



EDCI 535-01W: Leadership & Supervision in Schools

COURSE SYLLABUS: Summer I 2025

June 2, 2025 – July 3, 2025

INSTRUCTOR INFORMATION

Instructor: Dr. Lindsay Morgan

Office Hours: By appointment as needed.

University Email Address: lindsay.morgan@tamuc.edu

Preferred Form of Communication: email

Communication Response Time: 24-48 hours, M-F

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

This course will be using Open Educational Resources (OER), as directed by the instructor. Students will not be required to purchase materials.

1. *Open Educational Research Assets (OPERA)*

- OpenLearn:

<https://www.open.edu/openlearncreate/mod/oucontent/view.php?id=51427&printable=1>

Journal Articles, Case Studies, Internet Research, and Supplemental Materials

Course Description

This graduate-level course explores the foundational principles and evolving practices of leadership and supervision in contemporary school settings. Emphasis is placed on developing the skills of teacher leaders, instructional coaches, and school administrators to support high-quality instruction, collaborative practices, and problem-solving in schools. Course topics include leadership styles, supervisory models, communication, decision-making, conflict resolution, and strategies for supporting teacher growth.

Student Learning Outcomes

By the end of this course, students will be able to:

The syllabus/schedule are subject to change.

- Analyze the fundamental theories and styles of leadership and supervision in educational settings.
- Evaluate effective supervisory practices that promote teacher growth and instructional improvement.
- Apply leadership strategies to real-world scenarios involving professional relationships, communication, and problem-solving.
- Design a school-based supervision or leadership plan that addresses current challenges and promotes collaboration.

COURSE REQUIREMENTS

Minimal Technical Skills Needed

Students will need to use: The learning management system (D2L), Google Apps for Education, web navigation, Microsoft Word, PowerPoint, operating system that supports the use of web applications (related to AI), and other presentation software, etc.

Instructional Methods

Instructional delivery for this course will be online. The learning management system (D2L) will be used to deliver instruction, collaborate, post assignments, submit assignments, and more. Coursework will include readings from the assigned web-based materials, completion of assigned activities, and participation in class discussions related to the content. Regular online engagement is crucial to success in this course. Online engagement includes: (1) staying updated with announcements, (2) checking myLeo-Mail, (3) reviewing assignments, (4) referring to the course outline, (5) accessing returned documents and feedback on graded assignments, and (6) communicating with the instructor and fellow classmates as required.

Student Responsibilities

Written Assignments

Completion of all written assignments and projects should exhibit professionalism in appearance and content at an acceptable level of scholarship. All written assignments are to be typed in a legible 12 pt. font with 1" margins (does not apply to discussion board posts or creative works). Written assignments should demonstrate mastery of organization, structure, and editing (addressing all aspects of mechanics). Excessive grammar, spelling, and vocabulary errors will result in a reduction of the score according to the provided grading rubric and at the instructor's discretion.

Assignment Due Dates

Assignments are expected to be completed and turned in on time according to the schedule in the syllabus. Students are required to submit assignments by the deadline listed in the syllabus or as communicated during class sessions. Assignments submitted after the deadline will receive a reduction of 10 grade points per day. No assignments will be accepted or graded after the final course date, as specified in the syllabus.

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Attendance: Procedure Statement

At East Texas A&M University, students (1) and faculty (2) are expected to be present for **all** face-to-face and interactive video classes in which they are enrolled. Students are responsible for providing faculty members with reason(s) for their absences and are responsible for requesting makeup information for any missed work and/or quizzes, projects, or assessments. For detailed information regarding the ETAMU Attendance Policy, reference the *ETAMU Attendance* section of this syllabus.

GRADING

The course grade will be determined based on **total points** as follows:

Leadership Reflection Journal (Weekly)	Reflect on course readings and apply leadership theory to personal practice.	20	20%
Case Study Analysis	Analyze and respond to a leadership/supervision dilemma using course concepts.	20	20%
Supervision Framework Design	Design a supervision/teacher support model for a school setting.	20	20%
Leadership in Action Simulation (Flipgrid)	Record a response to a leadership challenge; respond to peers.	20	20%
Final Project: Leadership Action Plan	Create and present a school-based plan to address a real or hypothetical leadership problem.	20	20%
Total		100	100%

Grading Rubric / Criteria for Major Assignments

Criteria	Exceeds Expectations (A)	Meets Expectations (B)	Developing (C)	Needs Improvement (D/F)
Reflection Journal	Thoughtful, insightful connections to readings; clear and engaging writing.	Relevant to readings; demonstrates understanding; writing is mostly clear.	Basic response with limited connection to readings.	Superficial or off-topic; weak writing.
Case Study Analysis	Strong application of theory; well-reasoned solution; clearly articulated.	Reasonable application; mostly accurate and complete analysis.	Incomplete or weak analysis; limited theory integration.	Misunderstood or unsupported conclusions.
Supervision Framework	Framework is clear, evidence-based, and practical; connects theory to practice.	Logical and mostly clear framework; some theory applied.	Framework is vague or underdeveloped.	Lacks coherence or practical relevance.

