



**10-196-1 MANAGEMENT AND LEADERSHIP  
2017-18 PROGRAM CURRICULUM CHECKLIST  
WITC-ASHLAND, NEW RICHMOND, RICE LAKE, SUPERIOR**

Name/ID \_\_\_\_\_

Date \_\_\_\_\_

CATALOG NUMBER	COURSE TITLE	HRS/WK	CR	NOTES	DATE COMPL	TRANSFER OR GRADE
<b>FIRST TERM</b>						
10105123	Business Skills	2	1			
10103146	MS Word A	2	1			
10103106	MS PowerPoint	2	1			
10196145	Contemporary Business for Supervisors	2	2			
10196190	Leadership Development	3	3			
10196191	Supervision	3	3			
10801136	English Composition 1 Prereq: Established scores on placement assessments or Coreq: 10831103 Intro to College Writing	3	3			
	<b>TERM TOTAL</b>	17	14			
<b>SECOND TERM</b>						
10103151	MS Excel A	2	1			
10196189	Team Building and Problem Solving	3	3			
10116100	Human Resource Management	3	3			
10804123	Math with Business Applications Prereq: Established score on placement assessment or 10834109 Pre-Algebra	3	3			
10801198 or 10801196	Speech or Oral/Interpersonal Communication	3	3			
10809188 or 10809198	Developmental Psychology or Introduction to Psychology	3	3			
	<b>TERM TOTAL</b>	17	16			
<b>THIRD TERM</b>						
10101176	Financial Accounting 1A	2	2			
10196108	Customer Service	1	1			
10196134	Legal Issues for Supervisors	3	3			
10196138	Conflict Resolution and Confrontation Skills	1	1			
10196188	Project Management	3	3			
10809195	Economics	3	3			
10809122 or 10809196	Introduction to American Government or Introduction to Sociology	3	3			
	<b>TERM TOTAL</b>	16	16			



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<b>FOURTH TERM</b>						
10196136	Safety in the Workplace	3	3			
10196164	Personal Skills for Supervisors	3	3			
10196168	Organizational Development	3	3			
10196170	Applied Supervision Prereq: students must be enrolled in the Management and Leadership program and have completed 40 credits	4	2			
10196192	Managing for Quality	3	3			
	<b>TERM TOTAL</b>	16	14			
	<b>PROGRAM REQUIREMENTS</b>		<b>60</b>			

Select the curriculum checklist based on the academic year you begin enrollment in your program.

Students admitted mid-year (January) and/or any student who takes courses out of sequence are not guaranteed course availability in all terms of the program. Enrollment in additional terms may be required to complete graduation requirements.

Please be advised that low enrollment class sections may be cancelled. You will be contacted by Student Services with information on other class sections available in alternate formats.

WITC GENERAL STUDIES COURSE OPTIONS FOR WITC ASSOCIATE DEGREE PROGRAMS

Specific General Studies courses are scheduled as requirements for this program. If you have completed General Studies coursework at another Wisconsin technical college, please refer to the Acceptable Transfer Course document at the following link (find your program) to see if your previous coursework will transfer <http://www.witc.edu/pgmpages/genstudies/curriculum.php>. If you have completed General Studies coursework at WITC in a prior term, the same options will apply for your program requirements.

**ELECTIVE REQUIREMENTS:** To meet the elective credit requirements for this program, you will be required to take associate degree level coursework, i.e., catalog numbers beginning with a 10 (with the exception of General College courses 10831103, 10834109, 10835103, and 10838104).

**GRADUATION REQUIREMENTS:** *Although your academic advisor can provide guidance, you are ultimately responsible for selecting courses that meet a program's graduation requirements. If you do not take courses in the recommended sequence above, it may delay your completion of graduation requirements. A program plan grade point of 2.0 in a 4.0 grade system is required to graduate.*

**EARN CREDIT FOR WHAT YOU ALREADY KNOW:** Visit <http://www.witc.edu/academics/transfer/priorlearn.htm> for more information