اعتماد
NCAAA

T4

2020

Course Specifications

Course Title:	Leadership and Change
Course Code:	MGT308
Program:	Bachelor of Science and Business Administration (BSBA)-Management
Department:	Management
College:	College of Business Administration , Alkharj
Institution:	Prince Sattam Bin Abdulaziz University

Table of Contents

A. Course Identification

1. Credit hours: 44

2. Course type

a. University ☐ College ☐ Department ☑ Others ☐

b. Required ☑ Elective ☐

3. Level/year at which this course is offered: 11th Level/ 3rd Year
4. Pre-requisites for this course (if any)**:** N/A
5. Co-requisites for this course (if any)**:** N/A

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	Traditional classroom	44	100
2	Blended	-	-
3	E-learning	-	-
4	Distance learning	-	-
5	Other	-	-

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	Lecture	44
2	Laboratory/Studio	-
3	Tutorial	-
4	Others (specify)	-
	Total	44

B. Course Objectives and Learning Outcomes

1. Course Description

The course explores organizational leadership in the context of managing continuous change. Topics include models and theories of leadership; leading organizational culture; effective leadership models; theories and applications of change management; and leading and sustaining change.

2. Course Main Objective

❖ Define leadership and change.
❖ Explain Leadership: Theoretical and Behavioral Approaches.
❖ Explain the importance of change management.
❖ Describe The Leader as a Relationship Builder
❖ Outline The Context and Meaning of Change.

3. Course Learning Outcomes

CLOs	Aligned PLOs

CLOs		Aligned PLOs
1	**Knowledge and Understanding**	
1.1	Memorize theories which explain individual and group behaviors and their relationship with the internal functioning of the organization.	K-5
1.2	Recognize the process and practices for the effective management of organizations and decisions making within them.	K-6
1.3	Lists effective strategies for the management and development of people within the organization.	K12
1.4	Recognize ethics, professional codes of conduct, corporate governance and corporate social responsibility and the increasing importance of sustainability.	K15
2	**Skills :**	
2.1	Develop, identify and use appropriate cognitive skills to deal with anticipated and unanticipated issues and problems in the business environment.	C-1
2.2	Judge business and management issues through research, either individually or as part of a team for projects, investigation and presentations.	C-6
2.3	Recognizes and exploits the potential of new technologies and anticipates the impact of information and communication technologies on business performance.	C-8
2...		
3	**Values:**	
3.1	Demonstrates ability related to coordinate, co-operate and collaborate effectively with peer groups.	
3.2		
3.3		
3...		

C. Course Content

No	List of Topics	Contact Hours
1	**Introduction to Leadership-** What is leadership? Definition of leadership, the nature of leadership, difference between leadership and management.	7
2	**Leadership: Theoretical and Behavioral Approaches-** The Trait Approach, the Behavior Approach, the Contingency Approach, Personality Traits and leader behavior, Emotional Intelligence, Moral Leadership.	12
3	**The Leader as a Relationship Builder-** Leadership and Motivation, How Leader Communicate, Leading Teams in an Organization.	12
4	**The Context and Meaning of Change-** A view of organizations, the historical context of change, types of change, organizational responses to change.	6
5	**Leading Change-** A framework for leading change, leading a major change, leading everyday change, leading for innovation, Implementing change, Tools for implementation.	7
Total		44

D. Teaching and Assessment

1. Alignment of Course Learning Outcomes with Teaching Strategies and Assessment Methods

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
1.0	**Knowledge and Understanding**		
1.1	Memorize theories which explain individual and group behaviors and their relationship with the internal functioning of the organization. (@K-5)	• Quiz • Exam • Assignment	Exams and Quizzes
1.2	Recognize the process and practices for the effective management of organizations and decisions making within them. (@K-6)	• Quiz • Exam	Exams and short essay
1.3	Lists effective strategies for the management and development of people within the organization(@K12)	• Quiz • Exam	Exams and class presentation.
1.4	Recognize ethics, professional codes of conduct, corporate governance and corporate social responsibility and the increasing importance of sustainability (@K15)	• Quiz • Exam • Assignment	Exams and long essays
2.0	**Skills**		
2.1	Develop, identify and use appropriate cognitive skills to deal with anticipated and unanticipated issues and problems in the business environment(@C-1)	• Quiz • Exam • Case Study	Exams
2.2	Judge business and management issues through research, either individually or as part of a team for projects, investigation and presentations. (@C-6)	• Quiz • Exam • Case Study	Long and short essays Rubrics.
2.3	Recognizes and exploits the potential of new technologies and anticipates the impact of information and communication technologies on business performance(@C-8)	• Quiz • Exam • Assignment	
3.0	**Values**		
3.1	Demonstrates ability related to coordinate, co-operate and collaborate effectively with peer groups.	Quiz	Class presentation and Rubrics
3.2			
…			

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Assignments	After every four Weeks	10
2	Mid Term Examination – 1	5th	15
3	Mid Term Examination – 2	10th	15
4	Quizzes	At Least 2 Quizzes after the duration of 4 weeks	10
5	Final Examination	13th	50
6			
	Total		100

*Assessment task (i.e., written test, oral test, oral presentation, group project, essay, etc.)

E. Student Academic Counseling and Support

Arrangements for availability of faculty and teaching staff for individual student consultations and academic advice :

Each and every faculty member of management department is required to assign 6 hours per week as office hours for students' consultation and guide. Students are informed in the beginning of the classes about the office hours.

F. Learning Resources and Facilities

1.Learning Resources

Required Textbooks	Richard L. Daft, "Leadership- 5th Edition", South Western Cengage Learning.
Essential References Materials	Barbara Senior & Stephen Swailes, "Organizational Change- 4th Edition", FT Prentice Hall
Electronic Materials	www.sdl.com.sa
Other Learning Materials	

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	Lecture room with capacity at least 25 seat
Technology Resources (AV, data show, Smart Board, software, etc.)	Internet facility in the class room. And projector with speakers.
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	None

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Teaching Evaluation	Students	Indirect
Course Evaluation	Students	Indirect
Learning Resource evaluation	Students	Indirect
Achievements of Learning Outcomes	Students	Indirect
Faculty Evaluation	Head of the Department	Direct
Peer-evaluation	Peer faculty Member	Direct

Evaluation areas (e.g., Effectiveness of teaching and assessment, Extent of achievement of course learning outcomes, Quality of learning resources, etc.)
Evaluators (Students, Faculty, Program Leaders, Peer Reviewer, Others (specify)
Assessment Methods (Direct, Indirect)

H. Specification Approval Data

Council / Committee	Management Department Council
Reference No.	DC Meeting No-04
Date	11/12/2022