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Leadership Simulation	Thoughtful, strategic video response; strong peer feedback; well-written reflection.	Response addresses scenario; moderate depth; meets basic requirements.	Response is brief; limited reflection or engagement with peers.	Off-topic or missing components.
Final Project: Action Plan	Comprehensive, well-organized, theory-driven plan; clear communication and presentation.	Clear and complete plan with reasonable strategies; adequate communication.	Plan lacks detail or integration of concepts.	Disorganized, incomplete, or unclear.

The following rubric will be used for grading **all** written assignments.

Category	Full Credit	Partial Credit	No Credit
Supporting Information	Information is clear, comprehensive, and includes required details.	Information is unclear or incomplete.	Information does not address the topic.
Evidence and Examples	All examples are specific, relevant, and well-integrated into the assignment.	Most examples are relevant but lack specificity.	Examples are not specific or relevant.
Sentence Structure	All sentences are well-constructed and clear.	Most sentences are well-constructed.	Most sentences are poorly constructed.
Capitalization, Punctuation, Grammar	No errors in capitalization, punctuation, or grammar.	One or two minor errors in mechanics.	Several errors in capitalization, punctuation, or grammar.
Quality of Work	Responses are clear, legible, and well-organized.	Responses are partially clear or disorganized.	Responses are unreadable or poorly organized.

Final grades in this course will be based on the following scale:

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Letter Grade	Percentage Range	Point Range
A	90%-100%	900-1000
B	80%-89%	800-899
C	70%-79%	700-799
D	60%-69%	600-699
F	Below 60%	<600

TECHNOLOGY REQUIREMENTS

LMS

All course sections offered by East Texas A&M University have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

Zoom Video Conferencing Tool

https://inside.ETAMU.edu/campuslife/CampusServices/CITESupportCenter/Zoom_Account.aspx?source=universalmenu

ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@ETAMU.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a ETAMU campus open computer lab, etc.

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ARTIFICIAL INTELLIGENCE USE

AI is allowed **with attribution**: Use of AI tools, including ChatGPT, is permitted in this course for students who wish to use them. To adhere to our scholarly values, **students must cite any AI-generated material that informed their work** (this includes in-text citations and/or use of quotations, and in your reference list). Using an AI tool to generate content without proper attribution qualifies as academic dishonesty.

COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course **material**, please contact your instructor ([Dr. Morgan](#)).

Technical Support

If you are having **technical difficulty** with any part of Brightspace (D2L), please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

Interaction with Instructor Statement

I enjoy getting to know my students. Please contact me with any questions you may have. I strive to provide quick feedback on assignments, etc. Please allow 24-48 hour response time during the business week.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

University 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. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.ETAMU.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum:

<https://www.britannica.com/topic/netiquette>

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ETAMU Attendance

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.ETAMU.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.ETAMU.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

Academic Integrity

Students at East Texas A&M University are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)
[Undergraduate Student Academic Dishonesty Form](#)

<http://www.ETAMU.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf>

[Graduate Student Academic Dishonesty Form](#)

<http://www.ETAMU.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf>

<http://www.ETAMU.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

Students with Disabilities-- 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

East Texas A&M University

Velma K. Waters Library Rm 162

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

Fax (903) 468-8148

Email: studentdisabilityservices@ETAMU.edu

Website: [Office of Student Disability Resources and Services](#)

<http://www.ETAMU.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

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Nondiscrimination Notice

East Texas A&M University will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in East Texas A&M University buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.ETAMU.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

East Texas A&M Supports Students' Mental Health

The Counseling Center at East Texas A&M, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit <https://www.ETAMU.edu/counseling-center/>

Mental Health and Well-Being

The university aims to provide students with essential knowledge and tools to understand and support mental health. As part of our commitment to your well-being, we offer access to Telus Health, a service available 24/7/365 via chat, phone, or webinar. Scan the QR code to download the app and explore the resources available to you for guidance and support whenever you need it.

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EDCI 535 – 01W – Summer I –Course Schedule

Week	Dates	Topics & Objectives	Readings & Activities	Assignments Due
1	June 2–6	Introduction to Educational Leadership & Supervision	Article Reading Leadership Reflection Journal #1 Instructor Lesson 1: Intro to Leadership (D2L – asynchronous)	Journal #1 due June 6
2	June 7–13	Leadership Styles & Communication in Schools	Article Reading Journal #2 Instructor Lesson 2: Different Ways to Lead / the Flow of Communication in Schools (D2L – asynchronous)	Case Study due June 13 Journal #2
3	June 14–20	Supervision Models & Supporting Teacher Growth	Article Reading Instructor Lesson 3: Supporting and Measuring Growth (D2L – asynchronous)	Supervision Framework due June 20 Journal #3
4	June 21–27	Decision-Making, Conflict Resolution, and Real-World Scenarios	Flipgrid Scenario + Peer Responses Leadership Reflection Journal #4 Instructor Lesson 4: Facing Conflict (D2L – asynchronous)	Simulation Journal #4 due June 27
5	June 28–July 3	Developing a Leadership Action Plan	Design action plan Peer feedback on presentations Course wrap-up discussion	Final Project due July 3

This course outline represents tentative assignments/projects and is subject to change.

Additional Notes:

- **Course Introduction:** The course portal will open on **June 2, 2025**, for students to review the syllabus and course expectations.
- **Final Project Submission:** The **final projects and peer feedback will be due by July 3, 2025, by 11:59 PM CST.**
- **Check-Ins:** Optional live Q&A sessions will be made available to address student questions and provide assignment guidance.

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