

Course	MNGT 5500 Professional Seminar: Personal Strategy for Navigating Change
Term	Fall 1, 2009
Instructor	Name: Wally Lovett Phone: 816-921-4234 Email: lovettwa@earthlink.net or lovettwa@webster.edu
Catalog Description	This course addresses skills not normally covered extensively in a management/supervisor class. This course addresses skills that are used or should be used, but at times are taken for granted and at times are not applied in a professional and/or an effective manner.
Prerequisites	None
Course Level Learning Outcomes	Students will understand the following: <ul style="list-style-type: none"> • How to deal with your responses to change • Assess and understand the reasons for change • Work effectively with others who resist change • Take positive action and get others involved in making the change successful. • Getting employees involved in the Decision-Making process
Course Materials	Instructor will provide any needed materials.
Grading	To be discussed first meeting. <p>The GRADUATE catalog provides these guidelines and grading options:</p> <ul style="list-style-type: none"> • A/A- Superior graduate work • B+/B/B- Satisfactory graduate work • C Work that is barely adequate as graduate-level performance • CR Work that is performed as satisfactory graduate work (B- or better). A grade of "CR" is reserved for courses designated by a department, involving internships, a thesis, practicums, or specified courses. • F Work that is unsatisfactory • I Incomplete work • ZF An incomplete which was not completed within one year of the end of the course. ZF is treated the same as an F or NC for all cases involving G.P.A., academic warning, probation, and

dismissal.

- **IP** In progress
- **NR** Not reported
- **W** Withdrawn from the course

Activities

- Case studies
- Problem solving
- Key actions
- Group Analysis Sessions
- Videos

**Policy Statements:
University Policies**

University policies are provided in the current course catalog and course schedules. They are also available on the university website. This class is governed by the university's published policies. The following policies are of particular interest:

Academic Honesty

The university is committed to high standards of academic honesty. Students will be held responsible for violations of these standards. Please refer to the university's academic honesty policies for a definition of academic dishonesty and potential disciplinary actions associated with it.

Drops and Withdrawals

Please be aware that, should you choose to drop or withdraw from this course, the date on which you notify the university of your decision will determine the amount of tuition refund you receive. Please refer to the university policies on drops and withdrawals (published elsewhere) to find out what the deadlines are for dropping a course with a full refund and for withdrawing from a course with a partial refund.

Special Services

If you have registered as a student with a documented disability and are entitled to classroom or testing accommodations, please inform the instructor at the beginning of the course of the accommodations you will require in this class so that these can be provided.

Disturbances

Since every student is entitled to full participation in class without interruption, disruption of class by inconsiderate behavior is not

acceptable. Students are expected to treat the instructor and other students with dignity and respect, especially in cases where a diversity of opinion arises. Students who engage in disruptive behavior are subject to disciplinary action, including removal from the course.

Student Assignments Retained

From time to time, student assignments or projects will be retained by The Department for the purpose of academic assessment. In every case, should the assignment or project be shared outside the academic Department, the student's name and all identifying information about that student will be redacted from the assignment or project.

Contact Hours for this Course

It is essential that all classes meet for the full instructional time as scheduled. A class cannot be shortened in length. If a class session is cancelled for any reason, it must be rescheduled.

Course Policies	This syllabus may be revised at the discretion of the instructor without the prior notification or consent of the student.
Weekly Schedule	Will be discussed in class
Additional Information	None