

**LTEC 4070-021: Leadership, Empowerment & Team Building**

Department of Learning Technologies, Discovery Park
3940 N. Elm St., Office G150, Denton, TX 76207-7102

Note: THIS SYLLABUS IS EIGHT (8) PAGES. PLEASE REVIEW IT IN DETAIL.

Instructor Contact Info

INSTRUCTOR: Laura A. Pasquini, Ph.D.

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**Please identify your name, student ID & the class information (LTEC 4070-021) when contacting the instructor. You should get a response within 24-48 hours.*

Course Overview

LTEC 4070: Leadership, Empowerment & Teambuilding provides opportunities for learners to examine leadership theory and research, with an emphasis on the development of leadership and interpersonal skills through self-assessment, case analysis, experiential exercises, and critical reflection. The nature and scope of leadership and empowerment in this course will be directly related to applied technology and industrial training environments.

Required Reading

Information may be obtained from the UNT Bookstore (<http://unt.bncollege.com/>) or Amazon.com for these REQUIRED course textbooks:

Leadership: A Communication Perspective, 6th Edition 2013

Author(s): Michael Z. Hackman and Craig E. Johnson

ISBN-10: 1478602597

Course Prerequisites

Required: Junior standing or consent of the UNT Department of Learning Technologies.

Netiquette & Discussion Expectations

Students should be cognizant of the limitations of an online environment and exercise caution when interacting with others through the discussion board and/or messages.

The purpose of our interactions is the exchange of knowledge and best practices as well as clarification of concepts. In an online environment, comments can be unintentionally misinterpreted or misrepresented. Students should observe the following guidelines:

- Students should be respectful of peers' opinions.
- Students should avoid using language that may be viewed as offensive.
- Students should avoid writing in all capital letters.
- Students should reread messages/postings as necessary before responding to avoid misunderstanding and should seek clarification as necessary.

Acceptable Student Behavior

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Center for Student Rights and Responsibilities to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at <https://deanofstudents.unt.edu/conduct>.

Attendance and Participation

The instructor reserves the right to request of the Registrar that a student be dropped from the course (W or WF) due to unsatisfactory progress. All students are expected to fully participate in all class activities. Full participation includes web-based activities.

University Policy of Absence for Religious Holidays

In accordance with state law, students absent due to the observance of a religious holiday may take examinations or complete assignments scheduled for the day missed within a reasonable time after the absence if the student has notified the instructor of each class of the date of the absence within the first 15 days of the semester. Notification must be in writing, either personally delivered with receipt of the notification acknowledged and dated by the instructor, or by certified mail, return receipt requested.

Only holidays or holy days observed by a religion whose place of worship is exempt from property taxation under Section 11.20 of the Tax Code may be included. A student who is excused under this provision may not be penalized for the absence, but the instructor may appropriately respond if the student fails to satisfactorily complete the assignment or examination.

Course Assessment

Assignment	Points
Assignment 1: Leader-Follower Implication Paper	40
Assignment 2: Generational Interview Paper	30
Assignment 3: Situational Leadership Case Study Quiz	40
Assignment 4: Motivational Pitch Script (and Video)	25
Assignment 5: Leadership Influence & Power Game	25
Assignment 6: Meeting Analysis	20
Assignment 7: Organizational Training Evaluation	30
Assignment 8: Diversity in Organization Interview	30
Assignment 9: Unethical Leadership Paper	30
Final Project: Leadership Lens – Media/Book Report	65
Discussion Board Participation	100
Journal Entry Reflections	50
Total	485

Course Evaluation Scale

A = 90 - 100% (424 Points to 485 Points)

B = 80 - 89% (368 Points to 423 Points)

C = 70 - 79% (309 Points to 367 Points)

D = 60 - 69% (246 Points to 208 Points)

F = 59% or below (345 Points or less)

Submit all work as specified by on the course calendar. I recommend that you **print out a copy of the course calendar and syllabus so that you are always aware when an assignment is due**. You must take into consideration: postal mail time and electronic communication difficulties. *You are responsible for meeting all course deadlines.*

Course Goals

After completing this course, the learner should be able to:

- Define leadership and understand the difference between leadership and management
- Describe different leadership styles, including: self-leadership, super leadership, servant leadership and leadership styles, such as autocratic, democratic, and free rein, with regards to workforce applications.
- Understand the relationship between Maslow's Hierarchy of Human Needs and Herzberg's Two-Factor Maintenance/Motivation Theory to apply to principles of creating a favorable climate for work.
- Recognize a range of leadership theories and determine own leadership style via assessments for leadership with the following theoretical and instrument applications: Motivation Theory, Theory X, Y, and Z leaders, LBAII Self-Assessment.
- Apply leadership theory and assessments to workforce situations, including how to motivate employees, utilizing the appropriate management/leadership style to influence employees and identify what employees' training & development needs.
- Integrate leadership concepts and theory to organizational effectiveness and management practices to develop organizational culture and support the creation of healthy work environments.
- Identify and apply the Situational Leadership II Model, specifically with regards to the leader's role in providing directive behavior and supportive behavior and supporting employee development level within an organization by determining leader-directed and follower-directed activities.

LTEC 4070: ASSIGNMENTS AND DUE DATES – Spring 2015

Module	Assignment	Possible Points	Semester Week & Due Dates
	To Do: Get textbooks & review syllabus		Week 1 1/27 11:59 pm
	Complete the items in "Orientation"		
	Post your Introduction in the Discussion.	10	
	Complete: 50-mile form & LTEC 4070 Info Form.		
1	Module 1: Leadership & Followers		Week 2 2/3 11:59 pm
	Read Chapter 2 + Assigned Module Readings		
	Complete Assignment 1 – Key Implications Paper	40	
	Reflect in Journal Entry 1	10	
	Participate in Discussion Module 1	10	
2	Module 2: Leadership Communication		Week 3 2/10 11:59 pm
	Read Chapter 2 + Assigned Module Readings		
	Complete Assignment 2 – Generational Interview	30	
	Participate in Discussion Module 2.	10	
3	Module 3: Leadership Styles		Week 4 2/17 11:59 pm
	Read Chapter 3 & 4 + Assigned Module Readings	10	
	Complete Assignment 3 - SL II Case Study Quiz	40	
	Reflect in Journal Entry 3	10	
4	Module 4: Motivating Others		Week 5 2/24 11:59 pm
	Read Chapter 4 + Assigned Module Readings	10	
	Assignment 4 – Motivation Pitch	25	
	Participate in Discussion Module 4	10	

5	Module 5: Power & Influence		Week 6 3/3 11:59 pm
	Read Chapter 5 & 6 + Assigned Module Readings		
	Complete Assignment 5 – Influence Presentation	25	
	Reflect in Journal Entry 5	10	
	Participate in Discussion Module 5.	10	
6	Module 6: Team Building		Week 7 3/10 11:59 pm
	Read Chapter 5 & 6 + Assigned Module Readings		
	Complete Assignment 6 – Meeting Analysis	20	
	Participate in Discussion Module 6.	10	
	Spring Break – No Assigned Modules		Week 8 3/17
7	Module 7: Leading Organizations		Week 9 3/24 11:59 pm
	Read Chapter 8 + Assigned Module Readings		
	Complete Assignment 7 – Organizational Training	30	
	Reflect in Journal Entry 7	10	
8	Module 8: Diversity in Organizations		Week 10 3/31 11:59 pm
	Read Chapter 10 + Assigned Module Readings		
	Assignment 8 – Diversity in Organization Interview	30	
	Reflect in Journal Entry 8	10	
	Participate in Discussion Module 8.	10	
9	Module 9: Ethical Leadership		Week 11 4/7 11:59 pm
	Read Chapter 11 + Assigned Module Readings		
	Complete Assignment 9 – Unethical Leadership	30	

	Participate in Discussion Module 9.	10	
10	Module 10: Leadership Development		Week 12 & 13 4/14 & 4/21
	Read Chapter 12 + Assigned Module Readings		
	Work on Final Project – Leadership Lens Paper -Due: 4/28 by 11:59 pm	65	
	Participate in Final Project Discussion (Due: 4/14)	10	
11	SETE Course + My Class Evaluations must be submitted by May 5 th (possible 5 points if over 50% of the class completes BOTH evaluations) SETE Available in my.UNT.edu account as of 4/20	(5)	Week 14 4/28
12	Final Exam Week – No Exam for LTEC 4070 SETE Course Evaluations & Final Class		Week 15 5/10
	TOTAL	485	

Late Assignment Policy

Late work is not accepted and will receive a zero (0) grade. It is suggested that you plan on completing your work the day prior to the due date. Then unexpected problems will not result in your work being late.

