

LEAD 395: Contemporary Leadership Issues

Instructor

Mrs. Fallon Willoughby

Email

Fallon.willoughby@wku.edu

Phone

N/A

Office Hours & Communication

I have no office or phone as an adjunct. In general, ***email is the best way to contact me***. I will check it frequently during this course. You should normally get an email answer within 24 hours. If I will be out of town or have no email access for some reason, I'll alert you to this before it happens unless it's an emergency. ***I am happy to help you, so don't be afraid to ask.***

Blackboard Help/WKU IT Help Desk

270-745-7000

Make Sure You Know How to Use Blackboard

Bb Student User Training

If you have not used Blackboard a lot, or if this is your first online class, I *highly* recommend signing up for and completing the Blackboard Student User Training. These are topical modules that even those who have used Blackboard a lot have told me are helpful.

To sign up, go to Blackboard and sign in, and click the IT TRAINING tab (top, toward the right, black with white writing). Look for IT Blackboard Student User Training... you will gain instant access upon signing up. Again, no credit for this for the class, and not required, but it could be very helpful for you and important for your success! OR...

WKU Distance Learning Student Resource Center

You may also want to visit the [WKU Student Resource Center](http://www.wku.edu/online/src/): <http://www.wku.edu/online/src/>

Course Information

Prerequisite

LEAD 200 or instructor

Course Texts (required)

Gallos, J. V. (Ed.) (2008). *Business leadership*. 2 ed. Jossey-Bass. 978-0-7879-8819-7 (noted as "BL" in homework assignments);

Bradberry, T., & Greaves, J. (2012). *Leadership 2.0*. TalentSmart. ISBN 978-0-9743-2069-4;
MAKE SURE YOU BUY A NEW COPY, AS A USED COPY WILL NOT ALLOW YOU TO DO THE REQUIRED ASSESSMENT THAT ACCOMPANIES THE BOOK

Other Items Needed

- A computer—*not a tablet, not a phone*-- with a reliable Internet connection.
- Microsoft Word or word processing software saves files in .docx file format (All students have access to Office 365 through the [Microsoft Student Advantage program](https://www.wku.edu/it/sms/microsoft_sa.php) (https://www.wku.edu/it/sms/microsoft_sa.php)
- I recommend Firefox or Chrome as the Internet browser you use.

Course Description and Objectives

Analysis of contemporary issues from a leadership perspective.

Students will have the knowledge and skills to:

- Gain and demonstrate broad, critical knowledge of contemporary leadership issues and trends of the 21st century;
- Critique, synthesize, and present the salient points from a set of readings on current leadership issues;
- Demonstrate the ability to make links between theory and practice around a contemporary leadership issue and how those linkages impact organizations;
- Integrate lessons learned from contemporary issues into their personal leadership philosophy.

Course Policies

Use of Technology

This is an online course where all required work will be completed online through the use of Blackboard and the Internet. If you do not know how to use Blackboard, tutorials are available online (see page 1).

Attendance Policy

Online attendance is monitored. **It is the student's responsibility to withdraw from the class if he/she does not wish to continue enrollment once any work in the course has been attempted.**

Inclement Weather Policy

Should WKU close campus for weather-related reasons, unless it is specifically stated that online classes should cease progress, this course will proceed as scheduled. If a weather event causes significant and extended power or internet outages that could delay our progress together, a new schedule may be announced and posted.

Student Email and Blackboard Announcements

All students should check their WKU email accounts at least weekly and the Blackboard Announcements page each time they log in. New announcements will appear at the top of the page, so read until you get to information you already know. Not checking email/reading the Announcements is not an excuse for not knowing of information given via those mediums. (Note now that I will email all things posted as announcements!)

Course Grade

Your course grade will be based on the work outlined in this syllabus and schedule, as well as any additional work given (though none is anticipated). Grades are always available on Blackboard (My Grades), so I don't answer emails that ask, "What's my grade?"

