Fall 2024 Quad 1

Meeting days: Online	**Instructor title and name:** Dr. Bob DeSagun
Meeting times: Online	**Phone:** (858)361-0612
Meeting location: Online	**E-mail:** rdesagun@pointloma.edu
Final Exam: Oct 27, 2024 before 11:59pm	**Office location and hours:** By appointment
Additional info:	**Additional info:**

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 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

1. Explain leadership concepts, practices and theories (PLO 1 & PLO A1).
2. Analyze traits and behaviors of effective leaders (PLO A1 & PLO 1).
3. Determine how to effectively address ethical dilemmas from a leadership perspective (PLO 3 + PLO 4).
4. Demonstrate effective communication through written means (PLO 2 + PLO3).
5. Collaborate in a team to complete projects on leadership (PLO 4 + PLO 5).

PROGRAM LEARNING OUTCOMES

1. Exhibit general knowledge of theories and practices in the core areas of business.

2. Critically analyze and apply business knowledge to solve complex business situations.
3. Demonstrate effective business communication through both written and verbal means.
4. Formulate decisions informed by ethical values.
5. Collaborate effectively in teams.

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 8 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 meeting the course learning outcomes. The time estimations are provided below and in the Canvas modules.

REQUIRED TEXTS AND RECOMMENDED STUDY RESOURCES

1. Daft, R. L., (2022). The Leadership Experience, 8th. Cengage Learning Stamford, CT.
2. Marquet, L. David., (2012). Turn The Ship Around, Penguin Random House. New York, NY.
3. Yancy, Philip., (2001). Soul Survivor, Doubleday, Colorado Springs, Co.
4. Two online assessments:
   - MBTI Assessment - register & purchase hereLinks to an external site. and complete by the end of week 1, before advancing to week 2.
   - DiSC Assessment - complete the free online assessmentLinks to an external site. & keep note of your results.

Note: Students are responsible for having the required textbooks prior to the first day of class. Students are also encouraged to begin reading the books in preparation for the class as soon as possible.

ASSESSMENT AND GRADING ⍟

Grading will be based on the following:

Course Assignments

Assignment	Description	Points
Weekly Group Discussion (20 points x 6)	**Reflections are done by Team, however every team member must equally contribute. I will monitor the submission for inclusion from every team member.** **Leadership is not done in a vacuum. Reflections must include each member's thoughts and an updating on their current status. Grading is done as a team and the contribution of a single member can impact the grade of the team. Leadership will ensure all the members of the team contribute to the final result.**	170

Assignment on Self Assessments (50 points x 1)	This assignment is part of the Weekly Group Discussions above. After registering for and completing the two personality assessment tests (MBTI and DiSC), review and answer the questions posted on Canvas.	50
Weekly Quiz (x7)	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 7 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.	280
Weekly Reading Guide (x7)	Each week you will be responsible to submit a "reading guide." The reading guide is meant to allow you time to reflect on the material and relate it to your leadership. As the course continues it will be linking the current topics to previously discussed topics and designed to connect ideas and concepts for your learning and understanding. These will be attached as a word document and you will need to submit your completed report to the designated assignment page within the module. Please keep a copy of your reading guides as they will serve as a tremendous study guide for future tests and quizzes. There will be no late assignments accepted.	170
Leadership Profile Report	Each student will be required to submit a review of one of the assigned readings from Soul Survivor. This paper should address a critical review of the leader being profiled, apply concepts and theories from the Daft text to their leadership story, and apply the profiled leader's story to the student's intended leadership style. To receive full credit you must accomplish all of the above in your paper. There is no page limit or defined requirement. However, I would expect it to be 3-4 pages.	50

	Format, grammar, and spelling matter. It should be a narrative, a story, and compelling.	
Turn The Ship Around Synthesis Report	You will be required to turn in a Final Written Project, which is a book review of Turn the Ship Around. 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. This Project should be done in 3-4 pages excluding title, table of contents, & reference pages.	50
Midterm Exam	Test questions taken from text material. 25 multiple choice questions.	100
Final Exam	Given at the end of the term to assess the value added of the course material. 25 multiple choice questions.	100
Peer Evaluation	Teams perform extremely well when all members contribute their unique gifts & talents to assignments while maintaining a strong work ethic & mutual respect. You will evaluate the contributions across assignments of each team member.	50
Course Evaluation (x2) & Academic Honesty		30
	TOTAL	1000

Student grades for assignments will be posted in the Canvas gradebook no later than midnight on Tuesday of each week beginning in Week Two of this course. It is important to read the comments posted in the gradebook as these comments are intended to help students improve their work. Final grades will be posted by the due date as posted in the Academic Calendar.

