

Clackamas Community College

Online Course/Outline Submission System

 Show changes since last approval in red**Section #1 General Course Information****Department:** Business**Submitter**

First Name: David

Last Name: Blessman

Phone: 3446

Email: davidb

Course Prefix and Number: SDP - 132

Credits: 1**Contact hours**

Lecture (# of hours): 11

Lec/lab (# of hours):

Lab (# of hours):

Total course hours: 11

For each credit, the student will be expected to spend, on average, 3 hours per week in combination of in-class and out-of-class activity.

Course Title: Workplace Leadership 1**Course Description:**

Participants will examine and practice the skills necessary to transition to being a leader and the skills necessary to spark action in others.

Type of Course: Career Technical Supplementary

Can this course be repeated for credit in a degree?

No

What is the target audience/industry for this class?

Business

Are there prerequisites to this course?

No

Are there corequisites to this course?

No

Are there any requirements or recommendations for students taken this course?

No

Are there similar courses existing in other programs or disciplines at CCC?

No

Will this class use library resources?

Yes

Have you talked with a librarian regarding that impact?

No

Is there any other potential impact on another department?

No

Does this course belong on the Related Instruction list?

No

GRADING METHOD:

A-F or Pass/No Pass

Audit: Yes

When do you plan to offer this course?

✓ Not every term

Is this course equivalent to another?

If yes, they must have the same description and outcomes.

No

Will this course appear in the college catalog?

No

Will this course appear in the schedule?

No

Student Learning Outcomes:

Upon successful completion of this course, students should be able to:

DDI: Your Leadership Journey

1. describe the factors which impact the transition from individual contributor to leader,
2. demonstrate how to build trust and be authentic,

DDI: Communicating for Leadership Success

3. demonstrate use of effective interaction skills,
4. recognize the difference between personal and business needs,
5. provide meaningful and actionable feedback.

This course does not include assessable General Education outcomes.

Major Topic Outline:

1. Performance.
2. Personal Needs.
3. Interaction Process.
 - a. Performance feedback guidelines and process.
 - b. Career Transitions.
 - c. From follower to leader.
 - d. Trust.

Does the content of this class relate to job skills in any of the following areas:

- | | |
|--------------------------------------|-----------|
| 1. Increased energy efficiency | No |
| 2. Produce renewable energy | No |
| 3. Prevent environmental degradation | No |
| 4. Clean up natural environment | No |
| 5. Supports green services | No |

Percent of course: 0%

First term to be offered:

Specify term: Spring 2015
