Survey of Leadership Reading
LDR 4114 SEC 521 CRN 24934
Spring 2015 • 3 Credit Hours • USF Sarasota-Manatee • 100% Online

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Course Description: This course is a survey of selected writings that address the development of leadership skills, the academic foundations of the field of leadership studies, the roles of leadership, including transactional, transformational, post-modern leadership theories. Leadership is examined not only from the perspective of personal development but also in the contexts of organizational, global, and systems theories. Students will critically review a range of literature relating to leadership with approaches ranging from popular, “self-help” to serious academic scholarship.

Course Objectives: At the conclusion of the course, the student should be able to:

1. Recognize the different levels of writing and scholarship associated with leadership literature and be able to discern these differences when choosing future readings.

2. Consider the relationship between leadership development and personal development and be able to demonstrate how personal change and renewal influence their leadership skills.

3. Interpret studies, in the foundation of leadership theories, as drawn from political science, psychology, sociology, history, and philosophy as well as the difference between transactional and transformational leadership. Students will be able to apply these academic foundations to their enacted theory of leadership.

4. Compare and contrast sound leadership theory from that which is based in pop culture and apply these theories to improve their own leadership style.

5. Evaluate your learning objectives and write on your progress.

Required Texts:


Methods of Instruction: This course is 100% online. Online instruction is designed with written assignments, online discussion in USF Canvas, and asynchronous session using Panopto.

Content Outline:
The course will cover the following leadership components based on the framework of the USF Leadership Studies program and the required textbook.

- Comparison of pop culture literature and scholarly writings
- Post-modern leadership in a global society
- Transactional and Transformational leadership
- Personal development and leadership development
USFSM AND USF SYSTEM POLICIES

A. Academic Dishonesty: The University considers any form of plagiarism or cheating on exams, projects, or papers to be unacceptable behavior. Please be sure to review the university’s policy in the USFSM Catalog, the USF System Academic Integrity of Students, and the http://usfsm.edu/student-life/student-rights-and-responsibilities/

B. Academic Disruption: The University does not tolerate behavior that disrupts the learning process. The policy for addressing academic disruption is included with Academic Dishonesty in the USFSM Catalog, USF System Academic Integrity of Students, and the http://usfsm.edu/student-life/student-rights-and-responsibilities/

C. Contingency Plans: In the event of an emergency, it may be necessary for USFSM to suspend normal operations. During this time, USFSM may opt to continue delivery of instruction through methods that include but are not limited to: Canvas, Elluminate, Skype, and email messaging and/or an alternate schedule. It’s the responsibility of the student to monitor Canvas site for each class for course specific communication, and the main USFSM and College websites, emails, and MoBull messages for important general information. The USF hotline at 1 (800) 992-4231 is updated with pre-recorded information during an emergency. See the Campus Police Website for further information.

D. Disabilities Accommodation: Students are responsible for registering with the Office of Students with Disabilities Services (SDS) in order to receive academic accommodations. Reasonable notice must be given to the SDS office (typically 5 working days) for accommodations to be arranged. It is the responsibility of the student to provide each instructor with a copy of the official Memo of Accommodation. Contact Information: Disability Coordinator, 941-359-4714 http://usfsm.edu/disability-services/

E. Fire Alarm Instructions: At the beginning of each semester please note the emergency exit maps posted in each classroom. These signs are marked with the primary evacuation route (red) and secondary evacuation route (orange) in case the building needs to be evacuated. See http://usfsm.edu/facilities/safetypreparedness/

F. Religious Observances: USFSM recognizes the right of students and faculty to observe major religious holidays. Students who anticipate the necessity of being absent from class for a major religious observance must provide notice of the date(s) to the instructor, in writing, by the second week of classes. Instructors canceling class for a religious observance should have this stated in the syllabus with an appropriate alternative assignment.

G. Web Portal Information: Every newly enrolled USF student receives an official USF e-mail account. Students receive official USF correspondence and Canvas course information via that address.

H. Last day to drop with a “W”: no refund & no academic penalty. Saturday, March 21, 2015

I. Information Commons provides students with individual and group study spaces, computers, printers, and various media equipment for temporary use. Information Commons is staffed with a librarian, learning support faculty, tutors, and technology and e-learning specialists. Students challenged by the rigors of academic writing, mathematics, or other course content are urged to contact their professors early in the semester to chart out a plan for academic success, and/or regularly use the tutoring services provided by the Learning Support Services, which are provided at no cost to students.

