COURSE SYLLABUS
2017-2018

1. Information about the program

1.1 Higher Education Institution	Babeş-Bolyai University Cluj-Napoca
1.2 Faculty	European Studies
1.3 Department	European Studies and Governance
1.4 Field of study	International Relations and European Studies
1.5 Study level	MA Level
1.6 Programme of study/ Qualification	European Affairs and Programme Management

2. Information about the discipline

2.1 Module	**Leadership and Networking in Central-Eastern Europe**					
2.2 Course holder		**PhD, Cosmin Matis**				
2.3 Seminar holder		**PhD, Cosmin Matis**				
2.4 Year of study	2	2.5 Semester	1	2.6. Type of assessment[1]	E	2.7 Type of module[2]	OB.

3. Total estimated time (teaching hours per semester)

3.1 No. of hours per week	3	3.1 of which for course	2	3.3 of which for seminar	1
3.4 Total no. of hours in the curriculum	42	3.5 of which for course	28	3.6 of which for seminar	14
Time distribution:		5 x 25 = 125/14			Hours
Study by using handbook, reader, bibliography and course notes					2
Additional library/specialised online research, field research					2
Preparation of seminars/laboratories, homework, projects, portfolios and essays					2
Tutoring					1
Examinations					1
Other activities:					1

3.7 Total no. of hours for individual study	5
3.8 Total no. of hours per semester	125
3.9 No. of ETCS credit points	5

4. Prerequisites (where applicable)

4.1 of curriculum	•	none
4.2 of competencies	•	none

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[1] E - exam, ME - multi-term examinations, C - collocutional examination/assessment test
[2] OB - core module, OP - elective module, F - extracurricular module

5. Conditions (where applicable)

none

6. Specific skills acquired

Professional skills	**to use your personal skills to become a leader of your team/group;** **to influence a group of people to follow you as a leader;** **to be able to communicate and to have a speech in front of your followers;** **to create and to be part of a social/business networking;** **to successfully participate at the networking events;** **to adapt the leadership style according to the characteristics of the situation.**
Interdisciplinary skills	**to demonstrate the capability of interact, communicate and work as a team;** **to identify and assume your own role and responsibility in a multidisciplinary team working;** **to discover your own competences and to undertake the future opportunities for your own development as a leader**.

7. Course objectives (based on list of acquired skills)

7.1 General objective	***to be able to act as a leader, to convince your followers and to do active and useful networking***
7.2 Specific objectives	**to explain the concepts of leader and leadership;** **to know the differences between manager and leader, between management and leadership;** **to identify the proper leadership style to be applied;** **to communicate with your followers;** **to be capable to obtain useful information from doing networking.**

8. Contents

8.1 Course	**Teaching methods**	**Observations**
1. Introduction to Leadership	Lecture	2h
2.The early theories regarding Leadership. Why do we need Leadership? Power and Leadership	Lecture	2h
3. What is a leader? Where acts a leader? Traits of a Leader. Types of Leaders. Mistakes of a Leader. Leader vs. Non-leader	Lecture	2h
4.What is Leadership? The principles and the functions of Leadership. Leadership Hierarchy	Lecture	2h
5. Leadership Types/Styles	Lecture	2h
6.Leadership vs. Management. How Leader vs. Manager is acting? Qualities of a Leader vs. qualities of a Manager. Leadership vs. Management during the crisis	Lecture	2h
7. Communication as the art of the leadership. Types of communication	Lecture	2h

8. Non-verbal communication. The importance and barriers in non-verbal communication	Lecture	2h
9.Communication network. Centralized vs. decentralized networks	Lecture	2h
10.What is Networking? Types of Networking. Advantages and disadvantages of Social/ Business Networking	Lecture	2h
11. Why to be part of a Business Networking? Why to attend a Business Networking event?	Lecture	2h
12. Golden rules for successful Business Networking	Lecture	2h
13.Leadership in Central-Eastern Europe. GLOBE worldwide study of Leadership behavior and effectiveness	Lecture	2h
14. Leadership in Central-Eastern Europe before 90's. Leadership in Central-Eastern Europe after 90's. Innovative networking Politicians Leaders in Central-Eastern Europe after 90's. Women politicians leaders in Central-Eastern Europe	Lecture	2h

