Semester: Spring 2015  
Instructor: Dr. Lora Kosten

Office: Virtual, USFSM at North Port; or College of Education USFSM

Office Hours: Because this is a web-based course, I prefer to hold office hours virtually by appointment. To contact me the best choice is via email as I check messages several times per day. Office phone: 941-426-7783. We can confer via SKYPE, conference call or via a mutually selected format. If you live in the area, we could meet on campus in Sarasota or at the North Port Instructional Site.

Home phone: 941-488-5182 ...Please call before 9:00 PM

Academic Computing Help: 1-866-974-1222 (toll free); email http://it.usf.edu/help

Prerequisites: There are no prerequisites for LDR 4204.

Upper-level Pillars: This course meets all requirements for the Leadership and Ethics Pillar.

Course Description: Course reviews arguments for ethics in leadership as proposed by both contemporary and ancient leadership theories. It also examines theories of power and authority, and seeks answers to the apparent dilemmas through applied moral theory and psychology.

Course Topics: This course will cover the following content areas:

1. Ethical Leadership
2. Theories of Power
3. Moral Theory

Course Objectives: In this course, we will discuss a variety of leadership theories and view each through an ethical lens. Assigned readings will provide background knowledge regarding the context of these leadership and ethical issues. You will be asked to analyze and apply new information to moral dilemmas through reflective writing, a mock blog, and power point presentation. Throughout the course, you should experience self-growth and evolvement, culminating in the ability to express how you will use this experience to enhance your potential in the professional world.
Course Student Outcomes:
1) Students will be able to define the relationship between ethics and leadership through chapter reflections. (USFSM Pillars of Intellectual Engagement Ethics and Leadership Outcomes)

2) Through reflection papers, students will be able to describe their views of ethical leaders using knowledge gained from course materials. (USFSM Pillars of Intellectual Engagement Ethics and Leadership Outcomes)

3) Students will be able to apply ethical perspectives and concepts to situations and justify the implications of their applications about ethical leadership to real-world situations both personally and professionally through reflection papers. (USFSM Pillars of Intellectual Engagement Ethics Outcome)

4) Students will analyze and apply specific leadership theories or characteristics relevant to this course. (USFSM Pillars of Intellectual Engagement Leadership Outcome)

4) Using TED Videos and other educational resources, students will be able to analyze their perceptions and others’ perceptions of ethics and leadership by participating in a mock “Blog” based on their selection, reflections, and responses to peers from information on Leadership. (USFSM Pillars of Intellectual Engagement Ethics, and Leadership Outcomes)

5) Students will be able to demonstrate effective and authentic leadership with planning, achieving goals, collaboration and effective communication through chapter and final reflections, discussion postings, and power point assignment. (USFSM Pillars of Intellectual Engagement Leadership Outcome)

6) Students will demonstrate effective uses of technology tools through assignments in the Canvas Learning Management System with support from the course Instructor or USF Sarasota-Manatee online resources.

Required Text Books:


Canvas Use:
The class syllabus is posted in Canvas, an online course management system. In this class, Canvas will be used for all communications, assignments, discussion postings, and grading. If you are not familiar with Canvas, please seek assistance. Canvas Support is available through USFSM E-Learning staff from 9am to 5pm Monday through Friday. Please call or email Carlos Montoya at 941-359-4295 cmmontoya@sar.usf.edu.

The USF Tampa IT Helpdesk provides 24 hour support for Canvas. Please call 813-974-1222 or email: help@usf.edu if you need assistance outside of USFSM’s E-Learning hours.

Additionally, CANVAS tutorials can be found in the Student Quickstart Guide at http://guides.instructure.com/m/8470

Navigation:
This course will use Canvas as its management system. If you are unfamiliar with Canvas, you need to contact Campus Computing and they will point you to tutorials or orient you to the software. Assignments will only be accepted through Canvas and not as an e-mail attachment. If you are having difficulty with Canvas, please contact E-Learning support.
The course consists of weekly modules that will be released each Thursday on the week before the Friday due date. All chapter reflections, Discussions postings and major assignments are due on Friday of each week at 11:59 PM. Assignments in Canvas consist of chapter reflections, Discussions and replies, reflective papers, a group power point, participation in a mock blog, and the use of some technology tools found in Canvas. If specified, you may be required to upload work to the assignment link. All rubrics are located with the assignment in each module and guidelines for assignments are found in the syllabus. The syllabus also has a composite of weekly topics, assignments and due dates.

Netiquette:
For courses that challenge students to look inward, I prefer face time to create a comfortable environment in which to share and gain support from peers. I will do my best to create online venues for sharing experiences and learning from one another that allow you to express your thoughts openly and for respectful challenges to biases or opinions that are not backed by research. Communication in online courses occurs via the written word. Please keep all communication respectful through choice of words, content and proper grammar. Please see policy for Academic Disruption (the link is located in USFSM and USF System Policies below.) It explains expected student behavior at USF Sarasota-Manatee. This information pertains to all students enrolled in any course or program including online courses.

