

**RARITAN VALLEY COMMUNITY COLLEGE
ACADEMIC COURSE OUTLINE**

PRINCIPLES OF LEADERSHIP BUSI-113

I. Basic Course Information

- A. Course Title and Number: Principles of Leadership
BUSI-113**
- B. Date: August 2007**
- C. Sponsoring Department: Business and Public Service**
- D. Semester Credit Hours: 3**
- E. Weekly Contact Hours: Lecture: 3
Lab: 0**
- F. Prerequisites: None**
- G. Laboratory Fees: None**

II. Catalog Description

This course examines the critical success factors and threats to effective team leadership. It is designed to help students learn and practice the principles and qualities that promote team success and dynamic leadership in the contemporary workplace. The content and coursework are geared to create a result-oriented team ethic.

III. Statement of Course Need

Organizations increasingly rely on teams to compete in rapidly changing domestic and global markets. The ability of teams to perform at high levels and adapt quickly to escalating demands largely determine an organization's success. This poses a challenge to individuals who find that working in and with teams seldom unfolds as planned. A team can be effective if its leader and members understand how a team functions, know how to coordinate and collaborate, and can identify and remove barriers to goal achievement. This course develops these competencies in a practical setting.

IV. Place of Course in College Curriculum

- A. Free Elective in all Business programs.

- B. This course meets a program requirement for the Automated Manufacturing Technology Certificate
- C. While not reviewed on www.njtransfer.com, this course should transfer to most institutions as a free elective.

V. Outline of Course Content

- A. Introduction to Leadership—What Does It Mean to Be a Leader?
- B. Research Perspectives on Leadership—Traits, Behaviors, and Contingency Approaches
- C. The Personal Side of Leadership—Ethical Leadership
- D. The Leader as Relationship Builder—Motivation & Empowerment; Developing Leadership Diversity
- E. The Leader as Social Architect—Shaping a High-Performance Culture
- F. Team Leadership and Self-Managed Teams—Matching Leaders with Leadership Roles
- G. Initiating Teamwork—Leadership and Team Effectiveness
- H. The Teamwork Process—Integrative and Distributive Negotiation
- I. The Products of Teamwork—Creativity and Innovation
- J. Evaluating Products and Processes— Changing Mental Models

VI. General Education Goals

A. Educational Goals:

Students will:

1. Produce works that reflect critical thinking in the area of teams and team leadership. (GE 1)
2. Communicate and collaborate with others in a clear, logical manner, in written, verbal, and in presentations of group studies in a team environment. (GE 2)
3. Use technology and computer-based research tools to research, analyze and solve work-based and simulated team issues. (GE3)
4. Recognize, analyze, and evaluate ethical problems in the team and workplace environment. (GE5)

B. Learning Outcomes:

Upon completion of this course, students will be able to:

1. Identify key aspects of leadership and teams with particular emphasis on the importance of leadership behavior.
2. Explain various aspects of teams including formation, cohesion, development, structure, influence, motivation, using power and influence, performance, decision-making, conflict resolution, interpersonal relations, dealing with change, and leadership abilities,
3. Apply concepts when dealing with real-life leadership issues.
4. Develop a plan, monitor and measure individual and team performance.
5. Analyze real and theoretical teams to explore various aspects of group dynamics.
6. Assess the leader's role and effectiveness within the teams being analyzed.

VII. Modes of Teaching

This course will use the following methods of teaching:

- Lecture/discussion
- Small group work
- Case studies and work applications.
- Computer-based simulation, *Virtual Leader*.
- Computer assisted instruction using *InfoTrac* –search tool to find relevant news and analytical information from more than 15 million articles in the database.
- Guest Speakers

VIII. Assessment Methods

- Examinations
- Research Paper
- Class participation, attendance, quizzes
video cases, and computer-based simulation
- Capstone Project

IX. Grade Determinants

Written exams, quizzes, case studies, verbal presentations, a research paper and course project will be used to assess the students according to the general education goals and student learning outcomes listed above.

X. Suggested Materials

1. Textbook: Author: Daft, Richard L..
Title: *The Leadership Experience*
Publisher: Thomson: South Western
Edition: Latest
2. Textbook: Author: Herrenkohl, Roy C.
Title: *Becoming a Team: Achieving a Goal*
Publisher: Thomson: South Western
Edition: Latest

Suggested Readings

Beyerlein, M., S. Freedman, C. McGee, and L. Moran, *Beyond Teams: Building the Collaborative Organization*, San Francisco, CA: Jossey-Bass/Pfeiffer, 2002.

Fritz, S., W. Brown, J.P. Lunde, and E. Banset, *Interpersonal Skills for Leadership*, Upper Saddle River, NJ: Prentice-Hall, 2005.

Katzenbach, Jon R. and Douglas K. Smith, *The Wisdom of Teams: Creating the High-Performance Organization*, New York, NY: Harper-Business Essentials, 2003.

Lipnack, Jessica and Jeffrey Stamps, *Virtual Teams*, New York, NY: John Wiley & Sons, latest edition.

Zenger, John H. and Joseph Folkman, *The Extraordinary Leader*, New York, NY: McGraw-Hill, 2002.

XI. Resources

This course will require the use of a CATT Room or similar computer technology for simulation purposes.