My grading scale: 100-90=A 89-80=B 79-70=C 69-60=D Below 60: F

Course Activities and Your Grade

Satisfactory completion of the objectives will be measured as follows:

• APA Quiz	up to 10 extra credit points
• Syllabus Quiz	up to 5 extra credit points
• Introduction	10 points
• Lesson Discussion Boards (10 x 15 points)	150 points
• Leadership 2.0 Reflection Paper:	100 points
• Quizzes (14 x 10 points)	140 points
• Case Study Discussions (2 x 30 points)	60 points
• Case Study Paper	100 points
• Contemporary Issue Analysis Discussion	40 points
• Contemporary Issue Analysis Paper	250 points
• Final Reflection and Synthesis	<u>150 points</u>
Total: 1000 points	

Details on this coursework are provided later in the syllabus and in Blackboard.

Course Schedule

Access the LEAD 395 Schedule of Assignments at the end of this syllabus DO NOT simply depend on the due dates in My Grades or the items in the folders to let you know what to do each week. The class schedule has clear due date for each assignment on it. If the schedule changes, a new schedule will be announced and distributed via email and Blackboard.

Late Work

It is the student's responsibility to keep up with class assignments. Late Work will be accepted under extreme circumstances, as decided by the professor. All assignments except for the last paper have a 24-hour grace period.

A Word about Due Dates of Assignments

All official due dates are listed on the schedule posted in our course. All assignments are due by midnight Central Time on Sunday of the week that they are listed. I try to keep Blackboard up-to-date on this, but I may miss one here or there. Therefore, due dates are listed on the schedule. These dates override any other date you see on Blackboard.

My Plagiarism Policy

I do not tolerate plagiarism or academic dishonesty of any kind, and students WILL receive a zero on any assignment completed in a manner that is not considered honest and be reported to Judicial Affairs should they do this. Your papers are submitted to plagiarism detection software, as well, as are any suspect discussion board postings. If you feel cheating is your only option, schedule an appointment to get help! I expect you to do your own work in this course—on discussions, quizzes, journals, papers, peer reviews—on all work!

Intellectual Property

It is a common misconception that material on the Internet is free. Even if a copyright notice is not present, work is the property of the creator. The instructor expects students to post only material that is the students by right of creation unless the student gives proper credit and indications. The plagiarism policy applies on the Internet too. Images, sounds and other multimedia are included in copyright law. (For example, professionally done photos as for high school yearbooks belong to the photographer. People only purchase copies.)

Work Submission

All work is to be typed and formatted according to the APA style sheet. Submitting work in the wrong format will result in deductions. I will not accept hand-written or printed-out hard-copies of final drafts of work. Work must be submitted in the space provided for it on Blackboard. Discussion board postings should be typed directly into the textboxes in Blackboard and not have attachments of your work. Papers, Case Studies, and the Leadership Plan must be submitted as attachments in Word (.docx) file format, or else I can't open/grade them. Emailed assignments will not be accepted unless I specifically ask you to submit that way.

Recycled Writing

Students who wish to pass this course will submit ONLY writing that has been written by the student and produced during the current semester and only writing that has been written for LEAD 395. All writing submitted for LEAD 395 must be produced this semester. Students who submit writing completed during previous attempts at LEAD 395 or writing submitted for other courses will receive zero points for the first instance. Students who continue after initial warning to submit writing completed during previous attempts at LEAD 395 or for other courses will receive a failing grade for the course.

Corrupted Files

A word about “corrupted files”: these are obviously not accepted, nor are they given extensions to correct, so once you submit your paper, go back and check the paper you submitted to make sure it is still able to be opened. If it is not, email me a working copy if the one on Blackboard somehow got corrupted immediately (as in within minutes of your original submission). Uploading “corrupted files” (which can be downloaded from the Internet) is a technique cheaters use to get more time on assignments. This is unfair to those of you who are hard-working, honest students, and I don't tolerate it.

If you submit the wrong file....

If you submit a file and realize that it was a draft or just not the right file in any way, simply send me an email with the correct file attached and let me know that the one with the email is the one

to grade. No need to panic! I will email you to confirm that I will be grading the emailed copy instead of the one posted to Blackboard. Emailed copies may be submitted to plagiarism detection software (SafeAssign).