PLAGIARISM SOFTWARE:
The University of South Florida Sarasota-Manatee has an account with an automated plagiarism detection service which allows student assignments be checked for plagiarism. I reserve the right to ask students to submit their assignments to Turnitin through CANVAS. Assignments are compared automatically with a database of journal articles, web articles, and previously
submitted papers. The instructor receives a report showing exactly how a student’s paper was plagiarized. Students can also view these reports.

Pursuant to the provisions of the Family Educational Rights and Privacy Act (FERPA), students are requested to maintain confidentiality as a way to keep their personal contact information (i.e. name, address, telephone) from being disclosed to vendors or other outside agencies. By your submission, you are also agreeing to release your original work for review for academic purposes to Turnitin.

Grading, Evaluation and Attendance Policies:

*Please note that all assignments are expected to be submitted on time. All submissions can be handed in 1 day late for -1 point, or 2 days late for -2 points. No assignments can be submitted more than two days late unless approved by the instructor in advance. Please let me know if you are having difficulty in this course or there are extenuating circumstances that may negatively impact your performance in this course.*

There will also be requests for you to provide feedback to me on Discussions about this course design or assignments as it helps me reflect and fine-tune courses for future semesters. All assignments will be due each week by Friday at 11:59 PM except for the first Discussion Board Posting that is due on the Thursday of the first week of classes at 10:00 AM. It is critical that you complete the first week assignment as this counts toward first day attendance and you will be dropped from the course if a posting is not received by due date and time. New assignments will be posted on Thursdays. This format will allow you to have weekends to complete work. *Assignments not posted by due date deadline will not receive credit.*

Grading, Evaluation and Attendance Policies:

Evaluation Tools and Grading Scale

<table>
<thead>
<tr>
<th>Course Component</th>
<th>Total Points Possible/Percent Toward Final Grade</th>
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<tbody>
<tr>
<td>Chapter Reflections</td>
<td>36 Points 36%</td>
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<tr>
<td>Reflection Paper 1</td>
<td>15 Points 15%</td>
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<tr>
<td>Reflection Paper 2</td>
<td>10 Points 10%</td>
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<tr>
<td>Mock Blog</td>
<td>10 Points 10%</td>
</tr>
<tr>
<td>PowerPoint</td>
<td>16 Points 16%</td>
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<tr>
<td>PowerPoint Reflection/Discussion Postings</td>
<td>03 03%</td>
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<tr>
<td>Final Reflection</td>
<td>10 Points 10%</td>
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<tr>
<td>Total</td>
<td>100 Points 100%</td>
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The final grade scale will be:

<table>
<thead>
<tr>
<th>Weighted-percentage Grade</th>
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<tbody>
<tr>
<td>100-97 = A+</td>
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<tr>
<td>96-93 = A</td>
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<tr>
<td>92-90 = A-</td>
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<tr>
<td>89-87 = B+</td>
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<tr>
<td>86-83 = B</td>
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<td>82-80 = B-</td>
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<td>79-77 = C+</td>
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<td>76-73 = C</td>
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<td>72-70 = C-</td>
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<td>69-67 = D+</td>
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<td>66-63 = D</td>
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<td>62-60 = D-</td>
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<td>59-0 = F</td>
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Please CHECK YOUR USF EMAIL ACCOUNT DAILY FOR COURSE UPDATES AND INFORMATION.
How to login to your USF email:
1. Login to MyUSF: https://my.usf.edu
2. Select “email” from the tabs at the top of the screen
3. Select "students –USF google mail" from the drop-down menu.
Course Assignments and Requirements:
Rubrics for assignments are posted in the appropriate module.

36 points: Chapter Reflections
7 weeks of meaningful chapter reflections and/ or with discussion board postings 4 points per assignment. Postings must be completed by 11:59 PM on Friday each week; except the first assignment must be posted by 10:00 AM of the first week of class per university policy. This first assignment will be used for attendance in this course. If you do not complete it on time, you will be dropped from the course and will need to re-register. The quality and thoughtfulness of each individual assignment along with the Discussion Board requirement will account for the 4 points.

