

# North Hennepin Community College

## BUS 1230: Leadership and Teamwork

### A. COURSE DESCRIPTION

Credits: 3

Lecture Hours/Week: \*.\*

Lab Hours/Week: \*.\*

OJT Hours/Week: \*.\*

Prerequisites: None

Corequisites: None

MnTC Goals: None

This course provides students with an understanding of the nature of leadership and teams. This course is for anyone who is a leader or wants to be a leader and wants to develop teamwork skills. Emphasis will be on a practical skill-building approach to leadership and teamwork so students develop skills that can be applied outside of the classroom. This course will include the nature and importance of leadership, characteristics of leaders, leadership styles, developing teams, managing virtual teams, ethics and social responsibility, communication, conflict resolution, and culturally diverse aspects of leadership.

**B. COURSE EFFECTIVE DATES:** 08/26/1997 - Present

### C. OUTLINE OF MAJOR CONTENT AREAS

1. Content covered includes the skills necessary for effective leadership and teamwork. The course incorporates the following concepts:
2. Nature and importance of leadership
3. Traits, motives and characteristics of leaders
4. Charismatic and transformational leadership
5. Leadership vision
6. Effective leadership behaviors, attitudes and styles
7. Developing teamwork
8. Team building
9. Managing teams
10. Virtual teams
11. Motivating team members
12. Contingency and situational leadership
13. Ethics and social responsibility
14. Power, politics and influence tactics
15. Creativity, innovation and leadership
16. Communication
17. Conflict resolution
18. Strategic leadership and knowledge management
19. Culturally diverse aspects of leadership
20. Leadership development and succession

#### **D. LEARNING OUTCOMES (General)**

1. Understand the nature of leadership and teams. (NHCC ELOs 1, 2, 3, 4)
2. Understand the characteristics of leaders and leadership styles. (NHCC ELOs 1, 2, 3, 4)
3. Identify and develop own unique strengths and preferences relative to leadership and teamwork. (NHCC ELOs 1, 2, 3, 4)
4. Discover the attributes of other leaders and contrast them with their own. (NHCC ELOs 1, 2, 3, 4)
5. Apply teamwork and leadership skills in their own personal and professional lives. (NHCC ELOs 1, 2, 3, 4)

#### **E. Minnesota Transfer Curriculum Goal Area(s) and Competencies**

None

#### **F. LEARNER OUTCOMES ASSESSMENT**

As noted on course syllabus

#### **G. SPECIAL INFORMATION**

1. Knowledge of Human Cultures and the Physical and Natural World--Through study in the sciences, mathematics, social sciences, humanities, histories, languages, the arts, technology and professions.
2. Intellectual and Practical Skills--Including: Inquiry and analysis; Critical and creative thinking; Written and oral communication; Quantitative literacy; Information literacy; Teamwork and problem solving.
3. Personal and Social Responsibility and Engagement--Including: Civic knowledge and involvement--campus, local and global; Intercultural knowledge and competence; Ethical reasoning and action; Foundations and skills for lifelong learning.
4. Integrative and Applied Learning--Including: Synthesis and advanced accomplishment across general education, liberal studies, specialized studies and activities in the broader campus community.