



MC Management 2019-2020

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 in a strategic, rather than reactive, way. 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 program consists of eight day-long classes during the academic year and 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 and 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. While not a requirement, completion of MC Management is encouraged for all supervisors.

In addition to the classes, participants will form small groups and visit a campus site that works directly with students to have a discussion with the manager on how their work impacts student success. A discussion of these field trips will be held on the last class date. Applications are due by **September 6**.

FY20 Class Schedule

Date	Class
September 26	Orientation and Your Management Style
October 10	Emotional Intelligence
November 7	Building and Sustaining a Team
December 5	Managing a Global Workforce
January 9	The Law of the Workplace
February 6	Managing Conflict
February 27	Coaching Your Staff
March 12	Decision-making Strategies Graduation Luncheon Student Success Discussion
March 26	Hold for any class that might have been cancelled due to weather or facilitator illness.
Late Fall-Early Spring	Field trips to MC departments

For more information, contact Cynthia Mauris, Training and Development Coordinator, 240-567-4278. Use MC LEARNS-cohort programs to obtain an application. Classes are Thursday, 8:45 a.m.-4:15 p.m.