

**COURSE CODE:** BUAD 370

**COURSE TITLE:** Leadership (in person class)

---

### **Calendar Description**

Learners will examine what leadership involves and its influence and relationship among leaders and followers. Theories, approaches, and models of leadership will be explored to analyze effectiveness in managing diverse, changing, and global environments. Students will assess their own potential for leadership through in-depth examination of concepts such as personality styles, emotional intelligence, and values.

**Prerequisite(s):** BUAD 262 and minimum third-year standing

**Co-requisite(s):** None

**Prerequisite For:** None

**Substitutable Courses:** None

**Graduation Requirement:** BBA, Management Specialty area - Required

**Transfer Credit:** PMPC

**Special Notes:** No

**Credits:** 3

**Hours per Week:** 3

**Originally Developed:** June 2012

**EDCO Approval:** May 2016

---

**CHAIR'S APPROVAL:**



## Learning Outcomes

Outcome	Upon completion of this course students will be able to:
1	Evaluate personal awareness through self- assessment tools and apply this learning to team and group activities throughout the course.
2	Critique the effectiveness of relevant leadership theories using material presented
3	Compare the differences between passive and active followership based on material provided.
4	Evaluate their own followership style in the context of class activities.
5	Discuss the challenges and opportunities of leading in less traditional roles, as demonstrated through industry leaders, case studies and interview assignment.
6	Appraise their personal methods of power and influence to motivate self and others, as illustrated through team activities and self-assessment.
7	Evaluate, through reflection of class materials and team assignments, the importance of respecting and optimizing diversity in your leadership approach.

## Course Objectives

Objectives	This course will cover the following content:
1	Definitions of leadership
2	Theories of leadership
3	Character development and emotional intelligence
4	Personality assessments and instruments
5	Followership
6	Diversity and leadership
7	Online and distributed leadership, Leadership in remote/hybrid work contexts
8	Culture and values
9	Leadership adaptability, responsibility and accountability
10	Management of self and others
11	Current topics in leadership

## Professors

Name	Phone Number	Office	Email
Dr. Susan Thomas	ext. 4097	B137	<a href="mailto:stthomas@okanagan.bc.ca">stthomas@okanagan.bc.ca</a>

## Evaluation Procedure

Team Assignment (s)	30 %
Participation & Discussion Forums	25 %
Exam*	25 %
Individual Leadership Plan*	20 %
<b>Total**</b>	<b>100 %</b>

## Course Policy on the Use of Artificial Intelligence

### Generative AI tools are not permitted unless explicitly stated otherwise

- The use of generative artificial intelligence tools is strictly prohibited in all course assignments unless explicitly stated otherwise by the instructor in this course. This includes ChatGPT and other artificial intelligence tools and programs. Whenever generative AI tools are permitted and used, they must be appropriately cited. (See [How to cite ChatGPT \(apa.org\)](#))

## Required Materials

- The required course text for this class is: MacLean, D. (2023). *Wholehearted Leadership Volume 1: A collection of leadership lessons to inspire and equip you to lead and live wholeheartedly*. Kelowna, BC: Superior Book Productions.
- This book is available at the bookstore: [Course Search - Okanagan College Campus Store](#)
- You will also have a variety of other materials to read for the Buad 370 course that can be accessed on Talis via the Moodle course shell at no cost.
- A variety of other assessment tools (Strengthsfinder, EQ-i, MBTI, Values, Followership) are provided at no cost to the student (see Moodle shell for access to these tools).

## Notes

\* **To pass the course** students must obtain a combined overall passing average grade on **both their leadership plan and final exam** (minimum of 22.5% of the 45% combined marks assigned to these two individual components of the course). There **is a final exam for this course**, and it will occur during the final exam period. It will be delivered in class using online Moodle exam requiring personal computer or ipad, with a 2-page reference sheet allowed, using a lockdown browser.

\*\*Oral and written communication is a critical component of all assignments and exams and as such, is an important criterion in the evaluation of all course work (must meet a minimum of third-year standing).

\*\*There are **two team assignments** in this course. The ideal group size is 3-4 members, and students can choose their own groups. Your professor will help facilitate the formation of these teams, and each group will be required to complete a performance evaluation that will be used to assess their performance over the semester. Individual student grades can be impacted (positively or negatively) as a result of these performance ratings by the group.