Pillars of Intellectual Engagement Requirements: 4 pts. Each/Upload to Assignments
Students in this pillar course must respond to two prompts developed by Core Curriculum Committee. One prompt addresses the Leadership Outcome of: Students will analyze and apply specific leadership theories or characteristics relevant to this course and the other the Ethics Outcome: Students will apply ethical perspectives and concepts to situations and justify the implications of their applications

The hypothetical ethical dilemma that I am requesting you to write about is the Death Penalty. In a short essay of 300-500 words, analyze this hypothetical ethical dilemma and explain the challenges involved, and propose a solution. Ethics Essay/Due February 13th

The hypothetical leadership challenge that I am requesting you to write about are your thoughts on whether or not leaders should be selfish or altruistic. (See Ch. 6/Ciulla) In a short essay of 300-500 words, analyze the hypothetical leadership problem provided above, explain the challenges involved, and propose a solution. Leadership Essay/Due March 27th

10 Points: Reflection Paper 2
Guidelines: We have now covered several chapters of Ciulla (Ed.) Please prepare and submit a 2-page (double spaced) that use topics from these any chapters of Ciulla (Ed.) to describe a leader in your life. The leader can be from a professional or personal standpoint, or any other aspect of your life. Use at least three topics from the chapters of Ciulla (Ed.) and be sure to describe whether or not you feel that this leader is “ethical” and why or why not. The paper needs to follow APA format and use no larger than 12 point font. If using citations, please follow APA format and include a reference page.
PowerPoint Activity 16 Pts.
PowerPoint /Guidelines/2 Weeks to Complete

Pretend that you have been asked to give a presentation about Leadership to a group of colleagues at an organization or business of your choice. This presentation should represent what you have taken away from this course. Requirements include:

Guidelines: 10 Slides Total

1. The first slide should be a cover slide to introduce your group and welcome the audience (please create your audience).
2. The second slide should be titled: Six Attributes of an Effective Leader ...and each attribute should be listed...i.e. integrity, effective communicator, leads by example, promotes teamwork, motivates others etc. You may use these, but I prefer that you choose some of your own...

3-8. For Slides 3-8...list each attribute on a different slide and in no more than three sentences, describe why this attribute is important and how it supports the ethics or effectiveness of a leader. I prefer this be your own creation, be sure to give credit to an author if using or citing someone else’s work.

9. Slide 9 ...please end this Power Point with an Inspirational Quote to help motivate others; be sure to give credit to the source.

10. Slide 10...post a brief reflection on the group work process. What did you like about group collaboration and what could be changed to enhance the effectiveness of this assignment? Then, individually give feedback for this assignment on discussion board.
All students will receive the same score based on the following rubric:

Rubric:

14-16 Pts. /Advanced
Thoroughly addresses all components, is handed in on time, and is very insightful and creative.

11-13 Pts. /Proficient
Addresses all components with basic insight and creativity.

10-12 Pts. /Lacks Clarity
Lacks some components; uses little insight or creativity.

0-9 Pts. /Unacceptable
Not handed in on time or work is unacceptable.

PowerPoint/Group Activity
You have been randomly assigned to groups of four on Canvas Collaborations. Each group should decide on a name and select: a Leader who will initiate and facilitate discussions on Google Docs based on the guidelines for this assignment, a Recorder who will put ideas onto power point slides, an Artist who will create graphics for the slides, and a Narrator who will post the final product on Canvas and describe the groups philosophy on leadership as conveyed in the power point. You may use Google Docs or Discussions on Canvas as a tool for collaboration, create a PowerPoint together based on the guidelines in the syllabus. (see above)

Be prepared to share individual feelings about this group assignment in Discussions. (3 pts)

- Please give individual constructive feedback as to what worked well and what you feel should be revised by reflecting on this group work process. On Discussions, comment on three components about the content and three components about the process that you liked or would like to see changed for this assignment. Feedback should be constructive. Share feelings about group models and strategies and/or other thoughts about this activity through a minimum of 2 replies. Once this discussion is complete, I will post your final grade. 3 Pts.

Mock Blog 10 Pts.

Students: you will participate in a mock “Blog” based on selections, reflections, and responses to peers from a TED Video on Leadership. Search for a TED Video on Leadership from the button that is located in the toolbar. In order to access this toolbar you must click on reply, see the picture below to view the buttons to access the videos. View this video and begin a Discussion in CANVAS that is
similar to a “Blog”. Give a two paragraph reflection about the video and whether or not you agree with what is being presented and how your developing leadership style aligns or not with the contents from this video.

- Next select information about leadership from two other sources from the buttons in the module, either the stack of books for Public Resources or the V symbol for YouTube and TED Ed and update your mock blog throughout the week. You may use links or any visual files. If you choose, you may use outside resources from the internet provided they are ethical and respectful.

- You must have at least two replies to other people's posting. This Discussion link will be open all week. Please post information on three different days.

**Final Reflection Get Creative with Words and Pictures 10 Pts.**

**Guidelines:** Read and think about the content and what we have discussed and learned this semester, especially the skills and characteristics of effective leaders. Locate a picture from nature that best depicts your leadership style. Post this picture at the top of your paper and explain why you selected it. An example is that of a student who chose a dove because his leadership style will help bring peace to the world. Get creative. Next, write a 2 page reflection (looking at yourself in a mirror) about what you bring to the practice of leadership right now. What characteristics and skills do you have that will help you be an effective leader, and what will you continue developing in the future?