Grading Scale
The following grading scale will be used for all exams and final course grades:
- 93-100% = A
- 90 - 92% = A-
- 87 – 89% = B+
- 84 – 86% = B
- 81 – 83% = B-
- 78 – 80% = C+
- *75 – 77% = C
- 73 – 74% = C-
- 71 – 72% = D+
- 68 – 70% = D

- Below 68% = F

INCOMPLETES AND LATE ASSIGNMENTS

Note: You may use, revise, or delete this section as needed for your course.

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.

ARTIFICIAL INTELLIGENCE (AI) POLICY

You are allowed to use Artificial Intelligence (AI) tools (e.g., ChatGPT, Gemini Pro 1.5, GrammarlyGo, Perplexity, etc) to generate ideas, but you are not allowed to use AI tools to generate content (text, video, audio, images) that will end up in any work submitted to be graded for this course. If you have any doubts about using AI, please gain permission from the instructor.

CONTENT WARNING

I acknowledge that each of you comes to PLNU with your own unique life experiences. This contributes to the way you perceive various types of information. In [class name], all of the class content, including that which may be intellectually or emotionally challenging, has been intentionally curated to achieve the learning goals for this course. The decision to include such material is not taken lightly. These topics include [list topics]. If you encounter a topic that is intellectually challenging for you, it can manifest in feelings of discomfort and upset. In response, I encourage you to come talk to me or your friends or family about it. Class topics are discussed for the sole purpose of expanding your intellectual engagement in the area of [subject/major], and I will support you throughout your learning in this course.

TRIGGER WARNING

I acknowledge that each of you comes to PLNU with your own unique life experiences. This contributes to the way you perceive several types of information. In [class name], we will cover a variety of topics, some of which you may find triggering. These topics include [list topics]. Each time this topic appears in a reading or unit, it is marked on the syllabus. The experience of being triggered versus intellectually challenged are different. The main difference is that an individual must have experienced trauma to experience being triggered, whereas an intellectual challenge has nothing to do with trauma. If you are a trauma survivor and encounter a topic in this class that is triggering for you, you may feel overwhelmed or panicked and find it difficult to concentrate. In response, I encourage you to take the necessary steps for your emotional safety. This may include leaving class while the topic is discussed or talking to a therapist at the Counseling Center. Should you choose to sit out on discussion of a certain topic, know that you are still responsible for the material; but we can discuss if there are other methods for accessing that material, and for assessing your learning on that material. Class topics are discussed for the sole purpose of expanding your intellectual engagement in the area of [subject/major], and I will support you throughout your learning in this course.

LANGUAGE AND BELONGING

Point Loma Nazarene University faculty are committed to helping create a safe and hospitable learning environment for all students. As Christian scholars we are keenly aware of the power of language and

believe in treating others with dignity. As such, it is important that our language be equitable, inclusive, and prejudice free. Inclusive/Bias-free language is the standard outlined by all major academic style guides, including MLA, APA, and Chicago, and it is the expected norm in university-level work. Good writing and speaking do not use unsubstantiated or irrelevant generalizations about personal qualities such as age, disability, economic class, ethnicity, marital status, parentage, political or religious beliefs, race, gender, sex, or sexual orientation. Inclusive language also avoids using stereotypes or terminology that demeans persons or groups based on age, disability, class, ethnicity, gender, race, language, or national origin. Respectful use of language is particularly important when referring to those outside of the religious and lifestyle commitments of those in the PLNU community. By working toward precision and clarity of language, we mark ourselves as serious and respectful scholars, and we model the Christ-like quality of hospitality.

