



Module Handbook

Module Name :	<i>Manajemen dan Kepemimpinan</i> Management and Leadership
Module level :	Bachelor degree/Undergraduate Program
Course Code :	4420102071
Abbreviation, if applicable:	-
Courses included in the module, if applicable:	Not Applicable
Semester/Term	6 th / third year
Module coordinator(s)	University Team Leader
Lecturer(s):	University Team
Language:	Bahasa Indonesia (Indonesian Language)
Classification within the curriculum:	Compulsory / Elective
Teaching format/class hours per week during the semester:	2 contact hours of lectures (<i>sks</i> or credit unit*)
Workload :	2 x 50 minutes lectures, 2 x 60 minutes structured activity, and 2 x 60 minutes individual activity per week, 14 weeks per semester 79.33 total hours per semester ~ 3.18 ECTS**
Credit Unit:	2 credit unit (3.18 ECTS)
Requirements:	None



Learning goals/competencies:	<p>Attitude and Social (SOC-1): Working collaboratively and having social sensitivity (obligations as citizens and towards religion) and being able to bring change to a techno-ecopreneurship community</p> <p>CLO-1: Be critical and innovative in determining the right management and type of leadership in professional tasks.</p>
Content	<p>This course discusses about 1) Theories, concepts, and principles of management and their implementations in order to achieve goals effectively and efficiently; 2) The concept, theory, function, typology, style and model / approach of leadership in general. Lecture activities are carried out in a student center with discussions, observations, project assignments, and presentations.</p>

Attribute Soft skill:	Active communication; Discipline; Collaboration; Responsibility; and Argumentation in class.											
Study/exam achievements:	<p>The final grade (<i>NA</i>) is calculated based on the following ratio:</p> <table border="1" data-bbox="539 1451 1347 1774"> <thead> <tr> <th data-bbox="539 1451 943 1514">Assessment Components</th> <th data-bbox="943 1451 1347 1514">Percentage of contribution</th> </tr> </thead> <tbody> <tr> <td data-bbox="539 1514 943 1576">Participation</td> <td data-bbox="943 1514 1347 1576">20%</td> </tr> <tr> <td data-bbox="539 1576 943 1639">Assignment</td> <td data-bbox="943 1576 1347 1639">30%</td> </tr> <tr> <td data-bbox="539 1639 943 1702">Mid-semester test</td> <td data-bbox="943 1639 1347 1702">20%</td> </tr> <tr> <td data-bbox="539 1702 943 1774">Final semester test</td> <td data-bbox="943 1702 1347 1774">30%</td> </tr> </tbody> </table>		Assessment Components	Percentage of contribution	Participation	20%	Assignment	30%	Mid-semester test	20%	Final semester test	30%
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	<p>Grade conversion of 0-100 scale into 0-4 scale is set as below:</p> <table border="1" data-bbox="549 349 1418 815"> <thead> <tr> <th>Letter</th> <th>Number</th> <th>Grade Interval</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>4,00</td> <td>$85 \leq A \leq 100$</td> </tr> <tr> <td>A-</td> <td>3,75</td> <td>$80 \leq A- < 85$</td> </tr> <tr> <td>B+</td> <td>3,50</td> <td>$75 \leq B+ < 80$</td> </tr> <tr> <td>B</td> <td>3,00</td> <td>$70 \leq B < 75$</td> </tr> <tr> <td>B-</td> <td>2,75</td> <td>$65 \leq B- < 70$</td> </tr> <tr> <td>C+</td> <td>2,50</td> <td>$60 \leq C+ < 65$</td> </tr> <tr> <td>C</td> <td>2,00</td> <td>$55 \leq C < 60$</td> </tr> <tr> <td>D</td> <td>1,00</td> <td>$40 \leq D < 55$</td> </tr> <tr> <td>E</td> <td>0,00</td> <td>$0 \leq E < 40$</td> </tr> </tbody> </table>	Letter	Number	Grade Interval	A	4,00	$85 \leq A \leq 100$	A-	3,75	$80 \leq A- < 85$	B+	3,50	$75 \leq B+ < 80$	B	3,00	$70 \leq B < 75$	B-	2,75	$65 \leq B- < 70$	C+	2,50	$60 \leq C+ < 65$	C	2,00	$55 \leq C < 60$	D	1,00	$40 \leq D < 55$	E	0,00	$0 \leq E < 40$
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Learning Methods :	Student-centered approach; project-based learning; lecturer and discussion; and presentations (structured activities)																														
Form of Media:	Power point slides; video; worksheets, and textbooks																														
Literature (primary references):	<ol style="list-style-type: none"> 1. Bush, T.& Coleman, M. 2008. <i>Manajemen Strategis: Kepemimpinan Pendidikan</i>. Diterjemahkan oleh: Fahrurrozi. Jogyakarta: IRCiSod 2. Muhroji,H. & Fathoni, A. 2006. <i>Manajemen Pendidikan</i>. Surakarta: Program Akta Mengajar, FKIP-UMS. 3. Burhanuddin. 1994. <i>Analisis Administrasi Maanjemen dan Kepemimpinan Pendidikan</i>. Jakarta: Bumi Aksara 4. Kartono, K. 1998. <i>Pemimpin dan Kepemimpinan</i>. Jakarta: PT Raja Grafindo Persad 																														
Notes:	<p>*1 credit unit or <i>sks</i> in learning process = three periods consist of: (a) scheduled instruction in a classroom or laboratory (50 minutes); (b) structured activity (60 minutes); and (c) individual activity (60 minutes) according to the Regulation of Indonesia Ministry of Research, Technology, and Higher Education No. 44 Year 2015 jo. the Regulation of Indonesia Ministry of Research, Technology, and Higher Education No. 50 Year 2018.</p>																														



MINISTRY OF EDUCATION, CULTURE, RESEARCH, AND TECHNOLOGY

UNIVERSITAS NEGERI SURABAYA

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UNDERGRADUATE PROGRAM OF MATHEMATICS

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<p>**1 credit unit or $sks = 1.59$ ECTS according to Rector Decree Of Universitas Negeri Surabaya No. 598/UN38/HK/AK/2019</p>
