMGT2602	Project Mgt/Problem Solving	3
SMGT2604	Leadership Development	2

**Supervisory Management
Associate of Applied Science 64 Credits**

General Education 19 Credits

Nineteen general education credits of Minnesota Transfer Curriculum are required. You must select classes from three or more goal areas. Refer to ATC website for a list of the Minnesota Transfer Curriculum and their goal areas: [MN Transfer Curriculum](#)

Technical Education	45 Credits
The technical education courses from the Supervisory Leadership certificate AND	14
The technical education courses from the Human Resource Development certificate AND	15
The technical education courses from the Quality Supervision certificate	16