1. **COURSE TITLE\*:** Supervision and Leadership
2. **CATALOG – PREFIX/COURSE NUMBER/COURSE SECTION\*:** BADM 2208
3. **PREREQUISITE(S)\*:** None **COREQUISITE(S)\*:** None
4. **COURSE TIME/LOCATION: (*Course Syllabus – Individual Instructor Specific*)**
5. **CREDIT HOURS\*:** 3 **LECTURE HOURS\*:** 3

 **LABORATORY HOURS\*:** 0 **OBSERVATION HOURS\*:** 0

1. **FACULTY CONTACT INFORMATION: *(Course Syllabus – Individual Instructor Specific)***
2. **COURSE DESCRIPTION\*:**

Student will develop leadership skills, practices, and a personal philosophy of leadership. The course will cover leadership theories and effective methods.

1. **LEARNING OUTCOMES\*:**
2. Define leadership and the skills required for effective leadership.
3. Communicate a vision to others.
4. Utilize creativity and logic in decision-making.
5. Develop a value of the process of ethical reasoning and social responsibility in organizations.
6. Identify way to overcome resistance to change.
7. Communicate with business/community leaders for the purpose of gaining insight into their leadership behaviors and attitudes
8. Develop a personal philosophy of leadership
9. **ADOPTED TEXT(S)\*:**

***MindTap Leadership: Research Findings, Practice, and Skills***

Andrew J. DuBrin

10th Edition (or current edition)

Cengage Publishing, 2023

ISBN: 978-0-357-70000-6 Cengage Unlimited Inclusive Access Textbook with MindTap

ISBN for students who do NOT want Inclusive Access: 9780357716199

**9a: SUPPLEMENTAL TEXTS APPROVED BY FULL TIME DEPARTMENTAL FACULTY (INSTRUCTOR MUST NOTIFY THE BOOKSTORE BEFORE THE TEXTBOOK ORDERING DEADLINE DATE PRIOR TO ADOPTION) \*\*\*.**

1. **OTHER REQUIRED MATERIALS: (SEE APPENDIX C FOR TECHNOLOGY REQUEST FORM.)\*\***
2. **GRADING SCALE\*\*\*:**

Grading will follow the policy in the catalog. The scale is as follows:

A= 90- 100

B = 80-89

C = 70-79

D = 60-69

F = 0 - 59

1. **GRADING PROCEDURES OR ASSESSMENTS: (*Course Syllabus – Individual Instructor Specific)***

Suggested: Midterm 25 %

Final 35%

Assignments 25%

Class Participation 15%

1. **COURSE METHODOLOGY: *(Course Syllabus – Individual Instructor Specific)***

The following is recommended: Two tests such as Midterm and Final.

Complete in class exercises. Weekly assignments: short written responses to material or team efforts.

1. **COURSE OUTLINE:** ***(Course Syllabus – Individual Instructor Specific)***

Each instructor may vary the course outline but must cover specific material.

This material goes through each week of the semester, with weekly assignments to be given as the class progresses.Topics may be covered on different days. Dates are a guideline and not a substitute for attending class.

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| --- | --- | --- |
| **WEEK** | **TOPIC** | **LO** |
| Week 01 | Chapter 01: The Nature and Importance of Leadership | 1,7 |
| Week 02 | Chapter 02: Traits, Motives, and Characteristics of Leaders | 1,7 |
| Week 03 | Chapter 03: Charismatic and Transformational Leadership | 1,2,6,7 |
| Week 04  | Chapter 04: Leadership Behaviors, Attitudes, and Styles | 1,2,3,6,7 |
| Week 05 | Chapter 05: Contingency and Situational Leadership | 1,2,3,4,5,6,7 |
| Week 06 | Chapter 06: Leadership Ethics and Social Responsibility | 1,2,3,4,7 |
| Week 07 | Chapter 07: Power, Politics, and Leadership | 1,2,3,4,5,6,7, |
| Week 08  | Chapter 08: Influence Tactics of Leaders ***MID-TERM*** | 1,2,4,5,6,7 |
| Week 09 | Chapter 09: Developing Teamwork | 1,2,3,4,5,7 |
| Week 10 | Chapter 10: Motivation and Coaching Skills | 1,2,3,5,6,7 |
| Week 11 | Chapter 11: Creativity, Innovation, and Leadership | 2,3,4,5,6,7 |
| Week 12 | Chapter 12: Communication and Conflict Resolution Skills | 1,3,5,6,7 |
| Week 13  | Chapter 13: Strategic Leadership and Knowledge Mgt | 1,2,3,5,6 |
| Week 14  | Chapter 14: International & Culturally Diverse Leadership  | 1,4,5,6 |
| Week 15 | Chapter 15: Leadership Development and Succession | 1,2,3,5,6,7 |
| Week 16  | Final |   |

1. **SPECIFIC MANAGEMENT REQUIREMENTS\*\*\*:**

**Student Responsibility:**

It is **your responsibility** to bring any questions or concerns up prior to the development of serious complications. Preparing for this class is **your responsibility. It is the student's responsibility** to bring to the attention of the instructor, in class or privately, any difficulties or misunderstandings they may have regarding the course content. Additional Topics may be added at Instructor’s Discretion.

1. **FERPA\*:**

Students need to understand that their work may be seen by others. Others may see your work when being distributed, during group project work, or if it is chosen for demonstration purposes. Students also need to know that there is a strong possibility that your work may be submitted to other entities for the purpose of plagiarism checks.

1. **ACCOMMODATIONS: \***

Students requesting accommodations may contact Ryan Hall, Accessibility Coordinator at rhall21@sscc.edu or 937-393-3431, X 2604.

Students seeking a religious accommodation for absences permitted under Ohio’s Testing Your Faith Act must provide the instructor and the Academic Affairs office with written notice of the specific dates for which the student requires an accommodation and must do so no later than fourteen (14) days after the first day of instruction or fourteen (14) days before the dates of absence, whichever comes first. For more information about Religious Accommodations, contact Ryan Hall, Accessibility Coordinator at rhall21@sscc.edu or 937-393-3431 X 2604.

1. **OTHER INFORMATION\*\*\*:**

**KNOWLEDGE, SKILLS AND ABILITIES ENHANCED**

***At the completion of this course, the student can expect to see personal growth in the following skill areas that relate directly to the accounting profession.***

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| --- |
| * **Active Listening** — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
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| * **Reading Comprehension** — Understanding written sentences and paragraphs in work related documents.
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| * **Speaking** — Talking to others to convey information effectively.
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| * **Critical Thinking** — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
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| * **Monitoring** — Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or take corrective action.
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| * **Time Management** — Managing one's own time and the time of others.
* **Social Perceptiveness** — Being aware of others' reactions and understanding why they react as they do.
* **Coordination** — Adjusting actions in relation to others' actions.
* **Active Learning** — Understanding the implications of new information for both current and future problem-solving and decision-making.
* **Complex Problem Solving** — Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions
* **Judgment and Decision Making** — Considering the relative costs and benefits of potential actions to choose the most appropriate one
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**SYLLABUS TEMPLATE KEY**

**\*** Item cannot be altered from that which is included in the master syllabus approved by the Curriculum Committee.

**\*\*** Any alteration or addition must be approved by the Curriculum Committee

**\*\*\*** Item should begin with language as approved in the master syllabus but may be added to at the discretion of the faculty member.