

Bakersfield College
Course Outline of Record Report
 09/06/2021

EDUCB21NC : Intermediate Applied Leadership

General Information

Author:	<ul style="list-style-type: none"> • Maria Wright • Bligh, Kimberly • Menchaca, Erica
Attachments:	Prereq for 21NC.pdf
Course Code (CB01) :	EDUCB21NC
Course Title (CB02) :	Intermediate Applied Leadership
Department:	Education
Proposal Start:	Spring 2022
TOP Code (CB03) :	(4930.72) Leadership Skills Development
CIP Code:	(32.0108) Developmental/Remedial English
SAM Code (CB09) :	Non-Occupational
Distance Education Approved:	No
Course Control Number (CB00) :	CCC000618788
Curriculum Committee Approval Date:	05/07/2020
Board of Trustees Approval Date:	06/11/2020
External Review Approval Date:	07/01/2020
Course Description:	This course is a continuation of Introductory Applied Leadership and prepares students to become engaged, responsible, and active community members and leaders. In addition to weekly class meetings, students engage in a required on- or off-campus field experience. The purpose of this course is to prepare students for a lifetime of community involvement and leadership. Similar to the introductory course, this course is designed for cohorts of students who are working together with a specific context.
Submission Rationale:	Add Distance Education Revisiting the course to allow for distance learning. This teaching modality will allow for a broader range of students to enroll in the course.
Author:	No value

Minimum Qualifications

Discipline requiring a Master's Degree:	<ul style="list-style-type: none"> • Education
Disciplines in which a Master's Degree is not usually available:	No value
Disciplines in which a Master's Degree is not generally available BUT which requires a specific Bachelor's or Associate Degree:	No value

Course Development Options

Basic Skill Status (CB08)

Course is not a basic skills course.

Allow Students to Gain Credit by Exam/Challenge

Rationale For Credit By Exam/Challenge

No value

In-Service Course (required by California Penal Code)

Course Special Class Status (CB13)

Course is not a special class.

Allowed Number of Retakes

99

Retake Policy Description

This is a noncredit course. Student can re-enroll as many times as necessary to achieve satisfactory progress.

Course Support Course Status (CB26)

Course is not a support course

Grade Options

- Noncredit Grading (P/SP/NP, UG)

Course Prior To College Level (CB21)

Not applicable.

Allow Students To Audit Course

Associated Programs

Course is part of a program (CB24)

Associated Program

Award Type

Active

Leadership Certificate of Completion (NC) (In Development)

Certificate of Completion (NC)

Summer 2021

Applied Leadership Certificate of Completion (NC) (In Development)

Certificate of Completion (NC)

Fall 2021

Transferability & Gen. Ed. Options

Course General Education Status (CB25)

Y

Transferability

Not transferable

Transferability Status

Not transferable

Units and Hours

Summary

Minimum Credit Units (CB07) 0

Maximum Credit Units (CB06) 0

Total Course In-Class (Contact) Hours 27

Total Course Out-of-Class Hours 0

Total Student Learning Hours 27

Credit / Non-Credit Options

Course Credit Status (CB04)

Non-Credit

Course Non Credit Category (CB22)

Workforce Preparation.

Non-Credit Characteristic

Learning Assistance

Course Classification Code (CB11)

Workforce Preparation Enhanced Funding.

Variable Credit Course

Funding Agency Category (CB23)

Not Applicable.

Cooperative Work Experience Education Status (CB10)

Weekly Student Hours

	In Class	Out of Class
Lecture Hours	1.5	3
Laboratory Hours	0	0
Activity Hours	0	0

Course Student Hours

Course Duration (Weeks)	18
Hours per unit divisor	54
Course In-Class (Contact) Hours	
Lecture	27
Laboratory	0
Activity	0
Total	27
Course Out-of-Class Hours	
Lecture	0
Laboratory	0
Activity	0
Total	0

Units and Hours - Weekly Specialty Hours

Activity Name	Type	In Class	Out of Class
No Value	No Value	No Value	No Value

Pre-requisites, Co-requisites, Anti-requisites and Advisories

Prerequisite

Successful completion of EDUC B20NC or equivalent with a grade of C or better.