The Leadership course has been designed to assist in your development as a leader and follower. Since leadership and management are not mutually exclusive, the course material contains a blend of traditional and innovative approaches. These experiences are focused on personal development and team effectiveness. The course materials (class text and reading list) have been selected for their professional discussions about leadership and management. These, along with assignments and exercises, will provide you with several leadership tools to assist with your understanding of the motives of leaders and managers, the relationships between leaders and followers,

and will help you to examine leadership choices in a variety of situations. Selected videos, guest speaker & assignments will add other experiential dimensions to your leadership development.

### Late Policy:

The team assignment is done in groups and individual assignments are not accepted. Assignments received late will be deducted 10% per day. Any assignment received after the due date time specified will automatically be deemed one day late and 10% will be deducted. Assignments received after 5 calendar days will not be accepted. Teams not available to do their presentations on their assigned date will forfeit the marks for the assignment and presentations will not be rescheduled.

## Course Schedule

(Subject to change at the discretion of the professor)

Date		Topic	Textbook
2025 Week of:		Wed, Sep 3 - Classes begin Fri, Sep 12 - Add/drop date - Last day to register for a course and last day to receive a refund for course drop <b>Tue, Sep 30 - Statutory Holiday (no classes)</b> <b>Mon, Oct 13 - Statutory Holiday (no classes)</b> Fri, Oct 24 - Last day to withdraw from a course without academic penalty <b>Mon, Nov 10 - No classes</b> <b>Tue, Nov 11 - Statutory Holiday (no classes)</b> Fri, Dec 5 - Last day of regularly scheduled classes Tue, Dec 9 - Thu, Dec 18 - Final exam period – see <a href="#">policy</a>	
Week One	Sept 3-5	<b>Overview of Course and Expectations</b>  <b>Introduction to Leadership</b>	Textbook: (MacLean, 2023)
Week Two	Sept 8-12	<b>Leadership Theory: Servant &amp; Level V</b> Team Formation for Assignments Course Overview Quiz <b>due Sept. 10th by 11:59 pm</b>	*Gandolfi & Stone (2018) *Collins, Jim. (2001) Textbook: MacLean (2023)
Week Three	Sept 15-19	<b>Wholehearted Leadership</b> Team Assignment #1 Leadership Interview Question Review Video of Textbook Author Discussion Forum #1 & #2 <b>due Sept 17th by 11:59 pm</b>	Textbook: MacLean (2023)  Note: have textbook completed by this class
Week Four	Sept 22-26	<b>Developing Your Emotional Intelligence</b> EQ-i assessment must be completed for class <b>Discussion Forum #3 due Sept 24th at 11:59 pm</b>	EQi assessment See Self- assessment section in Moodle for instructions. *Goleman (2009)
Week Five	Sept 29-Oct 3	<b>Leadership through Strengths</b> StrengthsFinder/StrengthsQuest assessment must be completed for class <b>Discussion Forum #4 due by Oct. 1st at 11:59 pm</b>  <b>Team Assignment #1 Proposal, Team Evaluation Form &amp; Interview Questions due by Oct 4th at 11:59 pm</b>	StrengthsFinder Assessment - see Moodle for code needed  See Team assignment #1 instructions refer to proposal and team evaluation form.  *Chima & Gutman (2020)
Week Six	Oct 6-10	<b>Diversity and Leadership</b> <b>Discussion Forum #5 &amp; 6 due by Oct. 8th at 11:59 pm</b>	*National Equity Project (2019) *Johnson (2018) Upload dropbox for question approval.
Week Seven	Oct 13-17	<b>Leadership through Personality</b> True Colors Workshop facilitated in class (Oct. 17th). <b>Interview of a Local Leader Assignment due Oct 17th by 11:59 pm</b>	Attendance required. *MBTI Assessment Whitepaper: Great leaders are authentic leaders (Psychometrics, n.d.)
Week Eight	Oct 20-24	<b>Values-based Leadership; Co-Leadership; Adaptability</b> <b>Discussion Forum #7 due by Oct 22nd by 11:59 pm</b>	*Lunapads Case, Myrah & Sawatzky (2016) Chima & Gutman (2020)
Week Nine	Oct 27-31	<b>Followership</b> In class discussion/presentations of Leader Interviews (Team Assignment #1) <b>Team Assign. #2 Seminar Proposal due Oct 29th by 11:59 pm</b> <b>Discussion Forum for Week #8 due Oct 29th by 11:59 pm</b>	*Northhouse (2019)

