

KHAZAR UNIVERSITY

School of Education Educational Leadership Fall, 2018

Syllabus

Course: Educational Leadership

Class Time: Wednesday, 17:00-18:30

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Instructor: Raziya Isayeva

COURSE OBJECTIVES

This course is designed to provide students with knowledge and ability to successfully lead the institutions/schools so that they are able to run safe, friendly environment for teaching and learning. Students will have an opportunity to enhance their knowledge and ability to manage and lead the students with integrity, fairness, and in an ethical manner. Students will learn to demonstrate a respect for others, to be able to identify confidentiality of different issues and to treat others with respect and dignity and to engage in honest interactions.

OUTCOMES

By the end of the course the students should be able:

- to demonstrate the knowledge of major leadership, motivation, decision-making, and communication theories.
- to apply leadership theories in problem-solving.
- to assess situations and determine the probability of success based on various leadership styles.
- to delegate responsibility.
- to give constructive feedback to followers.
- to understand the role of ethics in decision-making.
- to build the relationships in workplace to increase productivity.
- to communicate effectively with followers and school community constituents.

The outcomes within this course will be achieved by reading the materials requested, by designing and conducting research together with the instructor.

Recommended Prerequisites:

1. English Courses
2. Introduction to Education

REQUIRED TEXTBOOK

1. Bush, T., 2003. *Theories of educational leadership and management*. Sage.
2. Fullan, M., 2005. *Leadership & sustainability: System thinkers in action*. Corwin Press.
3. Apple, M.W., 2012. Can education change society? In *Can Education Change Society?* (pp. 11-32). Routledge.
4. Cordeiro, P.A. and Cunningham, W.G., 2013. *Educational leadership: A bridge to improved practice*. Upper Saddle River, NJ: Pearson Education.
5. Reeves, D.B., 2003. *The daily disciplines of leadership: How to improve student achievement, staff motivation, and personal organization*. John Wiley & Sons.

The course does not limit the use of textbooks mentioned above and learning materials available at Khazar University library.

REQUIRED SUPPLIES

Internet access
E-mail account

GRADING

Written Assignments (Research paper)	35 %
Participation	5%
Mid-term Exam	30 %
Final Examination	30%
Total	100%

ASSIGNMENTS

For the best performance you will be assigned one major assignment – a research paper which will be reflection of your understanding of the course and the skills acquired. The students are required to turn the accomplished assignment in on their due dates.

- 1) Research paper - a topic for the research will be chosen in cooperation with the instructor, each research will be designed during the class discussion. In a week from the start students will start presenting their paper ideas and the design of a research.

Note: Research paper should be published in local or in an international journal to receive a final mark which is a substantial part of your grading – 35 points.

Presentation of the initial idea and a research design: Week III

Notification: NO LATE WORK WILL BE ACCEPTED. YOU WILL LOOSE 2 POINTS FOR EVERY LATE ASSIGNMENT.

GENERAL PROCEDURES

Attendance

It is important to attend class each day. Lectures and class activities extend your understanding and application of your new skills and knowledge. If you must miss a class meeting, you are responsible for any missed assignments or handouts.

Outside Work

Please plan to devote at least three to four hours per week in addition to class meetings for completing homework assignments, reviewing, composing rough and final drafts, and preparing for the next class session. In order to be prepared for each class meeting, you should complete each homework assignment prior to the following class meeting.

Classroom Rules

- You are expected to arrive for class on time each day.
- All assignments are due on the date indicated.
- Plagiarism will not be tolerated.
- Show respect for all class members, and relax and have fun!!

COURSE REQUIREMENTS

1. Thorough reading of assigned texts, articles and supplementary materials.
 2. Active, informed participation in class discussions and activities and intellectual engagement at all times.
 3. Assignments submitted on time and in appropriate format. All work prepared outside of class must be prepared using a word processor.
 4. Regular class attendance except in cases of serious illness or emergency.
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COURSE SCHEDULE

Week	Chapter	Due
I	Syllabus - Focus of class, objectives, grading policies etc. School as an Open System	
II	Communication in School	
III	Organizational Structure and Culture	Research paper design is due
IV	Human Resource Management	
V	Leadership Theories, Ethical Leadership	
VI	Motivation	
VII	Mid-term Exam	

VIII	Decision Making	
IX	Strategy Development	
X	Total Quality Management	
XI	Student Support Services	
XII	Change Management	
XIII	The Work of Principals and their preparation; Addressing critical Needs for the Twenty First Century Teacher Leadership: Ideology and Practice	
XV		Final Examination