



## **EDCI 640-01W: Leadership in Professional Learning**

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>
  - Offers resources for analyzing and addressing school culture challenges.
2. *Shaping School Culture: Pitfalls, Paradoxes, and Promises*
  - Excerpts and summaries available through institutional access and OER repositories.

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

### **Course Description**

This course will help instructional leaders develop their skills and abilities to effectively engage colleagues in professional learning. Focus areas include an examination and application of theories related to andragogy, leadership, decision-making, communication, motivation, and group dynamics. This course will also review the research surrounding professional learning communities and educational change.

**Prerequisites:** Doctoral level standing or consent of the instructor.

*The syllabus/schedule are subject to change.*

## **Student Learning Outcomes**

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

- Analyze school culture through the lens of foundational theories, including Transformational Leadership, Organizational Culture, and Professional Learning Communities.
- Identify cultural strengths and challenges that affect collaboration, morale, and instructional focus.
- Utilize action research to design and implement plans that address school culture challenges and promote collaboration, professional growth, and continuous improvement.

## **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:

Assignment	Criteria	Exceeds Expectations (A)	Meets Expectations (B)	Developing (C)	Needs Improvement (D/F)
<b>Culture Assessment Report</b> 25%	Depth of analysis, use of theory, clarity, and relevance of recommendations	Comprehensive, theory-driven, insightful recommendations, strong writing mechanics	Good use of theory, adequate depth, mostly clear writing	Some theory mentioned but surface-level, vague or limited recommendations	Minimal theory, unclear or unsupported analysis, significant writing issues
<b>PLC Simulation &amp; Reflection</b> 20%	Application of leadership practices, response to scenario, clarity of reflection	Clear, strategic response aligned with research; thoughtful reflection and strong engagement with peers	Response aligns with key concepts; reflection provides moderate insight	Basic response and reflection; limited application of concepts	Unclear or off-topic response; weak or missing reflection or peer interaction
<b>Theory-to-Practice Workshop</b> 20%	Group contribution, case analysis, theory application	Active, collaborative contributions; excellent theory application; strong individual insight	Good participation, logical application of theory, adequate individual response	Inconsistent group engagement; limited theory connection	Minimal participation or superficial response
<b>Community Engagement Plan</b> 15%	Clarity of goals, stakeholder inclusion, use of best practices	Well-structured, detailed plan including strong rationale and references to leadership theory	Clear goals and appropriate strategies; generally aligned with course concepts	Basic strategies outlined; lacks specificity or connection to theory	Unclear or unrealistic plan; missing key components
<b>Final Action Plan &amp; Presentation</b> 20%	Integration of course learning, feasibility, clarity, and professionalism	Highly coherent, deeply grounded in theory, strategic, well-communicated in both written and visual formats	Logical and complete; shows understanding of concepts and professionalism	Some gaps in organization or logic; theory not consistently applied	Disorganized, unclear, or incomplete; lacks practical relevance

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

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

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>

*The syllabus/schedule are subject to change.*

LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](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](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](mailto: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.

## 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.

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# **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>

### **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>

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<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](mailto:studentdisabilityservices@ETAMU.edu)

Website: [Office of Student Disability Resources and Services](http://www.ETAMU.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/)

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

## **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.

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## **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.





## EDCI 640 – 01W – Summer I –Course Schedule

Week	Dates	Topics & Objectives	Activities & Readings	Assignments Due
Week 1	June 2– June 7	Foundations of School Culture & Leadership Theories	Read: Shadows of the Neanderthal – mental models. Instructor Lesson 1: Intro to Leadership Theories (posted to D2L -asynchronous view)	Intro discussion + post replies - Know yourself exercise (share) Begin School Culture Assessment outline
Week 2	June 8– June 14	PLCs, Adult Learning, and Group Dynamics	Read: Shaping School Culture excerpts + PLC frameworks Asynchronous PLC Simulation via Flipgrid Peer feedback on video posts Instructor Lesson 2: Adult Learners and Group Dynamics (posted to D2L -asynchronous view)	Submit School Culture Assessment (25%) PLC Simulation response + reflection
Week 3	June 15– June 21	Addressing Cultural Challenges through Leadership	Case study readings Theory-to-Practice Workshop (collaborative forum) Apply leadership frameworks to cultural dilemmas Instructor Lesson 3: The Challenge of Leadership and Influencing Change (posted to D2L -asynchronous view)	Group post + individual reflection Discussion participation
Week 4	June 22– June 28	Stakeholder Engagement & Sustaining Culture	Readings on family and staff engagement Padlet brainstorm Draft Community Engagement Plan Instructor Lesson 4: Sustainability vs. Status Quo (posted to D2L -asynchronous view)	Submit Community Engagement Plan (15%)
Week 5	June 29– July 3	Leading Change: Final Action Plan & Advocacy	Finalize action plan Record and post presentation View 2 peer presentations + feedback	Submit Final Action Plan (20%) Submit Video Presentation Peer feedback responses

*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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