

New Mexico Highlands University
School of Business Administration
Las Vegas, New Mexico

Management 453/553- ORGANIZATIONAL LEADERSHIP

Professor:

Dr. Luis Ortiz

Office:

School of Business Administration
Box 9000 c/o Sininger Hall office #227
Las Vegas, New Mexico 87701
Phone: (505) 454-3584; Fax: (505) 454-3354
Website: www.drluisortiz.com
E-mail: lortiz@nmhu.edu

Classes and Office Hours:

Required Materials for the Course:

Text: Understanding Behaviors for Effective Leadership: ISBN: 0-13-148452-4
Jon P. Howell and Dan L. Costley 2ND Edition Prentice Hall

Course Description: This course addresses the fundamental aspects of leading and motivating people it includes understanding and working with people on an individual basis as well as leading groups. We will study high-performing organizations and the challenges of leading change in organizations. The course focuses on the behaviors of individuals and groups within the diverse organizations and processes that one who desires to be an effective leader can expect to find in the real world of business. There is an emphasis on individual and on group work performance. Topics include influence, motivation, values, types of leadership styles, attitudes, communication, organizational culture, power, politics, citizenship behavior, fairness, job satisfaction and trust.

Teaching Methods

The course incorporates different teaching approaches: lecture, assignments, group work, and class discussions. You are expected to come to class having read and thought about topics scheduled for the class sessions. Note that your participation will make the class pleasant and intellectually stimulating, so please do attend every session.

Philosophy and of Performance Objectives the Course – Students who successfully complete this course should be able to:

- Articulate the importance of organizational leadership to the effectiveness of organizations as demonstrated by class discussion, book problems, and class or non-class exercises.

- Interpret, critically analyze, recommend, and defend with supporting evidence feasible courses of action for actual real life situations.
- Describe the major factors affecting leadership behavior of individuals and groups within organizations.
- Recognize the interplay of diversity in an organization's environments (internal, external, and global business environment).
- Effectively demonstrate both written and oral communication skills crucial for success in the real world of business.
- Demonstrate an ability to engage in constructive criticism of current organizational leadership styles.
- Demonstrate computer literacy, critical thinking, and class participation skills.

Global Awareness Integration

The focus of this course is on a general overview of organizational leadership but the student must know that today's business environment is becoming increasingly global. Thus, every student will incorporate examples of business in a global basis. The instructor will also add to this global awareness from his experiences in dealing with the maquiladora industry along the Mexico and United States of American's border, public and private organizations in the USA, non-profit organizations in Australia, and service the industry in Canada. Organizations that the instructor has worked with include Invacare, Seagate, Eaton, Bard, Keytronic, TRW, BBB, Lucky Goldstar, CPM, Siemens, Lucent, Delnosa-Delphi, Rey Mex Bra, Bissell, Nokia, Whirlpool and AMMEX.

Performance Measures / Exams

The examinations will cover materials contained in the designated chapters and topics discussed in class. The test will contain short essay questions. We will discuss the exam's details in class (e.g. reviews). The final exam date is going to be as indicated in the official university schedule.

Reward System (Grading)

	<u><i>% of Grade</i></u>
Discussion/Attendance	50%
Exams	25%
Assignments	10%
Paper	<u>15%</u>
Total	100%

Grades will be assigned using the following scale:

100 – 90 : A 89 – 80 : B 79 – 70 : C
69 – 60 : D Below 60 : F

Attendance

Registering for this class implies that you know the days and time the class meets and accept the responsibility for attending classes and being on time. Excessive tardiness and/or leaving the class early “is” an absence. If you miss classes because of school activities, you should bring a schedule of expected dates of absence. The student will drop the class if he or she has more than **three** absences.

Expectations

I expect you to keep up with your reading assignments, to participate, to be present, and on time for all classes and exams. I also expect appropriate and ethical personal conduct from you. Scholastic dishonesty is subject to disciplinary penalties, including possible failure in the course and dismissal from the university. There will be no curving and no make-up exams.

ADA Compliance

If you have a documented disability, which will make it difficult for you to carry out the work as I have outlined and/or if you need special accommodations/assistance due to the any disability, please contact the Office of Academic Support, Christy Pyles, Director of Services to Students with Disabilities and Testing Academic Advisor (505 454-3473), as soon as possible. Appropriate accommodations will be arranged.

People generally remember:

- 10% of what they read
- 20% of what they hear
- 30% of what they see
- 50% of what they both see and hear
- 70% of what is discussed with others
- 80% of what they personally experience
- 90% of what they teach others

Instructor reserves the right to change or alter the course material as deemed necessary as the class progresses.