If you (or someone you know) have experienced other forms of discrimination or bias, you can find more information on reporting and resources at www.pointloma.edu/bias.

SEXUAL MISCONDUCT AND DISCRIMINATION

In support of a safe learning environment, 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 accommodations and resources 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, faculty and staff are 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 or find a list of campus pastors at pointloma.edu/title-ix or as shown in the PLNU Spiritual Care section of this syllabus.

If you (or someone you know) have experienced other forms of discrimination or bias, you can find more information on reporting and resources at www.pointloma.edu/bias

SPIRITUAL CARE

PLNU strives to be a place where you grow as a whole person. To this end, we provide resources for our Graduate and Adult Undergraduate students to encounter God and grow in their Christian faith. At the Mission Valley (MV) campus we have an onsite chaplain who is available during class break times across the week. If you have questions or a desire to meet or share any prayer requests with the onsite chaplain, you may email Dr. Sylvia Cortez Masyuk at scortezm@pointloma.edu.

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.

GPS ACADEMIC RESOURCES

PLNU offers the following free academic resources virtually for Graduate Professional Studies (GPS) Students. Visit myPLNU through the links below for more information.

- **The GPS Writing Center offers:**
  - **Zoom Writers Workshops** offered each quad on a variety of helpful topics
  - **One-to-one appointments** with the Writing Coach

- **Microlearning YouTube Video Library** for helpful tips anytime
- **Research Help Guide** to help you start your research
- The physical office is located on the third floor of the **Mission Valley Regional Center** off the student lounge
- **Academic Writing Resources Course:** Found on your Canvas Dashboard, this course is non-credit with 24/7 access, no time limits, and self-paced content. **Watch a quick video run-through** and take time now to explore!
- Grammarly: Students have unlimited FREE access to Grammarly for Education, a trusted tool designed to help enhance writing skills by providing real-time feedback, identifying areas for improvement, and providing suggestions. Grammarly's Generative AI is NOT available with our student accounts.
- **Tutoring**: Students have access to 24/7 live or scheduled subject tutoring through Tutor.com, including a Paper Drop-Off Service with feedback within 12 hours.

We are here to support you! Contact us anytime: **GPSWritingCenter@pointloma.edu**

NOTE: The following policies are to be used without changes:

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 Recording Notification

In order to enhance the learning experience, please be advised that this course may be recorded by the professor for educational purposes, and access to these recordings will be limited to enrolled students and authorized personnel.

Note that all recordings are subject to copyright protection. Any unauthorized distribution or publication of these recordings without written approval from the University (refer to the Dean) is strictly prohibited.

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. For all student appeals, faculty and students should follow the procedures outlined in the University Catalog. See [Adult Undergraduate Academic and General Policies](#) for definitions of kinds of academic dishonesty and for further policy information.

During the first week of class, you will be asked to submit an Academic Honesty Verification Statement. Submitting the statement is a requirement of this course. By submitting the Academic Honesty Verification Statement, you will be verifying all assignments completed in this course were completed by you. Carefully review the Academic Honesty Statement below.

Statement: "In submitting this form, I am verifying all the assignments in this course will be completed by me and will be my own work."

PLNU ACADEMIC ACCOMMODATIONS POLICY

PLNU is committed to providing equal opportunity for participation in all its programs, services, and activities in accordance with the Americans with Disabilities Act (ADA). 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 work with the student to create an Accommodation Plan (AP) that outlines allowed accommodations. The EAC makes accommodations available to professors at the student's request.

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. Accommodations are not retroactive so clarifying with the professor at the outset is one of the best ways to promote positive academic outcomes.

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 ensure appropriate accommodations can be provided. It is the student's responsibility to make the first contact with the EAC. Students cannot assume that because they had accommodations in the past, their eligibility at PLNU is automatic. All determinations at PLNU must go through the EAC process. This is to protect the privacy of students with disabilities who may not want to disclose this information and are not asking for any special accommodations.

