



Form: Course Syllabus	Form Number	EXC-01-02-02A
	Issue Number and Date	2/3/24/2022/2963 05/12/2022
	Number and Date of Revision or Modification	
	Deans Council Approval Decision Number	2/3/24/2023
	The Date of the Deans Council Approval Decision	23/01/2023
	Number of Pages	09

1.	Course Title	Management and Leadership in Nursing
2.	Course Number	5701406
3.	Credit Hours (Theory, Practical)	3 credit hours (Theory)
	Contact Hours (Theory, Practical)	45 contact hours (Theory)
4.	Prerequisites/ Corequisites	5701301 / 5701407
5.	Program Title	B.Sc. in Nursing
6.	Program Code	----
7.	School/ Center	School of Nursing
8.	Department	Community Health Nursing
9.	Course Level	Fourth year
10.	Year of Study and Semester (s)	2024-2025 –1st Semester
11.	Program Degree	B.Sc.
12.	Other Department(s) Involved in Teaching the Course	----
13.	Main Learning Language	English
14.	Learning Types	<input type="checkbox"/> Face to face learning <input checked="" type="checkbox"/> Blended <input type="checkbox"/> Fully online
15.	Online Platforms(s)	<input checked="" type="checkbox"/> Moodle <input type="checkbox"/> Microsoft Teams
16.	Issuing Date	6/10/2024
17.	Revision Date	6/10/2024

18. Course Coordinator:

Name: Waddah D'emeh, PhD, RN.	Contact hours: S, M, Wed (10:00 AM -12:00 PM)
Office number: -----	Phone number: ----- Secretary: -----
Email: m.othman@ju.edu.jo	
Academic website: -----	
E-Learning website: https://elearning.ju.edu.jo/	

19. Other Instructors:

None



21. Program Intended Learning Outcomes:

PLO's	*National Qualifications Framework Descriptors*		
	Competency (C)	Skills (B)	Knowledge (A)
1.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* Choose only one descriptor for each learning outcome of the program, whether knowledge, skill, or competency.

22. Course Intended Learning Outcomes: (Upon completion of the course, the student will be able to achieve the following intended learning outcomes)

Course ILOs	The learning levels to be achieved					
	Remembering	Understanding	Applying	Analysing	Evaluating	Creating
1	x					
2						x
3			x			
4					x	
5		x				
6	x					
7				x		
8				x		



23. The matrix linking the intended learning outcomes of the course -CLO's with the intended learning outcomes of the program -PLOs:

PLO's *	1	2	3	4	5	6	7	Descriptors**		
								K	S	C
CLO's										
1		X						X		
2		X							X	
3			X						X	
4				X						X
5					X					X
6						X		X		
7					X			X		
8						X				X

***Linking each course learning outcome (CLO) to only one program outcome (PLO) as specified in the course matrix.**

****Descriptors are determined according to the program learning outcome (PLO) that was chosen and according to what was specified in the program learning outcomes matrix in clause (21).**

25. Evaluation Methods:

Opportunities to demonstrate achievement of the ILOs are provided through the following assessment methods and requirements:

Evaluation Activity	*Mark wt.	CLO's							
		1	2	3	4	5	6	7	8
Midterm Exam	30		X	X		X	X		
Quizzes/ Assignments	20	X	X	X		X			
Final Exam	50	X	X	X	X	X	X	X	X
Total 100%									

*** According to the instructions for granting a Bachelor's degree.**



****According to the principles of organizing semester work, tests, examinations, and grades for the bachelor's degree.**

