



ORGL 3311 – Issues in Organizational Leadership
COURSE SYLLABUS: July Term 2014

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COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings:

Textbook is not assigned for this class. All reading assignments are provided with links to Internet sources and/or document files.

Program Description:

The Bachelor of Applied Science in Organizational Leadership prepares innovative leaders for employment in an increasingly diverse technological and global society. The degree develops practical workplace competencies that meet current and future challenges through a real world coursework utilizing personalized academic mentoring and tutoring. The coursework focuses on team building, ethical decision making, enhanced communication skills, critical thinking, and people skills. Graduates of this program pursue careers in education, government, nonprofit, and business organizations.

Competency Cluster Description: This competency cluster offers an overview of issues related to organizational leadership, including the definition of organizations, theories of leadership, characteristics and behaviors of leaders as well as varying contexts under which leaders must perform.

Course Learning Outcomes: Upon completion of this course, students will be able to:

1. Define organization, leadership, and distinguish the difference between leadership and management within an organization.
2. Explain fundamental theories of leadership and recognize situations in which the theories are applied.
3. Demonstrate awareness of legal, personnel, and strategic issues relating to globalization, culture and gender diversity in an organization and their influence on organizational leadership.
4. Examine issues relating to communication in an organization and discuss strategies for becoming an effective and ethical communicator in a global world.
5. Explain the importance of teams in organizations and evaluate leader influences on building high-performance teams.
6. Examine conflict resolution strategies, the role of conflict, and negotiations.
7. Synthesize the competencies needed to be an effective leader and develop strategies for improving effective leadership potential.

Competency Learning Outcomes	Course Learning Outcome At the end of this module the student should be able to:	Program Learning Outcomes	Assessment This CLO will be assessed by	Measurement Student would have met this CLO by earning
CLO #1	Define organization, leadership, and distinguish the difference between leadership and management within an organization.	1, 2, 3, 6, 7	Reflection Paper, Discussion, & Video	Greater than or equal to 70 pts.
CLO #2	Explain fundamental theories of leadership and recognize situations in which the theories are applied.	1, 2, 3, 7	Reflection Paper, Discussion, & Quiz	Greater than or equal to 70 pts.
CLO #3	Demonstrate awareness of legal, personnel, and strategic issues relating to globalization, culture and gender diversity in an organization and their influence on organizational leadership.	1, 2, 3, 4, 5, 6, 7	Reflection Paper, Discussion, & Quiz	Greater than or equal to 70 pts.
CLO #4	Examine issues relating to communication in an organization and discuss strategies for becoming an effective and ethical communicator in a global world.	1, 2, 3, 4, 5, 6, 7	Reflection Paper, Discussion, & Quiz	Greater than or equal to 70 pts.
CLO #5	Explain the importance of teams in organizations and evaluate leader influences on building high-performance teams.	1, 2, 3, 4, 5, 6, 7	Reflection Paper, Discussion, & Quiz	Greater than or equal to 70 pts.
CLO #6	Examine conflict resolution strategies, the role of conflict, and negotiations.	1, 2, 3, 4, 5, 6, 7	Reflection Paper, Discussion, & Quiz	Greater than or equal to 70 pts.
CLO #7 (Cluster Assessment)	Synthesize the competencies needed to be an effective leader and develop strategies for improving effective leadership potential.	1, 2, 3, 5, 7, 8	Personal Leadership Strategy	Greater than or equal to 70 pts.

COURSE REQUIREMENTS

Instructional / Methods / Activities Assessments

eCollege provides the Module infrastructure. Each student will have a personal account in eCollege for Module materials, external links, and the opportunity for asynchronous online discussions.

1. **Weekly Reflection Paper: (6 papers; 24% of total course grade)**

Students are expected to review a variety of materials each week (readings, PowerPoint slides, podcasts, simulation, or other material). A MINIMUM one-page, single-spaced, reflection paper should be submitted to the appropriate Dropbox. The reflection paper should include answers to the following questions:

- a. What is the main point of the review material?
- b. Who should (or does) care?
- c. Why is this important?
- d. When can you apply this information?
- e. WOW – The one thing that surprised me was...

2. **Weekly Discussions: (6 discussions; 24% of total course grade)**

We will review a variety of materials each week - readings, PowerPoint slides, podcasts, simulation, or other material. Students will respond to a weekly prompt and engage in online discussions. These discussions allow us to share perspectives, ideas, and ask questions about the weekly materials.

3. Weekly Quizzes: (5 quizzes; 25% of total course grade)

The quizzes will assess knowledge of the materials in a True/False and/or Multiple Choice format. The quizzes will be drawn from weekly work and are designed to help students to review content (major themes).

4. Video of Current Leadership: (1 video; 7% of total course grade)

Students will record a 5-minute video of their current views on leadership chronologically responding to the following:

- a. Comment on favorable and unfavorable leaders that you have experienced in any organization. What did they do or not do to make you like or dislike their leadership?
- b. Describe yourself as a leader now (today).
- c. How do others describe you as a leader today?
- d. Describe your ideal leader.
- e. What steps do you believe you need to take, if any, for you to become that ideal leader?