**When writing, consider the following:**
What have we studied that is interesting? What new information have you learned? How has your learning affected preconceptions or misconceptions you brought with you into class? How does your learning affect your view of the world and the universe? Will what you have learned change your behavior in the future?
If using citations, please follow APA format and include a reference page.

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2. Select “email” from the tabs at the top of the screen
3. Select "students –USF google mail" from the drop-down menu.

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 USF System Student Code of Conduct.

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 USF System Student Code of Conduct.

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, disabilityservices@sar.usf.edu, 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 Emergency Evacuation Procedures.

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. Sexual Misconduct/Sexual Harassment Reporting: USFSM is committed to providing an environment free from sex discrimination, including sexual harassment and sexual violence
The Counseling and Wellness Center is a **confidential** resource where you can talk about incidents of sexual harassment and gender-based crimes including sexual assault, stalking, and domestic/relationship violence. This confidential resource can help you without having to report your situation to either the Office of Student Rights and Responsibilities (OSSR) or the Office of Diversity, Inclusion, and Equal Opportunity (DIEO), unless you request that they make a report.

Please be aware that in compliance with Title IX and under the USF System Policy, educators **must** report incidents of sexual harassment and gender-based crimes including sexual assault, stalking, and domestic/relationship violence. If you disclose any of these situations in class, in papers, or to me personally, I am required to report it to OSSR or DIEO for investigation. The Deputy Coordinator for USFSM is Mary Beth Wallace, AVP for Student Enrollment, Engagement and Success, 941-359-4330 or marybeth@sar.usf.edu.

**Campus Resources:**

- Counseling Center and Wellness Center 941-487-4254
- Victim Advocate (24/7) 941-504-8599
- List of off-campus resources:
  - Hope of Manatee: 941-755-6805
  - Safe Place & Rape Crisis Center (SPARCC) – Sarasota: 941-365-1976
  - First Call for Help- Manatee: 941-708-6488
    - Sarasota & North Port 941-366-5025
  - Manatee Glens: 941-782-4800

**H. 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.

**Weekly Schedule:**
<table>
<thead>
<tr>
<th>Week of</th>
<th>Theme/Topic</th>
<th>Readings/Assignments Due</th>
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<tbody>
<tr>
<td></td>
<td>All assignments are due on the Friday of each week by 11:59 PM; except for Week 1.</td>
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<tr>
<td>Week 1</td>
<td>Jan 5th</td>
<td>Ethics: Getting Started</td>
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<td><strong>Note:</strong> This assignment is Due January 8th at 10:00 AM.</td>
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<tr>
<td>Week 2</td>
<td>Jan 12th</td>
<td>Ethics: Beyond Authority</td>
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<tr>
<td>Week 3</td>
<td>Jan 19th</td>
<td>Ethics: Theories</td>
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<tr>
<td>Week 4</td>
<td>Jan 26th</td>
<td>Ethics: Values</td>
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<tr>
<td>Week 5</td>
<td>Feb 2nd</td>
<td>Ethics: Applying Theories to Real World Events</td>
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<td>Week 6</td>
<td>Feb 9th</td>
<td>Leadership and Ethics</td>
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<td></td>
<td></td>
<td><strong>Ethics Essay Due</strong></td>
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<td>Week 7</td>
<td>Feb 16th</td>
<td>Leadership and Ethics</td>
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<tr>
<td>Week 8</td>
<td>Feb 23rd</td>
<td>Leadership/Types and Challenges</td>
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<tr>
<td>Week 9</td>
<td>Spring Break</td>
<td>There is no assignment or discussion due this week...Enjoy!</td>
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<td>March 2nd -7th</td>
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<tr>
<td>Week 10</td>
<td>Mar 9th</td>
<td><strong>Second Reflection paper is Due</strong></td>
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<td>Week 11</td>
<td>Mar 16th</td>
<td>Leadership/ Motivation</td>
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<td><strong>March 21st...Last day to Drop with a 'W'</strong> For Spring 2015 the last day for a student to drop a course to receive a 'W' grade; no refund, no academic penalty.</td>
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<tr>
<td>Week 12</td>
<td>Mar 23rd</td>
<td>Leadership/Morals and Ethics</td>
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<td><strong>Leadership Essay Due</strong></td>
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<tr>
<td>Week 13 Mar 30th</td>
<td>Leadership/TED Videos</td>
<td>Participate in Mock “Blog” on Discussions</td>
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<td>Week 14 Apl 6th</td>
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<td>Begin Group Work for Power Point</td>
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<td>Week 15 Apl 13th</td>
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<td>Power Point is Due</td>
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<tr>
<td>Week 16 Apl 20th</td>
<td>Self-growth and Reflection</td>
<td>Final Reflection is Due</td>
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