

Spring 2021

Meeting days: Mondays	Instructor title and name: Dr. Ted Anderson
Meeting times: 5:30 -7:00 pm	Cell Phone: 619.602.2040
Meeting location: Zoom meetings	Email: tedanderson@pointloma.edu
Final Exam: Friday May 7, 5:00 pm	Office hours: Following class on Mondays

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 is an expression of faith. Being of Wesleyan heritage, we strive to be a learning community where grace is foundational, truth is pursued, and holiness is a way of life.

COURSE DESCRIPTION

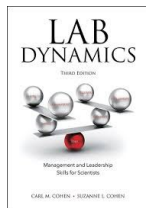
This course explores the development of a theoretical basis of the intrinsic and extrinsic motivations for exceptional performance. Students analyze the ways leadership and culture shape an organization's environment and history. Different leadership styles, personal leadership effectiveness, and both historical and contemporary leadership literature will be examined. Case studies relevant to academic biology departments, life science research labs, biotechnology companies, and biology-related non-profit organizations will be included. Students assess their own personality traits and develop strategies and skills that allow them to become a skilled manager and leader in the science-related areas.

COURSE LEARNING OUTCOMES

As a result of this course, students will be able to:

- Access current and foundational concepts of leadership (knowledge)
- Recognize and act upon opportunities for using leadership skills. (skill)
- Find and evaluate research on Leadership (skill)
- Evaluate the dilemmas in Leadership situations (values)
- Articulate the reasons for decisions made in Leadership (values)

REQUIRED TEXTS AND RECOMMENDED STUDY RESOURCES



Lab Dynamics: Management and Leadership Skills for Scientists, Third Edition 3rd Edition.

ISBN-13: 978-1621823155

ISBN-10: 1621823156

COURSE CREDIT HOUR INFORMATION

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 15 weeks. Specific details about how the class meets the credit hour requirement can be provided upon request.

ASSESSMENT AND GRADING

Distribution of Graded Work

Weekly Reflections on Text Chapters	30%
Weekly Discussions and Participation in Zoom	20%
Individual Readings and Your Insights	20%
Group Readings and Your Insights	10%
“In The News” items and Your Observations	10%
Final Exam, (applying what you have learned)	10%

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

Weekly Reading Reflections on Text Chapters Canvas (30% of semester grade)

The Reading Assignment and Discussion Assignment are combined

Weekly reflections express your reactions and analysis of your reading assignments in a more personal way than in a quiz, formal research, or an analytical essay. Reflections are not summaries or regurgitations of readings. Instead, follow these guidelines:

- Identifying a key point, concept, idea, or theory that emerged from the readings for the week. Refer to a key quote from the text that describes this key concept/topic. Cite this reference by page and paragraph.
- Apply and connect the concept/topic to a real issue that you experienced or read about.
- Draft a question that emerged from the readings this week.
- Proper language and grammar are required.
- Expected length is between 1 and 2 pages but can vary depending on topic.

Weekly Reading Reflections – Submit your reflections electronically in Canvas by midnight on Sunday night. Late work is accepted with reduced grade.

GRADING RUBRIC	Points
Key concept	4
Application of concept	4
Question from readings	1
Exceptional Insight, rarely awarded	1

Weekly Discussions and Participation in Zoom (10% of semester grade)

The weekly Zoom meetings will be used for;

Reviewing and expanding on information from the text and for

Presentation of new material (by the professor, groups and guest lecturers).

Student participation through questions, insights and application of the material is expected.

Individual Readings and Your Insights (10% of semester grade)

Students are expected to summarize and analyze current and classic literature on Leadership.

Some readings will be assigned and some will be selected by the student.

Group Readings and Your Insights (10% of semester grade)

Students are expected to summarize and analyze current and classic literature on Leadership.

Similar to the above assignments except it is completed with classmates. Along with the groups' insights on the readings, observations of the group dynamics should also be reported.

"In The News" items and Your Observations (10% of semester grade)

Students are asked to be aware of Leadership wherever it is observed. A short report on the display of Leadership that was noted along with a short critique.

Leadership Project (10% of semester grade)

Students are expected to initiate and carry out a Leadership Project of their own design. This assignment is an application of what you are learning. Your project should fill a need or make an improvement in an area you care about. Instructor approval before beginning the project is required.

