



Department of Communication Studies

Course: COM 3045 - Leadership Communication. section: 1

weekly meeting time: T/R 1:30p-2:45p classroom: C-202
scheduled final exam: 5/4/23, 1:30p - 4p

* Required Text: Hackman, M. and Johnson, C. (2018) *Leadership: a communication perspective*. Illinois: Waveland. 7th edition. ISBN-13: 978-0-205-02941-9 ISBN-10: 0-205-02941-8 (+2 others)

professor: dr. sheri strothers

office/hours: cabrillo 205. T/R: 12:15p-1:30p and Thursday 2:45p-5:30p
or by appointment -or- reach out anytime: ssstrothe@pointloma.edu

The mission & spiritual care ethic of PLNU are stated below and inextricably woven throughout this course. Together, we will grow in faith, communication, and leadership.

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.

Spiritual Care

PLNU strives to be a place where students grow as whole persons. To this end, we provide resources for our students to encounter God and grow in their Christian faith.

If you have questions, a desire to meet with the chaplain, or if you have prayer requests, you can contact the Office of Student Life and Formation.

Course Description

This course is an in-depth analysis of the primary issues in management communication including leadership, conflict, decision-making, and ethics. Students explore the communication abilities, dilemmas, and challenges confronting organizational leaders.

Core Belief: *Leadership is Action*, taken up by a person over a specific period of time, within a group of people, to enact change. *Leader* is a person exercising leadership.

Course Learning Outcomes. Students who successfully complete this course will:

- (1) Continue the study of organizational communication by focusing specifically on issues of leadership, communication ethics, decision-making, and conflict management.
- (2) Develop a personal philosophy of leadership and learn to analyze organizational issues in terms of that philosophy.
- (3) Display written and oral communication skills, interpersonal skills, and conceptual and analytical thinking.

* Required Texts

Hackman, M. and Johnson, C. (2018) *Leadership: a communication perspective*. Illinois: Waveland. 7th edition. *This is our textbook, available in the PLNU bookstore.*

Os Guinness, *The Call: Finding and Fulfilling the Central Purpose of Your Life* (Nashville: Word, 1998). *This is an excellent book about leadership that you will utilize from the first week of class.*

One other leadership book, personally chosen for an in-depth oral & written report.

Assessment And Grading. a 10% grade scale will be employed for this course, whereas:

	A	94-100	A-	89.5 - 93	
B+	89.4 - 86.5	B	86.4 - 82.5	B-	82.4 - 79.5
C+	79.4 - 76.5	C	76.4 - 72.5	C-	72.4 - 69.5
D	69.4 - 59.5		F	59.4 and below	

Late Assignments.

All assignments are to be submitted at the day and time indicated on canvas and/or our calendar. Late written assignments will be assigned 50% value and not graded or eligible for revision. There are no late presentation or quizzes. If you are struggling with extenuating circumstances, please contact me.

PLNU Attendance and Participation Policy.

Regular and punctual attendance at all class sessions is considered essential to optimum academic achievement. If the student is absent for more than 10 percent of class sessions, 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.

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 Academic Policies for definitions of kinds of academic dishonesty and for further policy information.

Be still and know that I am God. Psalm 46:10

When taking up leadership, what we most often need is a thoughtful pause. Let Him fill your pause with peace....

Course Specific Policies and Procedures *(some intentional repetition herein):*

Concerns or Disagreements:

Any concerns regarding the policies or procedures of this course, as stated in this syllabus, or, as they occur in class should be discussed directly with me either after class or during an office visit. There is one provision to this: we cannot discuss a grade until 24 hours have passed since you received the grade AND you have reviewed the requirements of the assignment. There will be no “make-up” work after final, course grades have been issued.

Attendance:

This class involves both speaking and listening experiences that are critical to your learning. As a common and professional courtesy, please advise me when you will miss a class meeting. A quick e-mail is sufficient notice of an absence (ssstrothe@pointloma.edu).

Plagiarism:

Plagiarism is the act of presenting work, either written or spoken that is not your own. This will not be tolerated. If caught plagiarizing you will fail the assignment, likely fail the course, and possibly be expelled. The offense will be noted in your permanent record.

Writing Assignment Policies:

Written work that is turned in after the time it is due is considered late, will not be graded, and is only eligible for 50% of the available points. Some assignments are due in class & some on canvas.

Speaking Assignment Policies:

There are a few speaking assignments in this class: formal, informal, small group and impromptu. If you have a conflict with a scheduled presentation, you may make it up in advance, not after the fact if prior arrangements are made. Plan to be present at our scheduled final exam (5/4/23).

Makeups:

There will be no make-up exams or speeches or presentations. Ask in advance if you have a timing conflict. Emergencies will be handled on an individual basis.

Speech Class Protocol:

Make sure all devices are silent and tucked away, unless specifically in use for class. Weapons, drugs and alcohol are never allowed in the classroom. In all ways, please respect each other and our classroom environment: “love one another...” (John 13:34)

Basic Class Expectations:

All persons will be treated fairly and with respect. We may discuss “hot topics” and must do so with compassionate, social decorum. Honest ignorance is okay, but rudeness, aggression and/or violence will not be tolerated. If these expectations are not met, the violator will be appropriately chastised and disciplined.

