

COURSE OUTLINE
Allen Stowers – (2009)

DEPARTMENT:	Supervision & Management (SMG)
CURRICULUM:	Supervision & Management
COURSE TITLE:	Performance Management
COURSE NUMBER:	SMG 220
TYPE OF COURSE:	Professional Development
COURSE LENGTH:	1 Quarter
CREDIT HOURS:	3
LECTURE HOURS:	30
LAB HOURS:	0
CLASS SIZE:	15 - 25
PREREQUISITES:	None

COURSE DESCRIPTION:

This course will cover an appropriate appraisal process that will cover the supervisor's role in that process. The course will explore the importance of an effective, well planned appraisal instrument; an appraisal that seeks feedback. Feedback will be a paramount topic of discussion.

STUDENT LEARNING OUTCOMES:

- Students must be able to do research an appraisal instruments.
- Students will utilize PowerPoint technology to demonstrate how their appraisal tools will be implemented.

- Students must develop an employee assessment questionnaire.
- Students must create a binder with their entire appraisal system enclosed.

PROGRAM OUTCOMES:

- Students must demonstrate their planning, project management and technology skills in developing an appraisal instrument. (SLO #1; #5; #7; & #3)
- Students will be able to explain and use their appraisal instrument. (SLO #1; #3; #6; & #5)
- Students should be able to evaluate the pros/cons of an employee performance system. (SLO #1; #4; #6; & #7)