Limitations on Enrollment

Limitations on Enrollment	Description
No value	No value

Specifications

Methods of Instruction	
Methods of Instruction	Lecture
Rationale	A lecture is an effective way of presenting information that isn't in the text or to reinforce information that is in the book. Students can practice listening and notetaking skills.
Methods of Instruction	Collaborative Group Work
Rationale	Through working together, students can make discoveries and learn collaborative strategies that are important in leadership.
Methods of Instruction	Guest Speakers
Rationale	Leaders in the community and on campus can provide real world perspective that would enhance student learning.
Methods of Instruction	Lecture / Discussion
Rationale	A small group or whole class discussion following a lecture can be a way to make the information more relevant.
Methods of Instruction	Study
Rationale	Students who read the text on their own practice reading strategies and annotating skills.
Methods of Instruction	Discussion
Rationale	Students learn from each other when they share ideas.
Methods of Instruction	Group Activities
Rationale	Through working together, students can make discoveries and learn to to accomplish tasks, a skill important in leadership.

Methods of Instruction

Required Reading

Rationale

Students who read texts on leadership, working collaboratively, and communication on their own practice reading strategies and annotating skills.

Methods of Instruction

Student Presentation

Rationale

The student presenting learns public speaking skills and the students listening learn the information.

Assignments

journal or short writing assignments documenting leadership activities
 short writing assignments
 other short assignments as needed
 proposed or completed project related to club or leadership activities
 presentation

Methods of Evaluation**Rationale**

Homework

The instructor can assess that the student completed the reading or activity by the stated deadline. They give the instructor feedback as well.

Group Projects and Presentation

The instructor can assess how well the group worked together, presentation skills, and what they learned.

Written assignments

The instructor can assess what the student has learned as well as his/her insights on the issues.

Written Exams (Quizzes, Midterm, and/or Final Examination)

The instructor can assess what the student has learned on a formative and summative basis.

Skills Demonstration (out of class)

Students can demonstrate their understanding and mastery of leadership through a project on campus or off campus.

Equipment

No Value

Textbooks**Author****Title****Publisher****Date****ISBN**

Author: James Kouzes, Barry Posner

Encouraging the Heart: A leader's Guide to Rewarding Recognizing Others

The leadership Challenge

2003

Other Instructional Materials

No Value

Materials Fee

None



Learning Outcomes and Objectives

Course Objectives

1. Upon successful completion of the course, the student will be able to apply leadership theories, strategies, and skills to the college and/or workplace through study, reflection, and practice working on committees.
2. Upon successful completion of the course, the student will understand and demonstrate key characteristics of successful leader through readings and practice in small group settings.
3. Upon successful completion of the course, the student will critically examine and consider gender and diversity as they apply to successful leadership through readings and discussion.
4. Upon successful completion of the course, the student will individually or collaboratively create a timeline, budget, and publicity for completion of a club/campus project or event.
5. Upon successful completion of the course, the student will engage in civic service through student group projects and/or implementation of improvement projects.

CSLOs

1. Upon successful completion of the course, the student will be able to discover their own leadership style and practice effective ways to work with others to develop projects. Expected SLO Performance: 70.0

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|----------------------------|--|
| <i>ISLOs</i>
Core ISLOs | Engage productively in all levels of society – interpersonal, community, the state and nation, and the world |
| | Communicate effectively in both written and oral forms |
| | Demonstrate competency in a field of knowledge or with job-related skills |

2. Upon successful completion of the course, the student will be able to optimize meeting time. Expected SLO Performance: 70.0

- | | |
|----------------------------|---|
| <i>ISLOs</i>
Core ISLOs | Communicate effectively in both written and oral forms |
| | Demonstrate competency in a field of knowledge or with job-related skills |
| | Think critically and evaluate sources and information for validity and usefulness |

3. Upon successful completion of the course, the student will be able to develop effective conflict resolution and communication strategies in group settings and evaluate the variables of culture and gender. Expected SLO Performance: 70.0

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|----------------------------|--|
| <i>ISLOs</i>
Core ISLOs | Demonstrate competency in a field of knowledge or with job-related skills |
| | Engage productively in all levels of society – interpersonal, community, the state and nation, and the world |
| | Think critically and evaluate sources and information for validity and usefulness |
| | Communicate effectively in both written and oral forms |

4. Upon successful completion of the course, the student will be able to create a timeline for an event, including budgeting and promotion.