*“Love the Lord your God with all your heart and with all your soul and with all your mind and with all your strength.”³¹ The second is this: ‘Love your neighbor as yourself.’
There is no commandment greater than these.” Mark 12:30*

Assignments

Written:

The Call Journal (3 x 15 points / 45 total) - Our auxiliary text, *The Call* by Os Guinness, connects you to your purpose as you journey with God and learn your greater role. This is a personal journey and journal. I will be reading it at a cursory level and mostly asking questions. Your grade will be based on unique thought, completeness, and reflection. The journal is to be legibly handwritten, in a black composition book (think 7th grade) and submitted 3 times during the semester.

In the end, your complete journal will consist of 34 total, 1 paragraph entries, broken down as such:

* One (paragraph) entry to begin the journal that includes your working definition of leadership, where you “are” with God and what you expect from this particular reading.

* 32 separate chapter entries, 1 paragraph each, that reflects your thinking on the chapter content, how it applies to your life, thoughts on leadership and any lingering questions.

* A final (1 paragraph) entry summarizing your thoughts/feelings, crystallizing your definition of leadership, and an explanation of how you might apply this in the future.

Book Report (20 points) - After reading a book on leadership, you will submit a 1-2 page double spaced report that includes the 3 items below. Correct grammar, spelling and citation(s) are expected.
1- a summary of the text.

2- your opinion on the material. *(for clarity, please enumerate your submission. thank you)*

3- how you will specifically apply the content.

Failure Case Study & Recommendations (25 points) - After reading a detailed case study (not from our textbook), please submit a 2-3 page double spaced paper that includes all of the below. Correct grammar, spelling and citation(s) are expected.

1- a summary of the case *(for clarity, please enumerate your submission. thank you)*

2- your opinion why the organization (or an aspect of an organization) failed, and

3- your recommendations, *either* how they could have prevented the fail, or how they should proceed.
optional addition: Discuss a Godly principle on which they failed and what the Bible would recommend

Presentations:

Leadership Quote (10 points) - Early in the semester you will share a leadership quote with the class and explain what it means to you, how it relates to leadership and why you chose to share it. Your presentation will be 1-3 minutes from the podium and basic public speaking protocol is expected.

Leadership Definition (15 points) - Early in the semester you will share your working definition of leadership, including at least two citations or examples you used in development. Please clearly state the definition, its heuristic value, and actionable examples.

Your presentation will be 2-3 minutes from the podium. Basic public speaking protocol is expected.

Presentations (continued)...

Text Case Study (10 points) - Once in the semester you will be responsible to share a case study from the assigned chapter for class. In your 5-10 minute discussion, please include:

- 1- a brief summary of the case
- 2- how the case helps to explain the chapter (or elements thereof)
- 3- any known updates since publication
- 4- three specific questions, to which you will field the answers

Book Report Discussion (25 points. 5-6 minutes) - After reading a personally chosen leadership book you will write a brief report (separate assignment) and then lead a discussion in class that includes a basic summary of the book, how it impacted you, how you can utilize the material in the future and end with a 2-3 minute discussion whereby you pose questions and create a class-wide discussion.

Final Group Presentation (25 points. 12-25 minutes) - Because leadership is inherently a communicative, group activity *and* action oriented, toward the end of the semester you will form small group and complete a project together. All applicable elements of our course should be employed in both the development and implementation of the project. During finals' week you will present in groups and discuss the below items. All members must participate. The goal is analysis, growth & fun!

- 1 - your project (how it developed, what you did exactly, what positive changes are the result?)
- 2- your process (who did what? why? how? what changes occurred in your group over time? why?)
- 3- what specific leadership theories were employed over time, specifically and intentionally?
- 4- what was unexpected?
- 5- what did you learn and will definitely do and not do next time?

Quizzes & Extra Credit:

Quizzes (13 x 5 points each = 65 points) - Every chapter will have a 5 question, multiple choice quiz on canvas, due at 12p the day we plan to discuss the chapter in class. Coordinate our class schedule so as not to miss a quiz! Please see the EAC and advise if you need accommodations.

Extra Credit - 15 points total - There are various forms of extra credit that will be offered during our semester, usually revolving around community engagement. Ask in class!

In-class:

Participation: (25 points) Communication is an active and participative activity; therefore, a portion of your final grade will be based on your participation in class. Basis for participation points will include, but is not limited to: asking thoughtful questions, taking part in discussions, offering prayer or explanations of a Biblical passage, basic enthusiasm and demonstrating Christlike character.

We are what we repeatedly do. Excellence, then, is not an act, but a habit (Aristotle)

At the end of the course you, individually, will turn in a report including:

- | <u>Summary of Assignments/ Points</u> | | <u>available</u> | <u>/</u> | <u>earned</u> |
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written

presentations:

in class:

quizzes/other

*Never doubt that a small group of concerned citizens can change the world;
indeed, it is the only thing that ever has. ~Margaret Mead*

Please Review the Following PLNU Required Statements For All Students:

State Authorization

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

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 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 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.

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. 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 counseling@pointloma.edu or find a list of campus pastors at pointloma.edu/title-ix

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 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 112.5 total hours in order to meet the course learning outcomes.