



Leadership Bmgt 2309

Course Syllabus: Fall 2018

“Northeast Texas Community College exists to provide responsible, exemplary learning opportunities.”

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| Office Hours | Monday | Tuesday | Wednesday | Thursday | Friday | Online |
|--------------|------------|------------|------------|------------|----------------|--------|
| | 9:00-12:20 | 9:00-12:20 | 9:00-12:20 | 9:00-12:20 | By Appointment | 24/7 |

The information contained in this syllabus is subject to change without notice. Students are expected to be aware of any additional course policies presented by the instructor during the course.

Catalog Course Description (include prerequisites): This course provides an overall picture of the concepts of leadership and communication skills needed to motivate and identify the role of leaders and its relationship to management.

Required Textbook(s):

Richard L. Drake, The Leadership Experience, 7th ed.

Publisher: South-West Cengage Learning

ISBN Number: 978-1-337-10227-8

Recommended Reading(s):

The One Minute Manager, by Kenneth Blanchard & Spencer Johnson.
Who Moved My Cheese, by Spencer Johnson.

Student Learning Outcomes:

1. Understand the full meaning of leadership as it relates to self and others.
2. Identify the strengths of good leadership.
3. Understand how personality influences leadership.
4. Understand what is meant by moral leadership.
5. Learn to become a more effective follower.
6. Recognize the difference between intrinsic and extrinsic rewards.
7. Identify the challenges associated with teamwork.
8. Become aware of issues concerning diversity in the workplace.
9. Consider the role of cultural values as related to employees.
10. Understand the role of power and politics in an organization.

Exemplary Educational Objectives:

Exhibit the skills of case study analysis and presentation.

SCANS Skills:

A complete SCANS skill chart is available for this course upon request.

Lectures & Discussions:

This course uses traditional lecture and case study presentations each week for a three hour session.

Evaluation/Grading Policy:

Mid-Term Exam.....40%
Final Exam..... 40%
Homework.....10%
Case Presentations.....10%

Tests/Exams:

All test are mutiple choice questions.

Assignments:

| | |
|------------|--|
| Week one | Chapter 1 & 2 |
| Week two | Chapter 4 & 6 |
| Week three | Chapter 7 & Mid-Term Exam Case Presentation |
| Week four | Chapter 8 & 10 |
| Week five | Chapter 11 |
| Week six | Chapter 12 |
| Week seven | Case Presentation |
| Week eight | Final Exam |

Other Course Requirements:**Student Responsibilities/Expectations:**

Students are expected to attend all classes, complete assignments as required, and participate in case presentations and group discussions.

NTCC Academic Honesty Statement:

"Students are expected to complete course work in an honest manner, using their intellects and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. NTCC upholds the highest standards of academic integrity. This course will follow the NTCC Academic Honesty policy stated in the Student Handbook."

Academic Ethics

The college expects all students to engage in academic pursuits in a manner that is beyond reproach. Students are expected to maintain complete honesty and integrity in their academic pursuit. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. Refer to the student handbook for more information on this subject.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to arrange an appointment with a

College counselor to obtain a Request for Accommodations form. For more information, please refer to the NTCC Catalog or Student Handbook.

Family Educational Rights And Privacy Act (Ferpa):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Other Course Policies:

N/A