If Blackboard locks or is down when you need to submit....

If Blackboard locks or isn't available when you are trying to submit, email me the file with that explanation, and then when you next are able (as in the next day!), upload your file to Blackboard. You will have 24 hours past the deadline to do this. I won't grade your paper until a file is uploaded to Blackboard. This way I know you have it submitted on time, and you don't have to panic about Blackboard not playing fairly. I will compare the file submitted via email to the one submitted on Blackboard to make sure you haven't used this method as a way to get more time on an assignment, though (that's not fair to everyone who was honest and did their work on time).

Failure of Technology

We will be using Blackboard and the Internet for work in this course. Problems with Blackboard should be directed toward the IT Help Desk. Students should not put off things until the last minute, save often as they write, keep a permanent copy of each assignment in more than one place (a hard drive and a flash drive, for instance—or email it to yourself!), and not do work online during inclement weather!

Withdrawal Policy

It is the student's responsibility to withdraw from the class in a timely manner if he/she wishes to do so after attempting the syllabus quiz. The final withdrawal date can be found in the [WKU Registration Guide](#) for this term.

Resolving Complaints about Grades

The first step in resolving a complaint about grades is for the student to attempt to resolve the problem directly with your instructor. See [the Student Handbook](#) for additional guidance, available at <http://www.wku.edu/handbook>.

ADA Notice: Disability and Accommodations

In compliance with University policy, students with disabilities who require academic and/or auxiliary accommodations for this course must contact the Student Accessibility Resource Center located in Downing Student Union, Room 1074. The SARC can be reached by phone number at 270-745-5004 [270-745-3030 TTY] or via email at sarc.connect@wku.edu. Please do not request accommodations directly from the professor or instructor without a faculty notification letter (FNL) from The Student Accessibility Resource Center.

Title IX, Discrimination, Harassment, and Sexual Misconduct Policy

Western Kentucky University (WKU) is committed to supporting faculty, staff and students by upholding WKU's [Sex and Gender-Based Discrimination, Harassment, and Retaliation](#) (#0.070) and [Discrimination and Harassment Policy](#) (#0.2040). Under these policies, discrimination, harassment and/or sexual misconduct based on sex/gender are prohibited. If you experience an incident of sex/gender-based discrimination, harassment and/or sexual misconduct, you are encouraged to report it to the Title IX Coordinator, Deborah Wilkins, 270-745-5398 or Title IX Investigators, Michael Crowe, 270-745-5429 or Joshua Hayes, 270-745-5121. Please note that

while you may report an incident of sex/gender based discrimination, harassment and/or sexual misconduct to a faculty member, WKU faculty are “Responsible Employees” of the University and MUST report what you share to WKU’s Title IX Coordinator or Title IX Investigator. If you would like to speak with someone who may be able to afford you confidentiality, you may contact WKU’s [Counseling and Testing Center](#) at 270-745-3159.

The Learning Center

DSU A330, in the ACDC - To make an appointment at [The Learning Center \(TLC\)](#) or to request a tutor for a specific class, call 270-745-6254 or stop by. www.wku.edu/tlc

The WKU Writing Center

Cherry Hall 123 and Cravens Library Commons (4th Floor) - I encourage you to utilize the services of [The Writing Center](#) in planning, drafting, and revising your work! They do offer online services! <http://www.wku.edu/english/writingcenter/writingcenter.php>

Respectful Behavior and General Civility

In my classes, I like to have free and open discussions of what we think and feel about the things we read and write. In order that we all feel comfortable expressing opinions freely, I ask that everyone be respectful of each other, even if we don’t agree about everything. We can disagree and still be respectful. If someone chooses to use hateful, bigoted, or inappropriate language, I will report him/her to Judicial Affairs further action, possibly even removal from class, or alternative work may be assigned.

