

# Syllabus

## Fermanian School of Business



More Than the Bottom Line: Business Education to Change the World

## BLD 4012 Leadership Theory and Practice

**3 Units**

### Summer 2023

<b>Meeting days:</b>	Online	<b>Instructor:</b>	Dr. Randy Waynick
<b>Meeting times:</b>	Online-2 live zooms	<b>Phone:</b>	612.910.9353
<b>Meeting location:</b>	Online	<b>E-mail:</b>	rwaynick@pointloma.edu
<b>Final Exam:</b>	per University Schedule	<b>Office hours:</b>	Monday or Wednesday 9-11am. Student request
<b>Additional Information:</b>		<b>Additional info:</b>	

#### PLNU Mission

#### To Teach ~ To Shape ~ To Send

Point Loma Nazarene University exists to provide higher education in a vital Christian community where minds are engaged and challenged, character is modeled and formed, and service becomes an expression of faith. Being of Wesleyan heritage, we aspire to be a learning community where grace is foundational, truth is pursued, and holiness is a way of life.

#### Fermanian School of Business Mission

#### Character – Professionalism – Excellence – Relationships – Commitment – Innovation

As members of a vital Christian community, we strive to provide high quality business programs that equip students to make a positive impact in their workplace and community by connecting purpose to practice.

### COURSE DESCRIPTION

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This course provides an overview of a wide variety of leadership theories, concepts, and practices. Topics include the historical examination of leadership models, contributions of leaders to a modern society, and practical application of leadership. Emphasis is placed upon personal leadership development, including the analysis of leadership styles utilizing self-assessments.

## **COURSE LEARNING OUTCOMES**

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1. Explain leadership concepts, practices and theories (PLO 1 & F1).
2. Analyze traits and behaviors of effective leaders (PLO F1).
3. Determine how to effectively address ethical dilemmas from a leadership perspective (PLO 4).
4. Demonstrate effective communication through written means (PLO 3).
5. Collaborate in a team to complete projects on leadership (PLO 5).

## **EXPECTATIONS**

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- Students are expected to think and act like leaders.
- Leaders/Students are required to be active and participate in all class discussions and exercises.
- Leaders/Students are required to be prepared and on time.
- Leaders/Students are required to be respectful to fellow leaders.
- Students are expected to not use any devices in class during lectures.

## **COURSE CREDIT HOUR INFORMATION**

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In the interest of providing sufficient time to accomplish the stated Course Learning Outcomes, this class meets the PLNU credit hour policy for a 3-unit class delivered over 16 weeks. It is anticipated that students will spend a minimum of 37.5 participation hours per credit hour on their coursework. For this course, students will spend an estimated 120 total hours meeting the course learning outcomes. The time estimations are provided in the Canvas modules.

## **REQUIRED TEXT and REQUIRED READING**

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Daft, R. L., (2022). The Leadership Experience, 8th. Cengage Learning Stamford, CT.

Marquet, L. David., (2012). Turn The Ship Around, Penguin Random House. New York, NY.

Yancy, Philip., (2001). Soul Survivor, Doubleday, Colorado Springs, Co.

There will be 2 self-assessments required. (MBTI and BIG 5). Students will receive a link (see below) to register and purchase MBTI in advance, BIG5 will be a free online version (Link to be supplied). These are required to be completed by each student at the start of week 3.

As part of your BLD4012 Leadership course, we will be using the MBTI Step I assessment.

To purchase the assessments, use this link <https://www.profileassessments.com/point-loma-leadership-course-spring-2023/> Orders are processed during business hours (Monday – Friday; 8am-5pm CST). If you place your order outside of this timeframe, we will process it accordingly. **USE your Point Loma email address to avoid email links going into Junk Mail.**

Various articles as assigned.