ALL assignments must be submitted by 11:59 pm CST on the date is it due via the Blackboard Learn Assignment Tool. Do NOT submit assignments via e-mail or to the discussion board. It is the student's responsibility to see that work is submitted. It is not fair to other students to allow a student to submit late work and receive credit; therefore, the late policy is strictly enforced. **Any student who is missing assignments from 3 learning modules will be dropped from the class with a WF.**

Medical Emergencies

If you have a medical emergency that will prevent you from completing the course as scheduled, you **MUST** notify your instructor at the time of your medical problem. Requests for an INC or to drop the course must come at the time of the medical emergency and must be supported by a letter from your physician and must specifically state that your medical situation will **NOT** permit you to work at your computer in order to submit your assignments as scheduled.

Requests for an INC or to DROP this course based on a medical emergency MAY NOT be granted after the medical emergency. Of course all requests must meet standard university policy.

Doctor's notes ***must be received during week 1 or 2 of the medical emergency***. Those submitted at the end or once it is over will not be accepted.

Academic Integrity

The UNT Code of Student Conduct and Discipline provides penalties for misconduct by students, including academic dishonesty. Academic dishonesty includes cheating and plagiarism.

Students must complete all assignments independently unless otherwise instructed. ***Failure to do so will result in a grade of zero (0)***. Other possible consequences of breaching academic integrity include a failing grade on the assignment, a full letter grade drop for the course, or a failing grade in the course. If a student engages in academic dishonesty related to this class, the case will be referred to the Dean of Students for appropriate disciplinary action.

Cheating and Plagiarism

Students caught cheating or plagiarizing will receive a "0" for that particular assignment or exam. Additionally, the incident will be reported to the Office of Student Rights and Responsibilities for further penalty.

According to the UNT catalog, the term "**cheating**" includes, but is not limited to:

1. use of any unauthorized assistance in taking quizzes, tests, or examinations;
2. dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments;
3. the acquisition, without permission, of tests or other academic material belonging to a faculty or staff member of the university;
4. dual submission of a paper or project, or resubmission of a paper or project to a different class without express permission from the instructor(s); and/or
5. any other act designed to give a student an unfair advantage.

The term "**plagiarism**" includes, but is not limited to:

1. the knowing or negligent use of the published or unpublished work of another person, by paraphrase or direct quotation, without full and clear acknowledgement; and/or
2. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

University Policy of Disability Accommodations

The University of North Texas does not discriminate on the basis of an individual's disability and complies with Section 504 and Public Law 101-336 (Americans with Disabilities Act) in its admissions, accessibility, treatment and employment of individuals in its programs and activities. UNT is on record as being committed to both the spirit and letter of federal equal opportunity legislation; reference Public Law 92-112 – The Rehabilitation Act of 1973 as amended. With the

passage of new federal legislation entitled Americans with Disabilities Act (ADA), pursuant to section 504 of the Rehabilitation Act, there is renewed focus on providing this population with the same opportunities enjoyed by all citizens

It is the responsibility of the student to inform the instructor of any disabling condition that will require modifications. For additional information see the **Office of Disability Accommodation website at <http://disability.unt.edu/>**. You may also contact them by phone at 940.565.4323 or in person (SAGE 167).

Whenever a special accommodation or auxiliary aid is necessary in order to ensure access to and full participation by students with disabilities in University programs or services, the department or agency responsible for the program or service to which the individual requires access will work with the Office of Disability Accommodation and appropriate federal and state agencies to ensure that reasonable accommodations are made.

The student requiring special accommodation or auxiliary aids must make application for such assistance through the Office of Disability Accommodation. Proof of disability from a competent authority will be required, as well as information regarding specific limitations for which accommodation is requested.

The University assumes no responsibility for personal assistance necessary for independent living or for specialized medical care. Students requiring personal attendants or mobility assistants must employ such persons at their own expense before completion of registration. Students requiring specialized medical care above and beyond that ordinarily offered through the Student Health Center should be prepared to bear the expense of this care through a general hospital or a private physician/clinic of their choice.

Changes may be made as long as it does not compromise the quality of education. Cooperation of faculty, staff, and students is needed to help with physical access and to meet academic requirements. For example, giving extra time on tests or assignments, substituting courses, or adapting classroom presentations (like allowing tape recorders, note takers, or asking a professor to face the class when speaking to allow students to lip read) may be done.

ADA Statement: The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class.