

**Fall 2022 Quad 2**

<b>Meeting days:</b> Online	<b>Instructor title and name:</b> Pete Thurman DBA
<b>Meeting times:</b> N/A	<b>Phone:</b> (858) 705-5711
<b>Meeting location:</b> N/A	<b>E-mail:</b> pthurman@pointloma.edu
<b>Final Exam:</b> N/A	<b>Office location and hours:</b> Zoom by Appointment

**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.

**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**

This course is a study of leadership and group dynamics to cultivate and promote teamwork in traditional and virtual settings. Topics include understanding and managing the internal dynamics of teams, examining dysfunctional dynamics and processes, and facilitating the creation of teams. Emphasis is placed on developing leadership knowledge and skills to build thriving teams in contemporary organizations.

**COURSE LEARNING OUTCOMES**

Upon completion of this course, students will be able to:

Prerequisite(s): [BLD 4012](#)

1. Explain team principles, practices, and theory
2. Create a functional team, including establishing team processes for productive interactions
3. Apply team congruence incorporating team diversity

4. Assess team response to change
5. Demonstrate an understanding of team dysfunctionalities and disruptive conflict resolution
6. Collaborate as a team to present key teamwork concepts

### 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 8 weeks.

The estimated time expectations for this course are shown below:

Course Assignments	Pre-Course Hours	Course Hours	Post-Course Hours
Discussions	--	25	--
Reading, Lecture Videos & Lecture Video Discussions	--	45	--
Papers, Simulation, Weekly Quizzes & Exams	--	50	--
<b>Total Course Hours</b>	<b>120</b>		

### REQUIRED TEXTS AND RECOMMENDED STUDY RESOURCES

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1. Hesselbein, Frances (2013). *Effective Teams: Essentials from Leader to Leader*.

ISBN: 978-1-118-58703-4

2. Katzenback, Jon R, Smith, Douglas K. (1993). *The Wisdom of Teams*. Harvard Business School Press.  
ISBN: 978-0875843674

3. Shapiro, Mary, *HBR Guide to Leading Teams* (2015). Harvard Business School Publishing Corporation.  
ISBN: 978-1633690417

### ASSESSMENT AND GRADING

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#### Activities and Point Distribution

Activity	Points
Quizzes/Midterm	275
Video Lecture Discussions	160
Individual Assignments (reflections, reading summaries, thought questions)	280

Team case studies	105
Final Team Project	180
<b>Total Points</b>	<b>1000</b>

### **Points will be converted to grades as follows**

Points	Grade	Points	Grade
930-1000	A	730-769	C
900-929	A-	700-729	C-
870-899	B+	670-699	D+
830-869	B	630-669	D
800-829	B-	600-629	D-
770-799	C+	0-599	F

### **INCOMPLETES AND LATE ASSIGNMENTS**

All assignments are to be submitted/turned in when they are due. In general, a grade of 0 will be assigned to any work submitted late (as indicated in Canvas) without prior arrangement. Incompletes will only be assigned in extremely unusual circumstances.

### **SPIRITUAL CARE**

Please be aware PLNU strives to be a place where you grow as whole persons. To this end, we provide resources for our 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](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**

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**

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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**

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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.

### **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.

## COURSE SCHEDULE AND ASSIGNMENTS

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The 'official' and up-to-date schedule of all activities will be on the Canvas website. Make sure to check this regularly.

Week	Readings	Topics
1	Read Syllabus and Review Canvas Site	Explain team principles, practices, and theory
2	1. Wisdom of Teams ch. 1,2, 3 2 Effective Teams p.6-11	Create a functional team, including establishing team processes for productive interactions
3	1. Leading Teams chapters 1-4 2.Effective Teams p.12-21	Create a functional team, including establishing team processes for productive interactions
4	1. Effective Teams p31-42. 2.Wisdom of Teams ch.4-6	Apply team congruence incorporating team diversity
5	1. Effective Teams p.58-84 2 Leading Teams ch. 5-9	
6	1.Effective Teams p.103-139 2.Wisdom of Teams ch.7-9	Assess team response to change
7	1.Wisdom of Teams ch.10-12 2.Effective Teams p.46-57 3. Leading Teams ch. 11	Demonstrate an understanding of team dysfunctionalities and disruptive conflict resolution
8	Review Textbook Readings	Collaborate as a team to present key teamwork concepts