

# TRIBAL GOVERNANCE & BUSINESS MANAGEMENT



## PTAD 240 VCH: Leadership & Decision Making Spring - 2017

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Credits: 3 - credits  
Class Time: Wednesday 2:00 pm -3:30 pm  
Office Hours: M-TH 9-11 am

### ***NWIC MISSION STATEMENT***

***Through education, Northwest Indian College promotes indigenous self-determination and knowledge***

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**Required Texts: Northouse, Peter (2010). Leadership; Theory and Practice 5<sup>th</sup> ed. Los Angeles: Sage.**

**Course Description:** Covers the executive life, style behaviors, decision making, relationship to community/constituencies and ethics in public and tribal government. Presents leadership skills, models for decision making, role of a leader, public relations, stress management, conflict resolution at the executive level, and role modeling.

### **NWIC Outcomes:**

- Effectively communicate in diverse situations, from receiving to expressing information, both verbally and non-verbally

### **Program Outcomes:**

- Compare and contrast diverse leadership and decision-making policies and practices.
- Analyze the particular qualities of leadership in Native Tribal communities, nations, and Inter-Tribal organizations.
- Evaluate management principles appropriate to environmental, intellectual, and community-based leadership in contemporary Tribal organizations.
- Apply the qualities and skills to be an effective leader in Indian Country.

### **Course Outcomes:**

Students will be able to. . .

- Interpret traditional Native American leadership characteristics, roles and ethics in public and tribal government.
- Identify leadership skills and the role of a public leader.

- Identify women in leadership roles as political decision makers and community contributors.
- Examine stress management and conflict resolution at the executive level.

### **Attendance and Participation Policies:**

Students taking a videoconferencing hybrid course will need to have high speed internet access, computer with a webcam (with mic) or a headset with a microphone. Please make sure you have the technology to interact with our Canvas classroom.

Class participation is based on students' attendance, preparedness for class, verbal and written participation. Please log into class on time and be prepared with the information, assignments, or readings necessary for class. While attending digitally you still need to be available for class discussions, feedback, and assignments at ALL times during the class session. While in class, please be courteous and keep your microphone muted unless actively engaging with discussion during class time. The background noise from multiple microphones can become distracting. It is expected that you will maintain a visual presence in class via your webcam. Please make it your priority to attend every scheduled class session. Learning is a cumulative process and we will build on material covered in previous class sessions. I'll do my best to keep it relevant, fun, and interesting.

Students who have a valid issue that prevents them from attending class need to notify the instructor **prior** to the start of class, email is preferred but phone is acceptable. It is understood in some situations an absence will be unavoidable. In those situations students will be given the opportunity to make up attendance and participation by watching recordings of the class session that has been missed. Embedded in the recorded class session will be participation questions. If those questions are answered and submitted to the instructor within 1 week of the scheduled class session, attendance and participation points will be awarded based on the agreement reached between student and instructor.

***It will not be possible to earn a passing grade if a student misses more than 30% of this class without notifying the instructor.***

### **Assignments:**

Assignments are can be problem sets that require the student to apply concepts learned in class to a particular situation. You are expected to have the assigned readings done before coming to class and will be held accountable for readings and assignments given on days you miss class. There will be several journal articles listed in the weekly assignments. You will write in a journal each week on a topic of questions provided, or if you prefer to explore a specific topic you may write about that as well. The journal entries will be 2 – 3 full pages in length. The journal assignment is due Wednesday of each week. All of your work should be submitted on or before the assigned due date.

***Late assignments will have 10% deducted for each day that they are late.***

### **Quizzes**

Quizzes will be based on the readings and lectures.

**Exams:**

One exam will be given at the midterm. The questions on the exams will be essay/short answer, fill in the blank, multiple-choice, or true/false. The information in the test will come from the previously covered chapters and class discussion. A study guide will be given before the exam.

**Class Presentation:**

This presentation involves both an oral and written component. The subject matter of these presentations will focus on one of the topics that we cover during class. Specific information and requirements for this assignment will be distributed during the quarter.

**Evaluation:**

Participation/Attendance	30%
Journals	10%
Quizzes	10%
Final Paper	25%
Midterm Exam	25%

**Grading Scale:**

The following is the grading scale for this course.

A = 93-100	A- = 90-92	B+ = 87-89
B = 83-86	B- = 80-82	C+ = 77-79
C = 73-76	C- = 70-72	D+ = 67-69
D = 63-66	D- = 60-62	F = Below 60

**Weekly schedule of topics/assignments/readings**

Week	Materials	Assignment
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		

**Instructor(s) Discretion:**

Should it be deemed necessary, the instructor(s) of this course reserves the right to make alterations, at any time, to the course materials or what is contained within this syllabus in order to improve the course itself, the learning environment or the opportunity for student success. If such a change is made, it will be made in a timely manner so as not to impede the learning process or interfere, in any way, with student success.