



COURSE OUTLINE: BUSAD 202
D Credit – Degree Applicable
COURSE ID 005262
FEBRUARY 2019

COURSE DISCIPLINE: BUSAD
COURSE NUMBER: 202
COURSE TITLE (FULL): Leadership Fundamentals
COURSE TITLE (SHORT): Leadership Fundamentals

CATALOG DESCRIPTION

BUSAD 202 introduces the basic concepts and theories of a leader's role in influencing others to achieve a common goal. Decision making, problem solving, and critical thinking concepts will be emphasized. The role of a leader to an organization's success, as well as the difficulties and challenges involved, will also be emphasized.

Total Lecture Units: 3.00

Total Laboratory Units: 0.00

Total Course Units: 3.00

Total Lecture Hours: 54.00

Total Laboratory Hours: 0.00

Total Laboratory Hours To Be Arranged: 0.00

Total Contact Hours: 54.00

Total Contact Hours: 108.00

ENTRY STANDARDS



	Subject	Number	Title	Description	Include
1				respond to correspondence originated by others and originate correspondence;	Yes
2				solve problems and accomplish tasks through written communication;	Yes
3				devise opinions and recommendations as responses to work in business related fields;	Yes
4				summarize, analyze, and synthesize information, express and apply standards for judgment, compare and contrast, and evaluate evidence in order to form and state reasoned opinions;	Yes

EXIT STANDARDS

- 1 Explain basic competency skills essential for effective leadership;
- 2 use decision-making and problem-solving methods to direct operations;
- 3 utilize leadership as a process, not a position;
- 4 demonstrate leadership in action.

STUDENT LEARNING OUTCOMES

- 1 compare and contrast various type of leadership
- 2 explain the processes of making executive decisions and solving complex problems
- 3 define all aspects of successful administration

COURSE CONTENT WITH INSTRUCTIONAL HOURS

	Description	Lecture	Lab	Total Hours
1	Overview of Leadership <ul style="list-style-type: none"> • Definition of leader • Understanding power • Historical perspective of leadership • Roles of a leader • Vision and mission statements • Ethical framework for decision making • Difference between management and leadership 	14	0	14



2	<p>Decision Making, Problem Solving and Critical Thinking</p> <ul style="list-style-type: none"> • Requisites for successful leadership and management • Critical thinking models • Elements of problem solving • Decision-making models • Individual variations in decision making • Overcoming individual vulnerability in decision making • Shared governance 	14	0	14
3	<p>Roles and Functions in Directing</p> <ul style="list-style-type: none"> • Strategic planning • Motivational theory and strategies for creating a motivational climate • Building high-performance teams • Coaching, empowerment, and team building • Communication process • Organizational communication strategies • Leadership and change 	14	0	14
4	<p>Roles and Functions in Controlling</p> <ul style="list-style-type: none"> • Leadership and change management • Diagnosing performance problems in individuals, groups, and organizations • Managing conflict • Performance management and appraisal • Problem employees—coaching and disciplinary strategies • Leadership in crisis situations 	12	0	12
				54

OUT OF CLASS ASSIGNMENTS

- 1 Case studies such as Jack Welch of GE; Leadership in the aftermath of Hurricane Katrina; Wal-mart's Sam Walton; Michael Eisner's Disney era; FedEx/Kinko merger; John Johnson of Ebony/Jet magazines, and Michael Dell.



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METHODS OF EVALUATION

- 1 Quizzes
- 2 Midterm examinations
- 3 Final examination

METHODS OF INSTRUCTION

- Lecture
- Laboratory
- Studio
- Discussion
- Multimedia
- Tutorial
- Independent Study
- Collaboratory Learning
- Demonstration
- Field Activities (Trips)
- Guest Speakers
- Presentations

TEXTBOOKS

Title	Type	Publisher	Edition	Medium	Author	ISBN	Date
Intro to Leasership	Required	Los Angeles SAGE		print	Peter Guy Northouse	978- 150633008 2	2018