References:
1. Bradshaw M., Stenning A. (2004), *East Central Europe and the Former Soviet Union: the post-socialist states*, Pearson Education
2. Clegg B., Birch P. (2003), *Arta de A-I Conduce pe Ceilalti: Curs Rapid – 150 de Tehnici si Exercitii*, Iasi, Editura Polirom
3. House R. J. et al. (2004), *Culture, Leadership, and Organizations: The Globe Study of 62 Societies*, Thousand Oaks, California, Sage Publications Inc.
4. House R. J. et al. (2014), *Strategic Leadership Across Cultures: The Globe Study Of CEO Leadership Behavior and Effectiveness in 24 countries*, Thousand Oaks California, Sage Publications Inc.
5. Hofstede G., Hofstede G. J., Minkow M. (2012), *Culturi si Organizatii. Softul Mental: Cooperarea Interculturala si Importanta ei pentru Supravietuire*, Bucuresti, Editura Humanitas
6. Koschatzky K., Kulicke M., Zenker A. (Eds.) (2001), *Innovation Networks: Concepts and Challenges in the European Perspective*, Heidelberg, Springer Verlag Company
7. Lungescu D. C., Popa M., Salanta I. I. (2015), *Management: concepte, tehnici, abilitati* (second edition), Cluj Napoca, Editura Risoprint
8. Matis C. D. (2015), *Cultura Organizationala in Sistemul Bancar – teza de doctorat*, Cluj Napoca, Universitatea Babes Bolyai, Facultatea de Stiinte Economice si Gestiunea Afacerilor
9. Sofica A. (2008), *Leadership*, Cluj Napoca, Editura Alma Mater
8. Sparow P. R. (2009), *Handbook of International Human Resource Management: Integrating People, Process, and Context*, John Wiley & Sons Ltd
10. Tracy B. (2010), *Cum Conduc Cei Mai Buni Lideri: Tehnici Testate pentru A Valorifica la Maximum Potentialul Uman*, Bucuresti, Editura Curtea Veche

8.2 Seminar

1. Introduction to Leadership and Networking. Discussion on the final project to be presented (a brief guideline)	Debate	2h
2.Early theories regarding Leadership (own approach). The characterization of some leaders from Central-Eastern Europe. Leadership over the world.	Debate Case study	2h
3. Leadership Types/Styles	Case study	2h
4.The convergence between Leadership and Management	Case study	2h
5. Communication vs. Miscommunication	Debate Case study	2h

			2h
6.Business Networking – advantages vs. disadvantages. Set a rules guideline for a good Business Networking. Presentation of the students' projects regarding Leadership and Networking.	Debate Case study		
7. Presentation of the students' projects regarding Leadership and Networking.	Debate Case study		2h
References: *idem course*			

9. The correspondence between the content of the course and the expectations of the academic community, professional associations and representative employers in the field:

- Course content is consistent with what is taught in other faculties/universities. To better adapt the content to market demands, the course is constantly up-dated with the requirements of the business environment and of the public institutions.

10. Assessment

Type of activity	10.1 Assessment criteria	10.2 Assessment methods	10.3 Percentage of the final grade
10.4 Course	Logical and coherent use of the acquired knowledge regarding the Leadership and Networking Creativity in the personal approach	Written final examination (open-ended questions)	50
10.5 Seminar	Presentation of the personal/ team project regarding the Leadership and Networking Active participation at the class debates / case studies	Home assignments Class activity portfolio	50
10.6 Minimum standard of performance			
➢ It is necessary to obtain a minimum grade of 5 (five) in order to pass this subject; ➢ The final exam is written and takes 120 minutes.			

Date   Course holder signature   Seminar holder signature

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Date of departmental approval   Head of department signature

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