Assignments Policies:

For papers, PowerPoints and discussion boards, use the USF Library system for research including e-books, experiments, quasi-experiments, longitudinal studies or observation with conclusion. Works cannot be web links unless provided by the instructor. Use the database by subject. Good subjects can be Business & Economics, International Studies and Humanities or Sociology. It is easy to cite your work. Once you find an article of interest, click on “Cite This” or “View Citation”.
Students will upload assignments in Canvas. Use a 12 point font size, Times New Roman, 1” margins, and double-spaced. Type your name and the assignment number/title on the first line. Example: Ripo, # 1 How Does One Lead in a Post Modern World? Assignments are due in Canvas no later than 11:59PM on the specified date. Mechanics, spelling, and grammar count!

Discussion Boards serve as an online conversation. In order for dialogue to be effective, postings must be on time. Original posts are due on Sunday by 11:59 PM on or before the date specified. There will be one (1) original post of 375 words and two (2) peer posts of 125 words each. Peer posts are due on Wednesday by 11:59 PM. Students will review the materials in the Module and answer the questions in the assignment. Materials may include some or all of the following webcasts using Panopto, research articles, e-books and online links. NOTE: Assignments will time out and you will no longer have access to post after the due date.

Quality Discussion Points: Discussions will be evaluated based on thoughtful and meaningful contributions. Contributions engage others to think about a topic critically or in a new and different way. Rather think about how the information can be used. How it is related to course topics. What are different or opposite perspectives? How can the information be used on the job? Does the writer have a bias?

Civility in Discussion: You are to be respectful to other’s points of view. The best writings and discussion is not from a personal perspective. Rather the writings and discussion are supported by research. Points are assigned by using quotes and citations to support your writings.

Assignments

There are seven assignments: 4 discussion boards worth 15 points each, Interview a Leader worth 15 points, Global PowerPoint worth 25 points and a Journal Reflection worth 20 points for a total of 120 points.

Pace your readings to keep up with the course: Burns Readings: Prologue through Chapter Five due by January 25th. From there after, read two chapters per week. Maxwell Readings: Read 2 chapters weekly. Read three chapters the second week, fifth week and ninth week to stay on track.

#1 Post Modern Workplace - 15 points. Due 1/11
Read and review the resources in canvas. Provide a definition of the postmodern workplace. Describe the forces behind the postmodern workplace? Describe the implications that leaders and followers need to take into consideration. Write a minimum of 3 pages

#2 Leadership Book Report -15 points. Due 1/25
Students will select one of the leaders from a list provided. Describe the leader as Burns did with Gandhi in Part I according to his/her upbringing, historical context, schooling, religious schooling, socioeconomic, and psychological upbringing. What life experiences mold the leader into who he/she is? Include a bibliography. Minimum of five pages

#3 Global PowerPoint: 20 + slides -20points. Due 2/22
Select a country of interest: Brazil, China, Germany, Greece, India, Japan, Mexico, Russia, Singapore, Spain, Taiwan or Turkey. You may suggest a country for approval. Countries will be assigned on a first come, first serve basis. Use graphics, pictures and incorporate video (if appropriate) to educate us on the country. Bullet point the information on the slide and write the content in the notes pages. The focus of this assignment is to educate the class on the information they would need to know if they were to lead in that country. (1) Provide a historical timeline of milestones of successes/ failures that make the people who they are today, (2) define the government
system, (3) provide an overview of the economic climate today and the import/export trade and (4) inform us on who are the corporate or political leaders are past & present. (5) Explain the culture & workplace behaviors. (6) If you were to lead in that country what would you do/not do in the workplace? (7) Are there any fun facts we should know. (8) How do you judge the society based on the popular leaders? Include a bibliography. Each topic should have a minimum of two slides to get your points across. No less than 20 slides including the title slide and bibliography.

Maxwell’s Journal Reflections Mid Term 10 points Due 3/8.

#5 Burns Chapter 6-14 Review Part II. - 15 points Due 3/22

Define and determine if this leader is an: Intellectual, Reform, Revolutionary, Heroes, Opinion, Group, Party, Legislative, and Executive. Give reasons or examples to support your determination. Minimum of five pages.

#6 Global Leadership Interview - 15 points: 4/12 Submit the name of the Leader by the third week of class.