Final Exam - applying what you have learned (20% of semester grade)

A Midterm and Final Exam will both be "take home essay" type of examination and each worth 10%.

COURSE SCHEDULE

Jan 11, Introductions, Syllabus, Scientists

Jan 18, MLK Jr. Holiday No Class

Jan 25, Personal Inventory

Feb 1, Negotiation Tools

Feb 8, Hiring Scientists

Feb 15, Managing Scientists

Feb 22, Goal Setting

Mar 1, Team Meetings

Mar 8, Spring Break No Class

Mar 15, Manage Your Boss

Mar 22, Peers, Allies, Not Enemies

Mar 29, Academe

Apr 5, Transition to Industry

Apr 12, Empathy Rules

Apr 19, Future of Science and Technology

Apr 26 Group Presentations

May 3, Group Presentations

INCOMPLETES AND LATE ASSIGNMENTS

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 under extremely unusual circumstances.

PLNU SPIRITUAL CARE

Mission Valley:

PLNU strives to be a place where you grow as a whole person. To this end we provide resources for our Graduate and Adult Degree Completion students to encounter God and grow in their Christian faith. 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 or 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.

PLNU COPYRIGHT POLICY

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

While all students are expected to meet the minimum standards for completion of this course as established by the instructor, students with disabilities may require academic adjustments, modifications or auxiliary aids/services. At Point Loma Nazarene University (PLNU), these students are requested to register with the Disability Resource Center (DRC), located in the Bond Academic Center, located in the Bond Academic Center (DRC@pointloma.edu or 619-849-2486). The DRC's policies and procedures for assisting such students in the development of an appropriate academic adjustment plan (AP) allows PLNU to comply with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. Section 504 prohibits discrimination against students with special

needs and guarantees all qualified students equal access to and benefits of PLNU programs and activities. After the student files the required documentation, the DRC, in conjunction with the student, will develop an AP to meet that student's specific learning needs. The DRC will thereafter email the student's AP to all faculty who teach courses in which the student is enrolled each semester. The AP must be implemented in all such courses.

If students do not wish to avail themselves of some or all of the elements of their AP in a particular course, it is the responsibility of those students to notify their professor in that course. PLNU highly recommends that DRC students speak with their professors during the first two weeks of each semester about the applicability of their AP in that particular course and/or if they do not desire to take advantage of some or all of the elements of their AP in that course.

PLNU ATTENDANCE AND PARTICIPATION POLICY

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 [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.

Note: Hybrid courses

At Point Loma Nazarene University, attendance is required at all scheduled classes. Adult Degree Completion courses are taught in the hybrid format, which means some class meetings will be face-to-face and some will be online. Attendance in the face-to-face classes is to be for the entire time of the class. Arriving late or leaving early will be considered a partial absence. A day of attendance in an online class is determined as contributing a substantive note, assignment, discussion, or submission that adds value to the course as determined by the instructor. Three days of attendance are required each week.

Face-to-face Portion of the Hybrid course

In blended or hybrid courses, if a student misses one face-to-face class then the faculty member will send an email to the student and the Director of Student Success warning of attendance jeopardy. There are no exceptions to this policy.

If a student misses two face-to-face classes, the faculty member or Vice Provost for Academic Administration (VPAA) will initiate the student's de-enrollment from the course without further advanced notice to the student. If the date of de-enrollment is past the last date to withdraw from a class, the student will be assigned a grade of "F" and there will be no refund of tuition for that course.

Online Portion of the Hybrid Course

If a student misses two online classes (fails to contribute to a discussion board) during the course, then the faculty member will send an email to the student and the Director of Student Success warning of attendance jeopardy. There are no exceptions to this policy.

If a student misses three online classes (fails to contribute to a discussion board by the due date) during the course, then the faculty member or Vice Provost for Academic Administration (VPAA) will initiate the student's de-enrollment from the course without further advanced notice to the student. If the date of de-enrollment is past the last date to withdraw from a class, the student will be assigned a grade of "F" and there will be no refund of tuition for that course.

1 missed F2F class = warning

2 missed F2F classes = de-enrollment

2 missed online classes = warning

3 missed online classes = de-enrollment

USE OF TECHNOLOGY

In order to be successful in the online environment, 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 compatible with their computer available to use. If a student is in need of technological resources please contact student-tech-request@pointloma.edu.

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