

**LINCOLN UNIVERSITY**  
**BUS ADMIN 324 – Leadership Development**  
**Syllabus**

**SO YOU WANT TO BE A LEADER!!!!**  
**WERE YOU BORN WITH LEADERSHIP POTENTIAL????**  
**CAN YOU LEARN HOW TO BE A LEADER????**  
**CAN YOU LEARN LEADERSHIP SKILLS IN CERTAIN AREAS????**  
**ARE THERE METHODS WHICH YOU CAN LEARN THAT YOU CAN USE IN THE**  
**REAL WORLD OF BUSINESS????**  
**STEP RIGHT UP, FOLKS.**  
**SEE WHERE YOU FIT.**  
**ARE YOU A FUTURE CEO???? A FUTURE MANAGER????**  
**A FUTURE CLERK???? A FUTURE *CHAI WALLAH*????**

**MAYBE THIS COURSE CAN HELP YOU. MAYBE NOT.**  
**BUT WE CAN HAVE FUN LEARNING**

### **Course Information**

Each class period is usually divided up with lecture in the beginning, a break, and then discussion of assigned material on business leadership. Two or three classes will be given over to leadership exercise training. Two or three classes will be given to leadership project presentations by each student.

### **Purpose of Course**

This course focuses on what leaders do, how they do it, and how leadership opportunities can be grasped.

### **Required Books and Publications**

1. Kouzes and Posner: The Leadership Challenge
2. Articles in Harvard Business Review on Leadership
3. Articles in Harvard Business Review on Point: “Power: the Good, the Bad, and the Ugly”
4. Articles in Harvard Business Review on Point: “What Great Leaders Do”
5. Selected chapters from Machiavelli: “The Prince”

### **Course Outline and Policies**

1. Assigned Material:
2. Examinations: There will be one mid-term examination and one final examination.

3. Leadership Training Exercises: Students will participate in leadership training exercises designed to build effective leaders and to improve skills in communication, listening, performance management, planning, risk-assessment and decision-making.
4. Project: Each student will present a project on a particular leadership topic of his or her choosing (after consultation with the professor). Topics must be chosen by the seventh week of class. The original paper for the project will be prepared and distributed to all members of the class one week before the project is presented in class. Each oral presentation will last approximately 15 minutes. Discussion will last 15 minutes. The class-audience will be expected to critique and discuss the presentation. Grades will be assigned to the presentation. The class-audience will be expected to have read the project papers and involved participation of the class-audience will be expected.
5. Attendance: Students are expected to attend class and to be in class on time. Any student more than 10 minutes late will not be admitted to the first half of the class period and will be marked for non-attendance.
6. Grades: Grades will be based on the following: 20 per cent for the mid-term; 40 per cent for the final examination; 20 per cent for the project presentation; 20 per cent for class participation, including participation in the leadership training exercises.

### Course Calendar and Assignments

<b>Date</b>	<b>Subject</b>
Jan. 14	Discussion of Course Outline. Lecture on concepts of leadership
Jan. 21	Lecture on Machiavelli's, "The Prince" and political and bureaucratic leadership
Jan. 28	"The Leadership Challenge": Chapters 1 and 2
Feb. 4	"The Leadership Challenge": Chapters 3 and 4
Feb. 11	"The Leadership Challenge": Chapter 5 and 6; Leadership Training Exercises
Feb. 18	"The Leadership Challenge: Chapter 7, 8, 9 and 10
Feb. 25	"The Leadership Challenge": Chapters 11, 12 and 13
March 4	Harvard Business Review on Leadership : pages 1-113
March 11	Harvard Business Review on Leadership: pages 115-226
March 18	Mid-Term; Leadership Training Exercises
April 1	Harvard Business Review on Point: "What Great Leaders Do"

April 8 Leadership Training Exercises

April 15 Harvard Business Review on Point: “The Good, the Bad, and the Ugly”

April 22 Leadership Training Exercises

April 29 Additional Material and Presentation of Topics

May 6 Additional Material and Presentation of Topics

May 13 Presentation of Topics