

Unit of Study Guide: BUS3006/SBM3202 Leadership and Governance

Trimester 1, 2022

Overview

This unit introduces and explores the major concepts and perspectives in leadership and governance. To succeed in today's professional world, it is as important to be aware and understand the dynamics that influence organisational life as it is to possess technical and task-oriented skills. People at different levels in organisations are expected to lead, inspire and energize their colleagues, departments and whole organisations. As the environment in which organisations operate rapidly changes, new forms of leadership and governance emerge. These trends and their implications will be analysed and discussed in this unit of study.

Course(s)	Bachelor of Business;
Core or Elective	Core: Bachelor of Business Elective: Bachelor of Business Information Systems
Credit Points	6
Duration	12 weeks (10 teaching weeks; 1 study week; 1 final assessment week)
Student Workload	Students should expect to spend approximately 8.5 hours per week over 12 weeks on learning activities for this unit. This includes time spent attending scheduled classes, undertaking private study, preparing assessments and completing examinations.
Essential Requirements	N/A
Modes of Delivery	On campus/ online
Pre-Requisites	BUS2004
Unit Coordinator	Dr. Jenny Katis
Contact Information	✉: jenny.katis@apiccollege.edu.au Consultation: By appointment.

Unit Learning Outcomes

On successful completion of this units, students will be able to:

- ULO1 Critically evaluate the interconnectedness between leadership styles and governance models in present day organisations.
- ULO2 Develop self-reflection concerning one's preferred style of leadership, and the impact of this on effectiveness.
- ULO3 Assess the importance of ethics, diversity, and politics for effective leadership.
- ULO4 Demonstrate skills for monitoring performance and evaluating corporate direction in diverse business environments.
- ULO5 Create an audit report for organisational compliance and risk management.

ULO6 Apply principles of corporate governance, including corporate social responsibilities, in organisations.

Weekly Schedule

Detailed information for each week's activities can be found in the unit's weekly modules in Canvas.

Week	Topic
Week 1	Introduction, Defining leadership
Week 2	Leadership Theories
Week 3	Group and Teams
Week 4	Ethics and moral
Week 5	Diversity in the workplace
Week 6	Change Management
Week 7	Stress and job performance
Week 8	Power and politics
Week 9	Governance and management
Week 10	Corporate Social Responsibility
Week 11	STUDY WEEK
Week 12	ASSESSMENT/EXAMINATION WEEK FOR SPECIFIED UNITS

Assessments



- All assessments are compulsory.
- To pass the unit students must:
 - achieve a total of 50% or more of marks offered; and
 - pass all individual invigilated assessments; and
 - have attempted all assessments.

Where one or more of these requirements are not met, the Board of Examiners will consider a student's overall progress towards meeting the unit learning outcomes and any special circumstances before reaching a decision.

- The Board of Examiners may grant a supplementary assessment where a student:
 - achieves a total of 45% or more; and
 - has passed all individual invigilated assessments in the unit; and
 - has attempted all assessments; and
 - has a recommendation for supplementary assessment by the Unit Coordinator and the Head of Discipline.

Where one or more of these requirements are not met, the Board of Examiners will consider a student's overall progress towards meeting the unit learning outcomes and any special circumstances before reaching a decision. Attendance and engagement in class will be considered.

4. APIC awards common result grades as set out in the [Award of Grade Policy](#).
5. Detailed information for each assessment can be found on the Unit's Home Page and in the Assessment Brief.

Assessment Task	Type	Weight	Length	Due	ULO's Assessed
Assessment 1: Portfolio Portfolio Assessment, on-going assessment from Week 1 to Week 10.	Individual Invigilated	40%	3500 words	Week 5 to 10	ULO-1 ULO-4 ULO-7
Assessment 2: Case study Using theories of leadership and governance to critique a relevant case study provided to the students.	Individual 	30%	1500 words	Week 8	ULO-1 ULO-3 ULO-4 ULO-5 ULO-6 ULO-7
Assessment 3: Reflective Essay Covering a leadership topic studied through- out the semester.	Individual 	30%	15 mins 1500 words equivalent	Week 12	ULO1 ULO2 ULO3 ULO4 ULO7

equiv. – equivalent word count based on the Assessment Load Equivalence Guide. It means this assessment is equivalent to the normally expected time requirement for a written submission containing the specified number of words.

Course Reserves

Course Reserve includes all required resources and reading material for the unit of study. You can access Course Reserve via [APIC Library](#) or via the Course Reserve link on the unit's homepage.

Prescribed text(s):

Manning, G & Curtis, K 2018, *The art of leadership*, 6th edn, McGraw-Hill Education, New York.

Recommended Readings:

Lussier, RN & Achua, CF 2016, *Leadership: Theory, application and skill development*, 6th edn, Cengage Learning, Boston, Massachusetts.

Ferrell, O, Fraedrich, J & Ferrell, L 2018, *Business ethics: Ethical decision making and cases*, 12th edn, Cengage Learning, Boston, Massachusetts.

Other Recommended Resources:

- Harvard Business Review
- Academy of Management Journal
- Academy of Management Review
- Asia Pacific Journal of Management
- California Management Review
- Journal of General Management
- Strategic Management Journal

Academic Integrity

Ethical conduct and academic integrity and honesty are fundamental to the mission of APIC and academic misconduct will not be tolerated by the College. It is the responsibility of every student to make sure that they understand what constitutes academic misconduct and to refrain from engaging in it. Please refer to APIC's [Academic Integrity Policy](#) for further details.

Other Important Information and Links

<p>Special consideration</p> <p>If your academic work is impacted by significant documented illness, hardship, or other adverse circumstances beyond your control, you may make an application for Special Consideration. Please refer to the Assessment Policy for further details.</p>	<p>Late submission</p> <p>Penalties apply when work is submitted after the due date without approval. Please refer to the Assessment Policy for information about late submission.</p>
<p>Assessment appeals</p> <p>If you are concerned about a mark you have received for an assessment or final grade, you may apply to formally appeal the grade. Please see the Assessment Policy for further details.</p>	<p>Award of grades</p> <p>APIC awards common result grades, set out in the Award of Grade Policy.</p>
<p>Expectations of student conduct</p> <p>Students are expected to conduct themselves in a manner that is consistent with a safe and respectful study environment. More information can be found in the Student Code of Conduct.</p>	<p>Study resources</p> <p>APIC Library and Student Learning Support resources and services can be accessed via the Student Lounge or your Dashboard on the OLS (Canvas).</p>

Student Services

The Student Services team provides administrative support for students and handles enquiries about enrolment, timetables, important dates and submitting forms. More information can be found on the [Student Services page on the OLS \(Canvas\)](#).

Key dates

Key dates through the academic year, including teaching periods, census, payment deadlines and exams can be found on the [Academic Calendar](#) section of the APIC website.

Changes and Updates to the Unit of Study Guide

This Unit of Study Guide may be updated and amended from time to time. Students will be notified of any changes to the unit via the Online Learning System (Canvas) space for the unit.

This Unit of Study Guide was last modified on 31st January 2022.