

## Departmental Course Syllabus

**Business Department** \* Academic Instruction Center Suite 325    **Revision:** Spring 2009  
**San Antonio College** \* 1300 San Pedro Avenue \* San Antonio, TX 78212-4299

**Course Number and Title:** BMGT 2309 - Leadership

**Credit Hours:** 3

**Instructor:** Varies

**Office:** Varies

**Phone Number:** (210) 486-1414    **Fax:** (210) 486-1503

**E-mail:** Varies

**Web Address:** <http://www.accd.edu/sac/business>

**Office Hours:** To be posted by the individual instructor.

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**I. Catalog Description:**

This course covers concepts of leadership and its relationship to management. It equips the student with leadership and communication skills needed to inspire and influence people.

**II. Pre-requisites, co-requisites and other requirements:**

NONE

**III. Text and/or Other Requirements:**

Internet:

*The Art and Science of Leadership w/Research Navigator* – 4<sup>th</sup> ed., Nahavandi, Pearson/Prentice Hall

On Campus:

*Mastering Self Leadership* – 4<sup>th</sup> ed., Manzi, Prentice Hall

*How to Register your Business* – CD Rom, SAC SIFE, Thomson Learning

**IV. Method of Instruction:**

Lecture, group exercises, video, power-point presentation, and possible guest speakers.

**V. Course Content:**

This course is a combination of case studies and research of leadership concepts, contemporary theories of what constitutes leadership, and the application of these principles in the working environment.

**VI. Learning Outcomes:**

**Learning Outcome 1:** The student will be able to determine individual leadership styles as related to self and others.

Performance objectives/Methods of Measurement for this outcome:

The student will be able to:

1. Explore experiences that have influenced the person they have become using Myers-Briggs Type Indicator (MBTI).
2. Explore themselves in relation to others and develop a personal leadership philosophy through written assessment of value systems, Emotional Intelligence, and Locus of Control.
3. Identify values and beliefs that lead to ethical decisions and build character through self assessment and written exams.
4. Develop a sense of respect toward the perspectives of others, explore characteristics of gender, ethnicity and culture, and the role/importance of communication in working with others by taking the Narian Bridges assessment.
5. Critically analyze how goals within groups develop a common purpose through examination of the roles and functions of leaders.

**Learning Outcome 2:** The student will be able to distinguish differences between leadership and management.

Performance objectives/Methods of Measurement for this outcome:

The Student will be able to:

1. Form a critical analysis of the differences between managers and leaders as it pertains to organizational culture, vision, mission and performance through examination and case analysis.
2. Demonstrate through various projects the roles and functions of leaders and managers in different settings.
3. Understand how gender, culture, associations affect how managers and leaders perform in organizations through examination and exam on traits that affect leadership style and effectiveness.

**Learning Outcome 3:** The student will be able to explain the effects of leadership style on organizational environment and its members and apply principles of leadership with individuals, groups and organizations.

Performance objectives/Methods of Measurement for this outcome:

The student will be able to:

1. Students will compare and contrast the different leadership styles to include Contingency Models, Path Goal Theory, Leader-Member Exchange Theory and through exercises and application how these theories form the basis for organizational culture.
2. Through the use of projects determine the role of leaders in a team environment, and when to apply a certain leadership style based on situational analysis.

**Evaluation** – Exams, case studies

## Scans

The following scans will be taught: participates as a team member (C9), exercises leadership (C12), acquires and evaluates information (C5), interprets and communicates information (C7). Foundation skills include: reading (F1), writing (F2), listening (F5), creative thinking (F7), decision making (F8), seeing things in the mind's eye (F10), knowing how to learn (F11), reasoning (F12), responsibility (F13), self-esteem (F14), sociability (F15), self-management (F16), integrity/honesty (F17).

## VII: Course requirements and grade computation:

### A. College Requirements:

1. A written comprehensive final examination, not to exceed three hours in length, shall be given at the end of each semester for each course at the regularly scheduled time. Any exceptions to these requirements must be approved by the appropriate dean. Other examinations are given at the discretion of the instructor.

A student who must be absent from a final examination should petition that instructor for permission to post pone the examination. A student absent without permission from a final examination is graded "F". Postponed examination result in a grade of "I". The final exam must be taken within 120 calendar days from the end of the semester or the grade automatically becomes an "F". (San Antonio College Bulletin, Faculty Handbook – January 1995)

### B. Departmental Requirement:

**Workload:** Students are responsible for reading and studying each chapter PRIOR TO class lecture and discussion of the chapter. **THIS IS VERY CRITICAL.** Your success in this class is dependent upon your continued commitment to maintaining a daily study time outside the classroom. You must stay current.

### C. Instructor Requirements: Varies

#### Grading Scale:

A	=	90	-	100
B	=	80	-	89
C	=	70	-	79
D	=	60	-	69
F	=	Below 60		

**VIII: College Policies:**

- A. San Antonio College does not discriminate on the basis of race, religion, color, national origin, sex, age, or disability with respect to access, employment programs or services.
- B. “Students are urged not to bring children to either a class or a lab. Minors under the age of twelve (12) must not be left unattended on campus.”  
College Academic Council – April, 1998
- C. ADA Statement: “As per Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, if accommodation is needed contact the Office of DisABILITY Support Services, CAC 124C, Phone: (210) 733-2347”
- D. A Rapid Response Team exists for the purpose of responding to emergencies. If you have a disability that will require assistance in the event of a building evacuation, notify Disability Support Services, Chance Academic Center 124C, Phone: (210) 733-2347.
- E. Academic Dishonesty: Students may be subject to disciplinary proceedings resulting in an academic penalty or disciplinary penalty for academic dishonesty. Academic Dishonesty includes, but is not limited to cheating on a text, plagiarism and collusion. For additional information refer to the “Student Code of Conduct”: in the San Antonio College Bulletin.
- F. Students are required to silence all electronic devices (e.g., pagers, cellular phones, etc.) when in classrooms, laboratories and the library. College Academic Council, 01/2000.
- G. San Antonio College Attendance Policy: Regular and punctual attendance is required. A student absent for any reason is responsible for all work missed. Absences are recorded from the first day of class. A student absent the equivalent of two weeks of instruction, may be dropped by the instructor with a grade of “W.” Both tardiness and early departure from class are forms of absenteeism. The instructor establishes the policy with regard for each.
- H. San Antonio College is a smoke free campus.
- I. ACCD DPS Emergency Phone Numbers:  
ACCD DPS Emergency Phone (210) 222-0911  
ACCD DPS General Phone (210) 208-8099  
ACCD DPS Weather Phone (210) 208-8189 – (For information on college closures)

- J. Students must also abide by the policies, procedures, and rules set forth in the "Student Code of Conduct" and all other policies set forth in the San Antonio College Bulletin.  
[www.accd.edu/sac/sacmain/schedule/SAC\\_Bulletin\\_05-06.pdf](http://www.accd.edu/sac/sacmain/schedule/SAC_Bulletin_05-06.pdf)

## **IX. Miscellaneous Information**

1. Retention Period For Student Work, Exams, etc:

Student papers and exams will be retained for one semester after the completion of the course.

2. Business Department

For degree plans, general syllabi outlines, and other information on your current course and faculty, please visit the Business Department website at: <http://www.accd.edu/sac/business> or contact us at (210) 733-2700.

3. Business Computer Lab

The Business Computer Lab is a student lab that is open to any Business Department student majoring in any of the departments programs and/or taking any department course. For more information, please contact the BCL at (210) 785-6058 or visit us on the web at <http://www.accd.edu/sac/business/lab>.