Expected SLO Performance: 70.0

ISLOs	Think critically and evaluate sources and information for validity and usefulness
Core ISLOs	Communicate effectively in both written and oral forms
	Engage productively in all levels of society – interpersonal, community, the state and nation, and the world
	Demonstrate competency in a field of knowledge or with job-related skills

Outline**Course Outline**

- I. Leadership styles (2 weeks)
- II. Leadership theory (2 weeks)
- III. Institutional Navigation (1 week)
- IV. Budgeting and event planning (2 weeks)
- V. Working collaboratively and conflict resolution (1 week)
- VI. Identify goals and objectives and select a project (1 week)
- VII. Effective meetings and Robert's Rules of Order (1 week)
- VIII. Effective planning discussions (1 week)
- IX. Effective communication (2 weeks)
- X. Diversity and gender as they relate to leadership (2 weeks)

Distance Education Criteria and Standards_3.1

Please choose all of the delivery methods applicable to this course.

- Face to Face
- Hybrid (requires face to face meetings)
- Online (Flexible, purely online no face to face contact)
- Interactive (Scheduled, synchronous distance modality)

Rigor statement: The same standards of course quality shall be applied to distance education as are applied to traditional classroom courses in regard to the course quality judgments made pursuant to the requirements of Section 55002. The same expectations applies to any local course quality determination or review process.

- Methods of evaluation and out of class assignments are the same as for a face to face course.

If the methods of evaluation differ from a face to face courses, please indicate what the differences are and why they are being used.

No Value

If the face to face course has a lab, field trip, or site visit explain how these components will be performed in the online course. Be sure to identify how the lab component will differ from a homework assignment.

No Value

All approved courses offered as distance education shall include regular, effective contact between instructor and students. Effective methods are expected to be utilized by all instructors teaching the course but are not limited to the choices below. Choose the methods demonstrating effective INSTRUCTOR/STUDENT contact for this course. (Choose all that apply)

- Discussion Forum
- Email and other online Messaging
- Interactive Video
- Class Announcements
- Review Sessions
- Supplemental Seminar or Study Session
- Archived Video/ Lecture Recordings
- Assignment Feedback

All approved courses offered as distance education shall include regular, effective contact between instructor and students. Effective methods are expected to be utilized by all instructors teaching the course but are not limited to the choices below. Choose the methods demonstrating effective STUDENT/STUDENT contact for this course. (Choose all that apply)

- Discussion Forum
- Email other online messaging
- Online Group Work
- Interactive Video
- Message Board

All approved courses offered as distance education shall include regular, effective contact between instructor and students. Effective methods are expected to be utilized by all instructors teaching the course but are not limited to the choices below. Choose the methods demonstrating effective STUDENT/CONTENT contact for this course. (Choose all that apply)

- Discussion Forum
- Interactive Video
- Library Workshop
- Message Board
- Online Academic Support Services
- Supplemental Seminar or Study Session
- Archived Video / Recorded Lectures

Purely because of the delivery mode, will you require additional software or hardware beyond basic computer and web browser capabilities?

No Value

Federal and state regulations require that all online course materials be made available in an accessible electronic format. By checking both boxes below, the instructor is ensuring compliance with Section 508 of the Rehabilitation Act.

No Value

A good practice is that section size should be no greater in distance education modes than in regular face to face versions of the course. Will the online section for this course differ from face to face sections?

- No

If the online section of the course will differ in size from face to face sections, please provide a rationale for the size difference.

No Value

Provide supplemental information for all OTHER options chosen in the sections above.

No Value