Assignment Descriptions

Introduction

Post your Introduction using the link found in the Lesson 1 folder of the Lessons area of Blackboard. Research shows that students in online classes who take the time to introduce themselves and get to know others in their course during the first week perform better and enjoy their online course experience more than those who do not.

Reading Quizzes

You will take 14 quizzes to partially assess learning outcomes of our course and for a chance to earn a total of 140 points. The quizzes will feature questions about ideas from each of each week’s readings. If you have questions about a quiz question that are not resolved by reviewing the readings and the feedback “page pointers” with each question, please contact me with the question and the page number of the text on which you think you’ve found the correct answer so that I can look into it and give credit back to you if it is due.

Case Studies & the Case Study Paper

You will apply course content to partially assess learning outcomes by reading, analyzing, reflecting, and then responding to questions on two case studies. Each case study is self-contained (the response questions are posted with each case study) and found in the appropriate Lesson folder as they are listed on the schedule. After you have discussed your 2 choice cases and shared your ideas with your classmates about them (worth 30 points each), you will select one to write into a formal Case Study Paper, worth 100 points. The paper should answer the

questions in an essay format and cite any applicable course readings; well-developed/ responses generally result in a paper that is 2-4 pages long, double spaced, in APA format. The two case studies should also be in APA Format.

Discussion Boards

Each discussion board is worth up to 10 points.

To receive the 15 points for each discussion board question, you must answer the question/prompt, including applying and citing an appropriate leadership theory, aspect, practice or idea(s) from the lesson's reading(s) to the answer for a chance to earn 10 points; an appropriate response to at least one classmate's ideas will earn you 5 points for a total of 15 points per discussion question. Online discussion is generally looser and more free-flowing than face-to-face. All students should exercise a basic respect for one another and not engage into derogatory arguments. Although free-flowing and somewhat informal, students ***MUST use correct grammar, spelling, and punctuation as well as APA documentation (when appropriate) during the postings!***

Responses to classmates must be meaningful. Examples of what is acceptable and what is not can be found on Blackboard in the Start Here area.

Leadership 2.0 Reflection Paper

You will take the assessment from the access card in your *Leadership 2.0* text before writing this paper. Instructions and the rubric for the paper are on Blackboard. Worth 100 points.

Contemporary Issues Analysis Discussion & Paper

You will select a topic (there are 4 options) in Lesson 10 in our course and then find sources on and discuss that topic during Lesson 11 (worth 40 points). During Lesson 12, you will write your own individual paper that analyzes the issue as on the prompt. Worth 250 points.

Final Reflection and Synthesis

You will reflect on your work and personal development and how this course and its readings have impacted that toward the end of the course. The prompt and rubric for the Reflection is in the Lesson 15 folder and represents 150 points. Responses are expected to be in essay format, APA and detailed.

My Pledges to You

- ✓ To be available to you either in a real or virtual environment to help you as you need it.
- ✓ To do my best to have work graded and posted back to you within 7-10 days after their due dates
- ✓ To answer reasonable questions in person or by phone at my office during office hours or by e-mail within 24 hours.

Disclaimer

The information in this syllabus and the course schedule are subject to change. While changes are not anticipated, if there are, they will be posted in Blackboard/shared via an Announcement.

Course Schedule LEAD 395

- BL = *Business Leadership*, 2nd Edition L2.0 = *Leadership 2.0*
- Links for some materials for each week's lesson are in the **Lessons** area of Blackboard—each Lesson has its own folder.
- All work is due on Sunday at 11:59pm CT of the week listed unless otherwise noted (see finals week).
- *Note: those who do not complete any work from Lesson 1 by the Sunday, June 5th deadline will be reported as no-shows for this course.*

Week 1: May 31-June 5

Lesson 1 Framing Leadership Today

To Read and Review:

- Read the syllabus
- Watch the "What is SafeAssign" video
- Read Chapters 4 and 5 in BL

What Is Due:

- Syllabus Quiz (extra credit)
- APA Quiz (extra credit)
- Introductions
- Lesson 1 Discussion
- Quiz 1

Lesson 2: What Leaders Should Do

To Read and Review:

- Watch the video "Personal Leadership Assessments"
- Read Chapters 1, 3, and 6 in BL

What Is Due:

- Lesson 2 Discussion
- Quiz 2
- Extra credit: Plagiarism Tutorial

Week 2: June 6-12

Lesson 3: You as a Leader

To Read and Review:

- Watch the video "Are There Certain Traits a Leader Needs?"
- Read Chapter 7 BL and Chapters 1-4, p. 1-129, in L2.0
- Take the Leadership 2.0 assessment

What Is Due:

- Leadership 2.0 Reflection Paper (details on Bb)
- Quiz 3

Lesson 4: Types of Leaders Needed Today**To Read and Review:**

- Watch the video “What is ‘Strengths-Based Leadership’?”
- Read Chapters 8 and 9 in BL

What Is Due:

- Lesson 4 Discussion
- Quiz 4

Week 3: June 13-19**Lesson 5: Emotional & Social Intelligence****To Read and Review:**

- Watch the video “What Is ‘Ethical Leadership,’ and Why Is It Relevant?”
- Read Chapter 2 in BL
- Read Chapter 5, p. 129-176, in L2.0

What Is Due:

- Lesson 5 Discussion
- Quiz 5

Lesson 6: Leading in a Diverse & Political World**To Read and Review:**

- Watch the video “What Does ‘Philosophy of Leadership’ Mean?”
- Read Chapters 10, 19, and 26 in BL
- Case Study 1 Materials

What Is Due:

- Case Study #1 Discussion
- Quiz 6

Week 4: June 20-26**Lesson 7: Leading Change****To Read and Review:**

- Watch the video “What Behaviors Are Central to Leadership?”
- Read Chapters 29 and 34 in BL

What Is Due:

- Lesson 7 Discussion
- Quiz 7

Lesson 8: Technology, Knowledge, & Sustainability

To Read and Review:

- Watch the video “What Is a ‘Climate,’ and What Does It Mean to Leadership?”
- Read Chapters 16, 17, and 18 in BL
- Case Study #2 Materials

What Is Due:

- Case Study #2 Discussion
- Quiz 8

Week 5: June 27-July 3

Lesson 9: Organizations I

To Read and Review:

- Watch the video “What Set of Skills Should Leaders Seek to Develop?”
- Read Chapters 15, 22, 24, and 28 in BL

What Is Due:

- Lesson 9 Discussion
- Quiz 9
- Case Study Paper Due

Lesson 10: Organizations II

To Read and Review:

- Watch the video “Why Do I have to Create a Vision to Become a Leader?”
- Read Chapters 13 and 14 in BL
- Read Chapter 6, p. 177-205, in L2.0
- Review the Contemporary Issues Paper Prompt

What Is Due:

- Lesson 10 Discussion
- Quiz 10

Week 6: July 4-10

Lesson 11: Toxic/Bad Leadership and Civility

To Read and Review:

- Watch the video “Is Conflict Inevitable?”
- Read Chapters 27, 32, and 33 in BL

What Is Due:

- Lesson 11 Discussion: Contemporary Issues Discussion
- Quiz 11

Lesson 12: Results-Focused Action**To Read and Review:**

- Watch the video “Why Is It Important for Leaders to Listen to Outgroup Members?”
- Read Chapters 21, 30, and 31 in BL

What Is Due:

- Lesson 12 Discussion
- Quiz 12
- Contemporary Issues Paper

Week 7: July 11-15**Lesson 13: Developing Self and Others****To Read and Review:**

- Watch the video “Should Leaders Help Their Followers around Obstacles?”
- Read Chapters 35, 37 and 39 in BL
- Read Chapter 8, p. 233-254, in L2.0

What Is Due:

- Lesson 13 Discussion
- Quiz 13

Lesson 14: Work-Life Balance**To Read and Review:**

- Read Chapters 20, 38, and 40 in BL

What Is Due:

- Lesson 14 Discussion
- Quiz 14
- Final Reflection and Synthesis Paper