## **ASSESSMENT AND GRADING**

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Graded Event	Points	Notes
Weekly Group Discussion	140	10 points per week
Weekly Quiz	260	20 points per week
Weekly Reading Guide	130	10 points per week
Leadership Profile Presentation	70	
Turn The Ship Around Synthesis Report	50	
Midterm Exam	100	
Final Exam	100	
Course Evaluations	50	
Peer Evaluation (Group Contribution)	100	
Total	1,000	

### GRADING SCALE

A=93-100%    A-=92-90%  
 B+=87-89%    B=83-86%    B-=80-82%  
 C+=77-79%    C=73-76%    C-=70-72%  
 D+=67-69%    D=63-66%    D-=60-62%  
 F=0-59%

### INCOMPLETES AND LATE ASSIGNMENTS

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All assignments are to be submitted/turned in by the beginning of the class session when they are due—including assignments posted in Canvas. Incompletes will only be assigned in extremely unusual circumstances.

### SPIRITUAL CARE

At the Mission Valley (MV) campus we have an onsite chaplain, Rev. Gordon Wong, who is available during class break times across the week. If you have questions for, desire to meet or share a prayer request with Rev. Wong you can contact him directly at [mvchaplain@pointloma.edu](mailto:mvchaplain@pointloma.edu) or [gordonwong@pointloma.edu](mailto:gordonwong@pointloma.edu). Rev. Wong's cell number is 808-429-1129 if you need a more immediate response. In addition, on the MV campus there is a prayer chapel on the third floor which is open for use as a space set apart for quiet reflection and prayer.

### STATE AUTHORIZATION

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State authorization is a formal determination by a state that Point Loma Nazarene University is approved to conduct activities regulated by that state. In certain states outside California, Point Loma

Nazarene University is not authorized to enroll online (distance education) students. If a student moves to another state after admission to the program and/or enrollment in an online course, continuation within the program and/or course will depend on whether Point Loma Nazarene University is authorized to offer distance education courses in that state. It is the student's responsibility to notify the institution of any change in his or her physical location. Refer to the map on [State Authorization](#) to view which states allow online (distance education) outside of California.

### **PLNU COPYRIGHT POLICY**

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Point Loma Nazarene University, as a non-profit educational institution, is entitled by law to use materials protected by the US Copyright Act for classroom education. Any use of those materials outside the class may violate the law.

### **PLNU ACADEMIC HONESTY POLICY**

Students should demonstrate academic honesty by doing original work and by giving appropriate credit to the ideas of others. Academic dishonesty is the act of presenting information, ideas, and/or concepts as one's own when in reality they are the results of another person's creativity and effort. A faculty member who believes a situation involving academic dishonesty has been detected may assign a failing grade for that assignment or examination, or, depending on the seriousness of the offense, for the course. Faculty should follow and students may appeal using the procedure in the university Catalog.

See the [Academic Honesty Policy](#) in the Graduate and Professional Studies Catalog for definitions of kinds of academic dishonesty and for further policy information.

### **PLNU ACADEMIC ACCOMMODATIONS POLICY**

PLNU is committed to providing equal opportunity for participation in all its programs, services, and activities. Students with disabilities may request course-related accommodations by contacting the Educational Access Center (EAC), located in the Bond Academic Center ([EAC@pointloma.edu](mailto:EAC@pointloma.edu) or 619-849-2486). Once a student's eligibility for an accommodation has been determined, the EAC will issue an academic accommodation plan ("AP") to all faculty who teach courses in which the student is enrolled each semester.

PLNU highly recommends that students speak with their professors during the first two weeks of each semester/term about the implementation of their AP in that particular course and/or if they do not wish to utilize some or all of the elements of their AP in that course.

Students who need accommodations for a disability should contact the EAC as early as possible (i.e., ideally before the beginning of the semester) to assure appropriate accommodations can be provided. It is the student's responsibility to make the first contact with the EAC.

## SEXUAL MISCONDUCT AND DISCRIMINATION

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Point Loma Nazarene University faculty are committed to helping create a safe learning environment for all students. If you (or someone you know) have experienced any form of sexual discrimination or misconduct, including sexual assault, dating or domestic violence, or stalking, know that help and support are available through the Title IX Office at [pointloma.edu/Title-IX](http://pointloma.edu/Title-IX). Please be aware that under Title IX of the Education Amendments of 1972, it is required to disclose information about such misconduct to the Title IX Office.