Week Ten	Nov 3-7	<b>'Leadership in Action' Speaker Panel (or video)</b> Seminar Presentation Team Assignment #2 Review <b>Discussion Forum #9 due by Nov 12th at 11:59 pm</b>	Attendance required
Week Eleven	Nov 10-14	<b>Team Assignment #2 Presentations: Leadership Seminar (face-to face)</b> Discussion on 'Leadership in Action' Speaker Panel Team Assignment #2 delivery in class	See Moodle for Team Assignment #2 instructions
Week Twelve	Nov 17-21	<b>Team Assignment #2 Presentations: Leadership Seminar (face-to face)</b> Team Assignment #2 delivery in class	See Moodle for Team Assignment #2 instructions
Week Thirteen	Nov 24 - 28	<b>Individual Leadership Plan</b> <b>Individual Leadership Plan due Nov 28<sup>th</sup></b>	See Moodle for Individual Leadership Plan Assignment Instructions.
Week Fourteen	Dec 1-5	<b>Course conclusion &amp; review</b>	
Final Exam Period	Dec 9 -18	<b>Final Exam</b>	Refer to OC schedule for exam

## Skills Across the Business Curriculum

The School of Business promotes core skills across the curriculum. These skills include reading, written and oral communications, computers, small business, and academic standards of ethics, honesty and integrity.

## Student Conduct

### What is the Disruption of Instructional Activities?

At Okanagan College (OC), disruption of instructional activities includes student “conduct which interferes with examinations, lectures, seminars, tutorials, group meetings, other related activities, and with students using the study facilities of OC”, as well as conduct that leads to property damage, assault, discrimination, harassment and fraud. Penalties for disruption of instructional activities include a range of sanctions from a warning and/or a failing grade on an assignment, examination or course to suspension from OC.

**Academic Honesty:** Students have a responsibility to read the [OC Academic Integrity Policy](#).

### What is Cheating?

“Cheating includes but is not limited to dishonest or attempted dishonest conduct during tests or examinations in which the use is made of books, notes, diagrams or other aids excluding those authorized by the examiner. It includes communicating with others for the purpose of obtaining information, copying from the work of others and purposely exposing or conveying information to other students who are taking the test or examination.”

Students must submit independently written work. Students may not write joint or collaborative assignments with other students unless the instructor approves it in advance as a group/team project. Students who share their work with other students are equally involved in cheating.

### What is Plagiarism?

Plagiarism is defined as “the presentation of another person’s work or ideas without proper or complete acknowledgement.” It is the serious academic offence of reproducing someone else’s work, including words, ideas and media, without permission for course credit towards a certificate, diploma, degree and/or professional designation. The defining characteristic is that the work is not yours.

“Intentional plagiarism is the deliberate presentation of another’s work or ideas as one’s own.” Intentional plagiarism can be a copy of material from a journal article, a book chapter, data from the Internet, another student, work submitted for credit in another course or from other sources.” “Unintentional plagiarism is the inadvertent presentation of another’s work or ideas without proper acknowledgement because of poor or inadequate practices. Unintentional plagiarism is a failure of scholarship; intentional plagiarism is an act of deceit.”

### What are the Students’ Responsibilities to Avoid Plagiarism?

Students must acknowledge the sources of information used on all their assignments. This usually involves putting the authors’ name and the year of publication in parentheses after the sentence in which you used the material, then at the end of your paper, writing out the complete references in a Reference section.

“Students are responsible for learning and applying the proper scholarly practices for acknowledging the work and ideas of others. Students who are unsure of what constitutes plagiarism should refer to the UBC publication “*Plagiarism Avoided; Taking Responsibility for your Work*”. This guide is available in OC bookstores and libraries.

Students are expected to understand research and writing techniques and documentation styles. The School of Business requires the use of the APA or MLA style but suggests that students cite references using the APA guidelines (see Publication Manual of the American Psychological Association, 6<sup>th</sup> edition (2009)). A copy of the APA manual is available in the reference section and available for circulation from OC libraries. The library website has access to these two major citing styles.

### What are the Penalties for Plagiarism and Cheating?

The Okanagan School of Business does not tolerate plagiarism or cheating. All professors actively check for plagiarism and cheating and the Okanagan School of Business subscribes to an electronic plagiarism detection service. All incidents of plagiarism or cheating are reported and result in a formal letter of reprimand outlining the nature of the infraction, the evidence and the penalty. The Dean of the School of Business and the Registrar record and monitor all instances of plagiarism and cheating. Penalties for plagiarism and cheating reflect the seriousness and circumstances of the offence and the range of penalties includes suspension from OC. Last Updated: April 7, 2025 (New Academic Integrity Policy Link)

---