COURSE MODALITY DEFINITIONS

1. Online Courses: These are courses with class meetings where all instruction and interaction is fully online.
    a. Synchronous Courses: At least one class meeting takes place at a designated time.
    b. Asynchronous Courses: All class meetings are asynchronous.
2. Hybrid Courses: These are courses with class meetings that take place both in the classroom and online synchronously and/or asynchronously.
3. In-Person Courses: These are courses that meet in person with the instructor and students in a physical classroom setting. With approval by the area dean, this may include up to 25% of qualified class interactions through a Learning Management System (such as Canvas).

PLNU ATTENDANCE AND PARTICIPATION POLICY

Face-to-Face BBA/BAOL Courses:

Regular and punctual attendance at all class sessions is considered essential to optimum academic achievement. Therefore, regular attendance and participation in each course are minimal requirements.

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 withdrawal date or, after that date, receive an "F" grade.

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. Acceptance of late work is at the discretion of the instructor and does not waive attendance requirements.

Refer to Academic Policies for additional detail.

Synchronous Attendance/Participation Definition

For synchronous courses that have specific scheduled meeting times (including in-person, hybrid, and synchronous online courses), absences are counted from the first official meeting of the class regardless of the date of the student's enrollment. For courses with specific attendance requirements, those requirements are outlined in the course syllabus.

Online Asynchronous Attendance/Participation Definition

Students taking online courses with no specific scheduled meeting times are expected to actively engage throughout each week of the course. Attendance is defined as participating in an academic activity within the online classroom which includes, but is not limited to:

- Engaging in an online discussion
- Submitting an assignment
- Taking an exam
- Participating in online labs
- Initiating contact with faculty member within the learning management system to discuss course content

Note: Logging into the course does not qualify as participation and will not be counted as meeting the attendance requirement.

USE OF TECHNOLOGY⊛(required for online and hybrid delivery ONLY)

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. Please note that any course with online proctored exams requires 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⊛

Successful completion of this class requires taking the final examination on its scheduled day.

COURSE SCHEDULE AND ASSIGNMENTS ⊛

<u>Note:</u> For each assignment, provide the following things:
- Description: Clear explanation of the assignment
- Requirements: Clearly identify all evaluation requirements for each assignment, including rubrics, if any, for assignments.
- Style standard: APA, Chicago, etc, if applicable.

DATE PRESENTED	CLASS CONTENT OR ASSIGNMENT	ASSIGNMENT DUE DATE
Sep 2, 2024	Academic Honesty Verification Statement	11:59pm
Sep 3, 2024	WK1 Quiz WK1 Group Assignment WK1 Reading Guide	Sep 8, 2024 11:59pm
Sep 7, 2024	WK2 Quiz	Sep 13, 2024 11:49pm
Sep 7, 2024	WK2 Group Assignment WK2 Reading Guide	Sep 15, 2024 11:59pm
	WK3 Quiz	Sep 20, 2024 11:59pm
Sep 16, 2024	WK3 Group Assignment WK3 Reading Guide	Sep 22, 2024 11:59pm
Sep 23, 2024	WK4 Quiz	Sep 27, 2024
Sep 23, 2024	WK4 Group Assignment WK4 Reading Guide Leadership Profile Paper	Sep 29, 20247 11:59pm
Sep 30, 2024	WK5 Quiz	Oct 4, 2024 11:59pm
Sep 30, 2024	WK5 Group Assignment WK5 Reading Guide Midterm	Oct 6, 2024 11:59pm
Oct 7, 2024	WK6 Quiz	Oct 9, 2024 11:59pm
Oct 10, 2024	WK6 Group Assignment WK6 Reading Guide	Oct 13, 2024 11:59pm
Oct 14, 2024	WK7 Quiz	Oct 16, 2024 11:59pm

Oct 14, 2024	WK7 Group Assignment WK7 Reading Guide	Oct 20, 2024 11:59pm
Oct 21, 2024	WK8 Quiz	Oct 23, 2024 11:59pm
Oct 21, 2024	WK8 Group Assignment WK8 Reading Guide Peer Evaluation Turn The Ship Around Paper Final Exam End-of-Course Evaluation	Oct 27, 2024 11:59pm