26. Topic Outline and Schedule:

Week	Lecture	Topic	Intended Learning Outcome	Learning Methods (Face to Face/Blended/ Fully Online)	Platform	Synchronous / Asynchronous Lecturing	Evaluation Methods	Resources
Week 1 7-9/10/2024	1.1	Introduction and course overview		Face to Face	--	Synchronous Lecturing		
	1.2	Classical views of Leadership & Management	6.1, 6.2, 6.3	Face to Face	--	Synchronous Lecturing	Exams	Ch.2
Week 2 14-16/10/2024	2.1	Classical views of Leadership & Management	6.1, 6.2, 6.3	Face to Face	--	Synchronous Lecturing	Exams	Ch.2
	2.2	Twenty -first century ; Thinking about Leadership & Management	6.1, 6.2, 6.3	Face to Face	--	Synchronous Lecturing	Exams	Ch.3
Week 3 21-23/10/2024	3.1	Decision Making, Problem Solving, & Critical Thinking	3.1, 3.3, 4.1, 6.4, 6.5, 6.6	Face to Face	--	Synchronous Lecturing	Exams	Ch.1
	3.2	Decision Making, Problem Solving, & Critical Thinking	3.1, 3.3, 4.1, 6.4, 6.5, 6.6	Face to Face	--	Synchronous Lecturing	Exams	Ch.1
Week 4 28-30/10/2022	4.1	Organizational Planning	3.2, 6.7, 6.8	Face to Face	--	Synchronous Lecturing	Exams	Ch.7
	4.2	Organizational Planning	3.2, 6.7, 6.8	Face to Face	--	Synchronous Lecturing	Exams	Ch.7
Week 5 4-6/11/2024	5.1	Organizational Planning	3.2, 6.7, 6.8	Face to Face	--	Synchronous Lecturing	Exams	Ch.7
	5.2	Organizational Planning	3.2, 6.7, 6.8	Face to Face	--	Synchronous Lecturing	Exams	Ch.7



Week 6 11-13/11/2024	6.1	Fiscal Planning	6.7, 6.9	Face to Face	--	Synchronous Lecturing	Quizzes Exams	Ch.10
	6.2	Fiscal Planning	6.7, 6.9	Face to Face	--	Synchronous Lecturing	Quizzes Exams	Ch.10
Week 7 19-23/11/2024	7.1	Organizational Structure	4.2, 6.10, 6.11	Face to Face	--	Synchronous Lecturing	Quizzes Exams	Ch.12
	7.2	Organizational Structure	4.2, 6.10, 6.11	Face to Face	--	Synchronous Lecturing	Quizzes Exams	Ch.12
Week 8 25- 27/11/2024	8.1	Organizational Structure	4.2, 6.10, 6.11	Face to Face	--	Synchronous Lecturing	Quizzes Exams	Ch.12
	8.2	Organizational Structure	4.2, 6.10, 6.11	Face to Face	--	Synchronous Lecturing	Quizzes Exams	Ch.12
Week 9 2-4/12/2024	9.1	Organizational , Political , personal power	2.2, 4.3, 6.12	Face to Face	--	Synchronous Lecturing	Quizzes Exams	Ch.13
	9.2	Organizational , Political , personal power	2.2, 4.3, 6.12	Face to Face	--	Synchronous Lecturing	Quizzes Exams	Ch.13
Week 10 9-11/12/2024	10.1	Organizing Patient care	5.2, 6.15	Face to Face	--	Synchronous Lecturing	Quizzes Exams	Ch.14
	10.2	Organizing Patient care	5.2, 6.15	Face to Face	--	Synchronous Lecturing	Quizzes Exams	Ch.14
Week 11 16-18/12/2024	11.1	Employee Recruitment and Selection	5.2, 6.13, 6.15	Face to Face	--	Synchronous Lecturing	Quizzes Exams	Ch.15
	11.2	Employee Recruitment and Selection	5.2, 6.13, 6.15	Face to Face	--	Synchronous Lecturing	Quizzes Exams	Ch.15
Week 12 23-25/12/2024	12.1	Staffing Needs and Scheduling Policies	6.13, 6.15	Face to Face	--	Synchronous Lecturing	Quizzes Exams	Ch.17
	12.2	Staffing Needs and Scheduling Policies	6.13, 6.15	Face to Face	--	Synchronous Lecturing	Quizzes Exams	Ch.17



Week 13 30 /12/ 2024, 1/1/2025	13.1	Quality Control	3.4, 5.1, 5.2, 6.14, 6.15	Face to Face	--	Synchronous Lecturing	Quizzes Exams	Ch.23
	13.2	Quality Control	3.4, 5.1, 5.2, 6.14, 6.15	Face to Face	--	Synchronous Lecturing	Quizzes Exams	Ch.23
Week 14 6-8/1/2025	14.1	Performance Appraisal	6.16	Face to Face	--	Synchronous Lecturing	Quizzes Exams	Ch.24
	14.2	Performance Appraisal	6.16	Face to Face	--	Synchronous Lecturing	Quizzes Exams	Ch.24
Week 15 13- 15/1/2025	15.1	Revision						
Final Exams Period	To be announced							

