

Effective Semester: Fall 2024

COURSE INFORMATION

Course Title Introduction to Leadership

Course Number: BUSI 102

Credits: 3

Total Weeks: 14 (Fall, Spring)
12 (Summer) **Total Hours:** 39

Course Level: First Year Second Year
 New Revised Course
 Replacement Course

Department: Business **Department Head:** C. Konrad

Former Course Code(s) and Number(s) (if applicable): N/A

Pre-requisites (If there are no prerequisites, type NONE): None

Co-requisite Statement (List if applicable or type NONE): None

Precluded Courses: N/A

COURSE DESCRIPTION

The topic of leadership will be studied through the examination of the key skills of a leader and the main theories of leadership. Students will also learn to differentiate individuals as leaders, team leadership and organizational leadership. Role playing and simulation exercises in the classroom will bring to life the course material; consequently, students will better evaluate their understanding of course material and discover how leadership skills can be applied in their own personal and professional lives. Guest lecturers from the business community will further reinforce this emphasis on real-world applicability of course content.

LEARNING OUTCOMES

Upon successful completion of the course, students will be able to:

- Define leadership
- Recognize the skills needed by leaders
- Explain leadership traits
- Discuss the ethics of leadership
- Explain leadership behaviour
- Explain situational leadership
- Describe the aspects of power involved in leadership
- Recognize leadership communication, coaching and conflict-resolution skills
- Describe the relationship between leaders and followers
- Identify the processes involved in team leadership
- Distinguish charismatic from transformational leadership
- Identify the role of leadership in organizational culture, ethics, and diversity
- Explain the role of leaders in organizational strategy and choice
- Describe the key issues in crisis leadership and knowledge management
- Apply the theories, concepts, and skills discussed

INSTRUCTION AND GRADING

Instructional (Contact) Hours:

| Type | Duration |
|--------------------|-----------|
| Lecture | 39 |
| Seminars/Tutorials | |
| Laboratory | |
| Field Experience | |
| Other (specify): | |
| Total | 39 |

Grading System: Letter Grades Percentage Pass/Fail Satisfactory/Unsatisfactory Other

Specify passing grade: 50%

Evaluation Activities and Weighting (total must equal 100%)

| | | | |
|---|-------------------|---|--|
| Assignments: 25% <i>Specify number of, variety, and nature of assignments:</i> Individual Presentations Team Presentations Reflection | Lab Work: % | Participation: 10% <i>Specify nature of participation:</i> Group Activities | Project: 20% <i>Specify nature of project:</i> Strategic Leadership Case Study |
| Quizzes/Test: 5% | Midterm Exam: 20% | Final Exam: 20% | Other: % |

TEXT(S) AND RESOURCE MATERIALS

Provide a full reference for each text and/or resource material and include whether required/not required.

Required Texts:

- The Art of War, by Sun Tzu.
- How to Win Friends and Influence People, by Dale Carnegie.
- On Becoming a Leader, by Warren Bennis.
- Tribes We Need You to Lead Us, by Seth Godin.

Recommended Text:

Leadership: Theory, Application & Skill Development, by Robert N. Lussier and Christopher F. Achua. 2016. 6th Edition. Boston: Cengage Learning. [The material can be purchased through www.nelsonbrain.com]. Throughout the course the instructor will recommend reading material available in the College library.

Supplementary readings and other class materials are provided and posted by the instructor on MyCC.

COURSE TOPICS

List topics and sequence covered.

| Week | Topic |
|--------|---|
| Week 1 | Who Is a Leader and What Skills do Leaders Need? Leadership Described. Leadership Skills. Leadership Managerial Roles. Levels of Leadership Theory. Leadership Theory Paradigms. Objective of the Course. |
| Week 2 | Leadership Traits and Ethics. Personality Traits and Leadership Trait Universality. The Big Five Including Traits of Effective Leaders. The Personality Profile of Effective Leaders. Leadership Attitudes. Ethical Leadership. |
| Week 3 | Leadership Behaviour. Leadership Behaviour and Styles. University of Michigan and Ohio State University Studies. The Leadership Grid. |

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| Week 4 | Contingency Leadership Theories. Contingency Leadership theories and Models. Contingency Leadership. Leadership Continuum. Path-Goal Leadership. Normative Leadership. Putting Behavioural and Contingency Theories Together. Leadership Substitutes Theory. |
| Week 5 | Influencing: Power, Politics, Networking and Negotiation. Power. Organizational Politics. Networking. Negotiation. Ethics and Influence. |
| Week 6 | Communication, Coaching and Conflict-Resolution Skills. Communication. Feedback. Coaching. Managing Conflict. Collaborative Conflict Management Models. |
| Week 7 | MIDTERM EXAM |
| Week 8 | Team Leadership and Self-Managed Teams. The Use of Teams in Organizations. Types of Teams. Decision Making in Teams. Conducting Effective Team Meetings. Self-Managed Teams. |
| Week 9 | Charismatic and transformational Leadership. Charismatic leadership. Transformational Leadership. Charismatic-Transformational Leadership. Stewardship and Servant Leadership. |
| Week 10 | Leadership of Organizational Culture, Ethics and Diversity. What is Organizational Culture? Organizational Ethics. Diversity Leadership. |
| Week 11 | Leadership of Organizational Culture, Ethics and Diversity. What is Organizational Culture? Organizational Ethics. Diversity Leadership, Indigenous leadership in Canada. |
| Week 12 | Strategic Leadership and Change Management. Strategic Leadership. The Strategic Management Process. Leading Organizational Change. |
| Week 13 | Strategic Leadership and Change Management. Strategic Leadership. The Strategic Management Process. Leading Organizational Change. |
| Week 14 | FINAL EXAM |

NOTES

1. Students are required to follow all College policies. Policies are available on the website at: [Coquitlam College Policies](#)
2. To find out how this course transfers, visit the BC Transfer Guide at: bctransferguide.ca

Last Reviewed: September 2024

Last Revised: September 2024