



**Course Name:** Rules of Order Parliamentary Procedure III

**Course Number:** POL\* E193

**Credits:** 1 credit hour

**Catalog description:**

A continuation of POL\* 192 Rules of Order Parliamentary Procedure II

**Prerequisite:** POL\* 192

## **General Education Competencies Satisfied:**

**Discipline-Specific Attribute Code(s):**

SSCI                      Social Science elective

## **Course objectives:**

**General Education Goals and Outcomes:** none

**Course Specific Objectives:**

1. Acquire decision-making skills.
2. Utilize an objective approach to problem-solving.
3. Develop the ability to conduct a meeting pursuant to democratic procedures.
4. Learn techniques for developing leadership and organizational skills.

**Course Content:** (Same for POL\* 193 and POL\* 194)

1. The roles of a facilitator
2. The roles of a spokesperson



3. The roles of a manager
4. The roles of a teacher
5. The roles of a motivator/traits of successful leadership
6. Methodology for developing group projects
7. The roles of a decision-maker
8. The roles of a worker
9. Responsibility and loyalty to the group
10. Active participation in individual projects, committees, subcommittees and administrative and financial management activities.
11. Workshops on budgeting procedures and Senate operations.

Date Course Created:

Date of Last Revision: 05/04/2017