Students will interview a leader with global experience. The leader must be from another country or have held a leadership role in another country. The leader can be a CEO of a company, a Department Manager, a Director of a nonprofit agency, a Board Member, or a Chair of a committee. When calling for an appointment have your schedule ready to arrange for a time to meet. Be courteous. Dress in business attire. Arrive early. Plan ahead. You need to allow time to coordinate schedules for a very busy leader. Don’t be surprised if they have to reschedule with you. Don’t schedule your interview for the week before the writing is due, just in case the leader has to reschedule. Your review should gain an understanding of the factors that can impact leadership in another country. Factors include culture, history, government, faith and economics. Please add any questions of your own to the list below.

Briefly present a biography of the person, education, career path. Provide an overview of their current place of work: company, location, number employees, revenue, and scope of services.

1. What is the Leader currently reading for their professional development? What lessons are he/she is gaining from the book/article?
2. Does the Leader now have a mentor or at any time in the past had mentor? What was the value gained from the experience?
3. Could he/she share a challenging leadership situation?
4. What does the Leader do to maintain relationships with stakeholders?

Questions regarding the leader’s home country:

1. What are some cultural do’s and don’ts?
2. What are the do’s & don’ts in the workplace?
3. How is problem solving approached?
4. How are leaders viewed or valued? How are employees viewed or valued?
5. Is there anything he/she can share about the history, the government, the economy, the demographics or technology affecting leadership in his/her home country?

Questions for YOU to summarize the interview:

1. How do the theory/readings of this class inform your review of this leader?
2. What life lessons did you garner from this experience?

This assignment should be no less than three pages. You will post your review to the Blackboard Discussion Board for others to review and comment on. Type and send the leader a thank you note. A good thank you note will express appreciation of their time, restate an important point discussed in the interview, and state the value gained from the experience.

# 7 Maxwell Journal Reflection Paper. Turned in in two parts. Midterm part due on 3/8 and final part due 4/26. Total 20 points: The book by John C. Maxwell, The 21 Irrefutable Laws of Leadership: Follow them and People Will Follow You, provides points for reflection and the foundation for you to personally develop your leadership skills. Read 2 to 3 chapters per week. I recommend reading three chapters the second week, fifth week and ninth week to stay on track. Each week take time to reflect, journal, and evaluate your leadership abilities. Assess your strengths and weaknesses as related to the topics. Develop your ideas on leadership. Cite the book, audio notes or Burns book to support your ideas. Ten page requirement. Your paper must address:

Page 10 - #1, 2, and 3
Page 21 - #1 & 2
Page 34 - #1, 2, & 3 (Note: If not currently in a leadership role, answer the questions based on how you would go about providing opportunities for followers if you were leading an organization today.)
Page 60 - #1, 2, & 3
Page 70 - #1, 2, & 3 (Probably the most important foundation to leadership. Work towards Integrity in everything you do and hopefully you won’t have to earn trust once it has been broken.)
Page 85 - #1, 2, & 3
Page 101 - #1, 2, & 3
Page 124 - #1, 2, & 3
Page 138 - #1, 2, & 3
Page 152 - #1
Page 167 - #1
Page 178 - #3
Page 216 - #1, 2, & 3
Page 231 - #1, 2, & 3
Page 265 - #1, 2, & 3
### Journal Grading Scale

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### Grading Criteria and/or Scale: A total of 130 points.

- **A**: Demonstrates reflection on the topic and addresses the questions.
- **B**: Well thought out & structured writing.
- **C**: Shows a relationship to personal experience & observation.
- **D**: 1 page of writing
- **A**: No evidence of reflection on the topic or question.
- **B**: Little evidence of reflection on topic and somewhat answers the question.
- **C**: Little thought and structure to the writing.
- **D**: No evidence of reflection on the topic or question.

### Late assignments: In order for the class to fully participate in discussions, assignments must be on time.

Assignments, papers and discussion boards all have deadlines noted in the syllabus and on Blackboard. Every assignment is date-stamped through the Blackboard system. It is the student’s responsibility to complete assignments by the deadline. Late assignments will receive **5 points off**. Missed assignments will receive no credit. Assignments that do not meet the minimum requirements will not be graded.

During the course if a sudden or tragic circumstance arises, please contact the professor immediately. The types of situations that may arise are deaths, personal, or immediate family illnesses, and extenuating circumstance. In order for the assignment to be graded, documentation must be presented to the professor within 15 days. A late grade still applies.