If you wish to speak to a confidential employee who does not have this reporting responsibility, you can contact Counseling Services at [counselingservices@pointloma.edu](mailto:counselingservices@pointloma.edu) or find a list of campus pastors at [pointloma.edu/title-ix](http://pointloma.edu/title-ix)

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## PLNU ATTENDANCE AND PARTICIPATION POLICY

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Regular and punctual attendance at all **synchronous** class sessions is considered essential to optimum academic achievement. If the student is absent for more than 10 percent of class sessions (virtual or face-to-face), the faculty member will issue a written warning of de-enrollment. If the absences exceed 20 percent, the student may be de-enrolled without notice until the university drop date or, after that date, receive the appropriate grade for their work and participation. In some courses, a portion of the credit hour content will be delivered **asynchronously** and attendance will be determined by submitting the assignments by the posted due dates. See [ADC Academic Policies in the Graduate and Professional Studies Catalog](#). If absences exceed these limits but are due to university excused health issues, an exception will be granted.

***Asynchronous Attendance/Participation Definition:*** A day of attendance in asynchronous content is determined as contributing a substantive note, assignment, discussion, or submission by the posted due date. Failure to meet these standards will result in an absence for that day. Instructors will determine how many asynchronous attendance days are required each week.

Students taking online courses are expected to attend each week of the course. Attendance is defined as participating in an academic activity within the online classroom which includes posting in a graded activity in the course. (Note: Logging into the course does not qualify as participation and will not be counted as meeting the attendance requirement.)

Students who do not attend at least once in any 3 consecutive days will be issued an attendance warning. Students who do not attend at least once in any 7 consecutive days will be dropped from the course retroactive to the last date of recorded attendance.

Students who anticipate being absent for an entire week of a course should contact the instructor in advance for approval and make arrangements to complete the required coursework and/or alternative assignments assigned at the discretion of the instructor.

## USE OF TECHNOLOGY

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In order to be successful in your course, you'll need to meet the minimum technology and system requirements; please refer to the [Technology and System Requirements](#) information. Additionally, students are required to have headphone speakers, microphone, or webcams compatible with their computer available to use for any online or hybrid classes. Please note that any course with online proctored exams require a computer with a camera (tablets are not compatible) to complete exams online.

Problems with technology do not relieve you of the responsibility of participating, turning in your assignments, or completing your class work.

## FINAL EXAMINATION POLICY

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Successful completion of this class requires taking the final examination **on its scheduled day**. No requests for early examinations or alternative days will be approved.

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## COURSE SCHEDULE AND ASSIGNMENTS - SPECIFIC REQUIREMENTS/ASSIGNMENTS

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### 1. Profile in Leadership Presentation ( 70pts. )

Each student will be required to read assigned chapter in Soul Survivor. They will be required to present a 10-minute video review of the leader they are assigned. The presentation will be to the class and a quasi-formal approach. Every week two students will be presenting on the same profile of a leader. Their leadership story needs to be translated to the student's real-world experience or a reference for their developing leadership style.

### 2. Quizzes: (260 pts.)

**In order to pass this class you must demonstrate competency with the material found in the text. You must pass with a significant score on the 15-chapter quizzes given over the text material.**

Please note: Seldom are grades determined by one or two big point totals, positive or negative, but are an accumulation of the body of work over a semester. Such is the case in the working world – seldom does an extraordinary day or a disastrous one make or ruin a career – it is the discipline of doing the best over time that is valued.

### 3. Group Activity (140 pts.)

Reflections are done by Team, however every team member must, I will be giving special attention to monitoring the submission for inclusion from every team member. Leadership is not done in a vacuum. Reflections must include each members thoughts and an updating on their current status. Grading is done as a team and the contribution of a single member can be impact the grade of the team. Leadership will ensure all the members of the team contribute to the final result.