5. Personal Leadership Strategy: (term project; 20% of total course grade)

Students will prepare a personal leadership strategy to continue developing effective leadership potential.

Graded Work: To facilitate timely completion of the work and help students stay on track, all assignments must be submitted by their corresponding due dates. All weekly assignments are due on Sunday evening during the week they are assigned. It is the responsibility of the student to keep up with the schedule.

In order to demonstrate competency of this course you must achieve a **Module Average of 70%** or higher for the summative module assessment.

TECHNOLOGY REQUIREMENTS

1. DSL or faster Internet connection (Live Chats and Online Presentations)
2. Working knowledge of Microsoft PowerPoint
3. Working knowledge of Microsoft Word
4. Working knowledge of Microsoft Excel

ACCESS AND NAVIGATION

1. DSL or faster Internet connection (i.e., Live Chats Online Presentations, Blogging,)
2. Access to **Microsoft PowerPoint**
3. Access to **Microsoft Word**
4. Access to **Microsoft Excel**

COMMUNICATION AND SUPPORT

You may contact me in person during office hours or online through eCollege or University email. I am usually online every day, including weekends. If you need to leave me a message, please indicate what specific assistance you need.

MODULE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures:

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See *Code of Student Conduct from Student Guide Handbook*). Students are expected to maintain high standards of integrity and honesty in all their scholastic work. To reduce the likelihood of plagiarism, adoption of detection Software (Turnitin) which will be run against all papers submitted. **Papers showing excessive or undocumented similarities with sources will result in an F for the paper and the Module.**

Academic Integrity:

Students attending Texas A&M University-Commerce are responsible for adhering to standards of academic integrity. Academic integrity is the pursuit of scholarly activity in an open, honest and responsible manner. Academic integrity is a basic guiding principle for all academic activity at Texas A&M University-Commerce and students are expected to act in accordance with this principle. Failing to adhere to academic integrity constitutes academic dishonesty.

Academic Dishonesty:

Academic dishonesty is considered to be a violation of the behavior expected of a student in an academic setting as well as a student conduct violation. A student found responsible for academic dishonesty is subject to appropriate academic penalty as determined by the faculty member. Students who engage in academic dishonesty also face additional disciplinary sanctions, including expulsion from the College, as outlined in the Texas A&M University-Commerce Student Code of Conduct. Students assume full responsibility for the content and integrity of the coursework they submit.

Plagiarism Policy:

Plagiarism is taking credit for someone else's words, ideas or images and then submitting that work for credit as if it were one's own without appropriate acknowledgement of the author. Any student suspected of cheating, submitting the work of another student, or submitting the work of another party and failing to cite his/her sources will be investigated fully, reported to college officials, and disciplined according to college guidelines.

University Specific Procedures:

ADA Statement

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

**Office of Student Disability Resources and Services
Texas A&M University-Commerce**

Gee Library 132

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

StudentDisabilityServices@tamuc.edu

[Student Disability Resources & Services](#)

COURSE OUTLINE / CALENDAR

Weeks will open on Monday morning and close on Sunday at midnight.

Week	Module Topic and Materials to Review	Assignments
Week 1	<p>Introduction:</p> <ul style="list-style-type: none"> • Overview of Organizational Leadership Major Coursework and Issues in Organizational Leadership • Defining an Organization • Defining Leadership • Organizational Leadership <ul style="list-style-type: none"> ○ Differences between leadership and management in organizations 	Weekly Reflection Paper Weekly Discussion Assignment: Video
Week 2	<p>Leadership Theories:</p> <ul style="list-style-type: none"> • Introduction to Leadership • Theories of Leadership <ul style="list-style-type: none"> ○ Leadership Traits ○ Leadership Skills ○ Leadership Styles 	Weekly Reflection Paper Weekly Discussion Weekly Quiz
Week 3	<p>Leadership and Diversity:</p> <ul style="list-style-type: none"> • Effective Global Leadership • Leadership and Culture • Leadership and Gender 	Weekly Reflection Paper Weekly Discussion Weekly Quiz
Week 4	<p>Leading with Effective Communication:</p> <ul style="list-style-type: none"> • Communication Process • Barriers to Effective Communication • Active Listening • Nonverbal and Body Language • Ethical Communication 	Weekly Reflection Paper Weekly Discussion Weekly Quiz
Week 5	<p>Leading High Performance Teams:</p> <ul style="list-style-type: none"> • Difference Between “Group” and “Team” • Stages of Team Development • Leading, Empowering, Following 	Weekly Reflection Paper Weekly Discussion Weekly Quiz
Week 6	<p>Resolving Conflict and Negotiation:</p> <ul style="list-style-type: none"> • Levels of Conflict • Conflict Resolution • Stimulating Constructive intergroup conflict • Negotiations and Tactics 	Weekly Reflection Paper Weekly Discussion Weekly Quiz
Week 7	<p>Effective Leadership in 21st century</p> <ul style="list-style-type: none"> • Becoming an Effective Leader 	<p>Synthesis Project: Personal Leadership Strategy</p>