

ARIZONA WESTERN COLLEGE
SYLLABUS

MGT 280 LEADERSHIP

Credit Hours: 3 Lec 3COURSE DESCRIPTION

Review significant historical and current leadership models, also analyze individual behaviors and characteristics often associated with effective leaders, review concepts associated with team leadership, and become familiar with current organizational leadership practices.

1. COURSE GOAL

Gain knowledge and understanding of the different theoretical schools of leadership including the trait, behavioral, contingency, and integrative paradigms.

2. OUTCOMES

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

- 2.1 define leadership and the five key elements of leadership.
- 2.2 describe the differences between management and leadership.
- 2.3 describe the major similarities and differences between trait and behavioral leadership theory.
- 2.4 describe the major theories of employee motivation.
- 2.5 describe the major contingency leadership theories.
- 2.6 identify major components of a communications model and how it can be used to improve communications within an organization.
- 2.7 identify the major components of social power and how leaders use it.
- 2.8 define coaching and describe how it can be used to improve performance.
- 2.9 describe effective leadership styles to resolve conflict.
- 2.10 describe situational leadership and how it can be used for leading teams in various development stages.
- 2.11 discuss the impact of organizational culture on leadership and the impact of leadership on organizational culture on strategic leadership.
- 2.12 explain the differences between transactional and transformational leaders.

3. METHODS OF INSTRUCTION

- 3.1 Lecture and/or Internet lessons
- 3.2 Handouts and/or Internet Drop boxes
- 3.3 Text assignments

4. LEARNING ACTIVITIES

- 4.1 Participation
- 4.2 Group exercises, lab work and projects
- 4.3 Reading and writing assignments
- 4.4 Notes, lecture and/or Internet lessons
- 4.5 Group discussions
- 4.6 Scenario evaluations

5. EVALUATION

- 5.1 Exams
- 5.2 Projects
- 5.3 Group Exercises

6. STUDENT RESPONSIBILITIES

- 6.1 Under AWC Policy, students are expected to attend every session of class in which they are enrolled.
- 6.2 If a student is unable to attend the course or must drop the course for any reason, it will be the responsibility of the student to withdraw from the course. Students who are not attending as of the 45th

- day of the course may be withdrawn by the instructor. If the student does not withdraw from the course and fails to complete the requirements of the course, the student will receive a failing grade.
- 6.3 Americans with Disabilities Act Accommodations: Arizona Western College provides academic accommodations to students with disabilities through AccessABILITY Resource Services (ARS). ARS provides reasonable and appropriate accommodations to students who have documented disabilities. It is the responsibility of the student to make the ARS Coordinator aware of the need for accommodations in the classroom prior to the beginning of the semester. Students should follow up with their instructors once the semester begins. To make an appointment call the ARS front desk at (928) 344-7674 or ARS Coordinator at (928) 344-7629, in the College Community Center (3C) building, next to Advising.
- 6.4 Academic Integrity: Any student participating in acts of academic dishonesty—including, but not limited to, copying the work of other students, using unauthorized “crib notes”, plagiarism, stealing tests, or forging an instructor’s signature—will be subject to the procedures and consequences outlined in AWC’s Student Code of Conduct.
- 6.5 Texts and Notebooks: Students are required to obtain the class materials for the course.
- 6.6 Arizona Western College students are expected to attend every class session in which they are enrolled. To comply with Federal Financial Aid regulations (34 CFR 668.21), Arizona Western College (AWC) has established an Attendance Verification process for “No Show” reporting during the first 10 days of each semester.
- Students who have enrolled but have never attended class may be issued a “No Show” (NS) grade by the professor or instructor and receive a final grade of “NS” on their official academic record. An NS grade may result in a student losing their federal financial aid.
- For online classes, *student attendance in an online class is defined as the following* (FSA Handbook, 2012, 5-90):
- Submitting an academic assignment
 - Taking an exam, an interactive tutorial or computer-assisted instruction
 - Attending a study group that is assigned by the school
 - Participating in an online discussion about academic matters
 - Initiating contact with a faculty member to ask a question about the academic subject studied in the course