### 4. Midterm Exam: (100 pts.)

Date TBD. Test questions taken from text material. To be administered in class.

**5. Turn The Ship Around book Review: (50 pts.)**

You will be required to turn in a Final Written Project. Written as a Team and turned in for a Team grade. The paper requires the Team to blend examples, from the text Soul Survivor, and Turn the Ship Around, to explain the Model of Leadership studied in this class. You should approach the writing of the Project to demonstrate your understanding of the totality of your understanding of leadership. Through your educational experience you have studied, seen, and experienced leadership in many shapes and forms. The Project should include all you know and compare your experiences and knowledge with that exhibited in the 3 non-textbooks each has read. It must demonstrate your insight and expertise on the topic of Leadership from the multiple sources used in class. This Project should be done in 4-8 pages excluding title, toc, reference pages.

**6. Final Exam: (100 pts.)**

Given at the end of the course to assess the value added of the material in this course.

**7. Weekly Study/Reading Guide (130)**

**COURSE SCHEDULE AND ASSIGNMENTS**

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WK	Topics	Learning Activities (Readings, External	Homework	Other	Student Hours (Total range 112.5 to 120)
1	1. To Be A Leader?	1. Ch 1	1..What do you hope to learn and apply-canvas post.	1.Weekly Group	2
2	1. Foundational 2.Curent research	1.Ch 2 & 3 2. SS ch. 2  <a href="https://www.ted.com/talks/drew">https://www.ted.com/talks/drew</a> (Links to an external site.)	1.Weekly Quiz 2.Weekly Reading	1.Weekly Group	8.5
3	1. Leaders as 2.Your profile and	1.Ch 4 2.SS Ch. 5 Assessment TBD MBTI Assessment	1.Weekly Quiz 2.Weekly Reading	1.Weekly Group	8
4	1. Mind and Emotion 2	1.Ch 5 2.SS Ch 7	1.Weekly Quiz 2.Weekly Reading	1.Weekly Group	8
5	1. Courage 2	1.Ch 6 2.SS Ch 8	1.Weekly Quiz 2.Weekly Reading	1.Weekly Group (establish groups of 4	8
6	1. Vision 2	1. Ch 7 2. SS Ch 13	1.Weekly Quiz 2.Weekly Reading	1.Weekly Group (establish groups of 4	8
7	1. Motivation	1. Ch 8 2. <a href="https://www.ted.com/talks/dan">https://www.ted.com/talks/dan</a>	1.Weekly Quiz 2.Weekly Reading 3. Submit Leadership	1.Weekly Group	8
8	1. Communication 2.Mid Term	1. Ch 9 2	1.Weekly Quiz 2.Weekly Reading	1.Weekly Group	8
9	(4th of July Week)		1.Weekly Quiz 2.Weekly Reading	1.Weekly Group Assignment	2
10	1. Teams 2	1. Ch 10 2. TTSA pt 1	1.Weekly Quiz 2.Weekly Reading	1.Weekly Group (establish groups of	8
11	1. Diversity 2	1. Ch 11 2.TTSA pt.2 3. <a href="https://www.ted.com/talks/rocio">https://www.ted.com/talks/rocio</a>	1.Weekly Quiz 2.Weekly Reading	1.Weekly Group	8
12	1. Power and 2	1. Ch 12 2.TTSA pt 3	1.Weekly Quiz 2.Weekly Reading	1.Weekly Group	8
13	1. Followership 2	1. Ch 13 2.TTSA pt 4	1.Weekly Quiz 2.Weekly Reading	1.Weekly Group	8
14	1. Culture and Values 2	1. Ch 14	1.Weekly Quiz 2.Weekly Reading 3. Turn The Ship	1.Weekly Group	8
15	1. Change 2	1. Ch 15	1.Weekly Quiz 2.Weekly Reading	1.Weekly Group	8
16	1. Review 2.Final	1 2	1 2	1 2	8