22 Evaluation Methods:

Opportunities to demonstrate achievement of the SLOs are provided through the following assessment methods and requirements:

Evaluation Activity	Mark	Topic(s)	SLOs	Period (Week)	Platform
Midterm Exam	30%	<ul style="list-style-type: none"> – Classical views of Leadership & Management – Twenty -first century ; Thinking about Leadership & Management – Decision Making, Problem Solving, & Critical Thinking – Organizational Planning 		To be announced	On campus



Quizzes	20%	– Fiscal Planning – Organizational structure		To be announced	On campus
Final Exam	50%	All topics of the course		To be announced	On campus

23 Course Requirements

- Each student registered in this course should have a computer and internet connection
- Each student should have access and account on Microsoft Teams application
- Attending lectures of the course is mandatory. Each student should be available and attend both face to face and synchronous online lectures of the course (the time of the lecture is the time that approved by the Admission and Registration Department)
- All announcements of the course will be posted on the university e-learning website (Moodle)

24 Course Policies:

A- Attendance policies:

- Attending both face to face and online lectures of the course is mandatory. The university attendance policy will be applied in this course.

B- Absences from exams and submitting assignments on time:

- Failure in attending a course exam other than the final exam will result in zero mark unless the student provides an official acceptable excuse to the instructor who approves a make up exam.
- Failure in attending the final exam will result in zero mark unless the student presents an official acceptable excuse to the Dean of his/her faculty who approves an incomplete exam, normally scheduled to be conducted during the first two weeks of the successive semester.

C- Health and safety procedures:

- Students should comply with the health and safety procedures imposed by the university and the school

D- Honesty policy regarding cheating, plagiarism, misbehavior:

Cheating, plagiarism, misbehaviour are attempts to gain marks dishonestly and includes; but not limited to:

- Copying from another student's work.
- Using materials not authorized by the institute.
- Collaborating with another student during a test, without permission.
- Knowingly using, buying, selling, or stealing the contents of a test.
- Plagiarism which means presenting another person's work or ideas as one's own, without attribution.



- Using any media (including mobiles) during the exam
- **The participation or the commitment of cheating will lead to applying penalties according to the University of Jordan Students' Discipline rules and regulations No. (94, 49, 47,27, 29):**
<http://units.ju.edu.jo/ar/LegalAffairs/Regulations.aspx>

E- Grading policy:

- A grade of (D) is the minimum passing grade for the course.

F- Available university services that support achievement in the course:

- E-Learning website
- Microsoft Teams application

25 References:

A- Required book(s), assigned reading and audio-visuals:

Marquis, B.L., & Huston, C.J. (2020). *Leadership roles and management functions in nursing: Theory and application* (10th Ed.). Philadelphia: Lippincott Williams & Wilkins

B- Recommended books, materials, and media:

- ❖ Marquis, B.L., & Huston, C.J. (2017). *Leadership roles and management functions in nursing: Theory and application* (9th Ed.). Philadelphia: Lippincott Williams & Wilkins
- ❖ Yoder-Wise. P. S. (2022) *Leading & managing in nursing*. 8th ed. St. Louise, MI :Mosby
- ❖ Davidson,S ., Weberg.D.,O"Grady,T.,&Malloch.K., (2017) .Leadership for evidence-Based Innovation in Nursing and Health professions. MA: Jones& Bartlett
- ❖ O"Grady,T.,&Malloch,K.(2018) *Leadership in Nursing Practice: changing the Landscape of Health care* . 3rd edition MA: Jones & Bartlet
- ❖ Huber, D., (2021) *Leadership and Nursing care management* 7th ed. St Louis: Saunders/Elsevier
- ❖ Sullivan, E. & Decker. P. (2018). *Effective leadership and management in nursing*. 10th ed. Upper saddle River, NJ: Pearson Prentice Hall

A- **Electronic resources**

- The University of Jordan Library : <http://library.ju.edu.jo/>

Relevant Website and Journals

- Faculty members website

26 Additional information:



Name of Course Coordinator: Mohammad Abudari	Signature: MA	Date: 8/10/2023
Head of Curriculum Committee/Department: Dr. Mohammad Abudari	Signature: _____	
Head of Department: -----		
Head of Curriculum Committee/Faculty: -----	Signature: -----	
Dean: -----	Signature: -----	