

Sam Houston State University
Educational Leadership and Counseling Department
Project Lead

Strategic Planning and Decision-Making

Instructor : Dr. Shirley Johnson

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Course Goals and Description

This course is designed to give selected campus leadership staff of Texas charter schools an introduction to strategic planning and decentralized decision-making.

The curricula for this course (1) include knowledge of the literature of the planning discipline and (2) classroom simulations in applying principles of strategic planning in their organizations

Course Objectives

1. To provide the student with a variety of experiences needed to develop and refine skills necessary to function as the campus leader for planning and decision-making
2. To assist the student in gaining knowledge of the components of strategic planning
3. To assist the student to acquire an awareness of the need for participant diversity in collaborative strategic planning
4. To provide the student with multiple opportunities to learn of the essential steps in developing goals to address the organizational vision
5. To aid the student experience in developing internal and external environmental scans essential in developing actions plans to address organizational vision
6. To aid the student in preparing action plans and budgets supporting vision and goals
7. To facilitate student transfer strategic planning process elements such as stakeholder collaboration, consensus decision-making etc., to campus improvement initiatives
8. To provide the student with information and simulated experience in applying collaborative planning and consensus decision-making theory to typical campus problems

Course Outcomes: Upon successful completion of the Project Lead instructional sequence, students will be able to demonstrate their skills, knowledge, and application of the Standards for Texas Certification of Principals (TExES).

Materials

A. Textbooks

Strategic Planning by Stanley C. Abraham; Thomson-South Western; copyright 2006;
Project Management by Clark and Larson; McGraw-Hill Pub. 3rd Ed.; copyright 2006

B. Required Tools

1. Students should have convenient access to a reliable Studentet service that connects with the Newton Gresham Library on-line service (assessable by the SHSU Homepage); and be familiar with basic Microsoft software programs including Word, PowerPoint, and Excel. In addition, students are required to establish a SHSU student email account (available to all registered students at no cost), to activate see http://www.shsu.edu/~ucs_www/ . This SamMail account will be one source of official University correspondence during the semester.



2. **Blackboard** : Students are required to utilize University Blackboard service. Please visit <http://www.shsu.edu/administrative/training/guides/blackboard.html> for training guides and tutorials. Access to Blackboard is through the University homepage.

Expectations

1. Graduate students are governed by the Sam Houston State University student code of conduct. Any student with questions about grievances, ethical behavior, etc. should review the Graduate Catalogue and student code of conduct. Attention should be paid to the sections on plagiarism and theft of library materials. Academic honesty is expected.
2. Students should practice self-discipline in classes. Courtesy should be extended to all students and is required. Thought should be given to the value of all conversation in class to all the students in the class. Classes will be more enjoyable and beneficial to all involved if graduate students conduct themselves as the conscientious professionals they must be in the roles to which they aspire, therefore such conduct is expected.
3. All cell phones, pagers, and other electronic devices must be turned off during class, exceptions may be discussed with the teacher during non-class time.
4. Student presentations and participation in discussion of course topics must reflect the student's understanding and insights as to the content and the student's ability to articulate the same. Student expression, agreement and/or disagreement must be consistent with the ability and professional demeanor required of a person in the type leadership role for which this course seeks to prepare.

University Policies

ACADEMIC DISHONESTY

All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including, but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials. For university policy, see: <http://www.shsu.edu/administrative/faculty/sectionb.html#dishonesty>

STUDENT ABSENCES

(1) Religious Holy Days Policy: Section 51.911(b) of the Texas Education Code requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. Section 51.911 (a) (2) defines a religious holy day as: "a holy day observed by a religion whose places of worship are exempt from property taxation under Section 11.20...." A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence.

University policy 861001 provides the procedures to be followed by the student and instructor. A student desiring to absent himself/herself from a scheduled class in order to observe (a) religious holy day() shall present to each instructor involved a written statement concerning the religious holy day(). The instructor will complete a form notifying the student of a reasonable timeframe in which the missed assignments and/or examinations are to be completed. For university policy, see:

http://www.shsu.edu/~vaf_www/aps/documents/861001.pdf

(3) Other Absences: Regular and punctual class attendance is expected of each student; exceptional situations requiring absence must be discussed. All work is due on the date specified, regardless of whether the student is in attendance on that date. If the student must be absent he/she should contact the instructor, to explain the circumstances. A second class absence will necessitate some form of make-up assignment, which must be completed. Failure to complete such assignment by the date due or additional absences will result in one letter grade deduction for each occurrence. Repeated or lengthy tardiness may be interpreted as absence at the instructor's discretion and the student will be advised of this circumstance and compensatory coursework can be expected.

STUDENTS WITH DISABILITIES POLICY

It is the policy of Sam Houston State University that individuals otherwise qualified shall not be excluded, solely by reason of their disability, from participation in any academic program of the University. Further, they shall not be denied the benefits of these programs nor shall they be subjected to discrimination. Students with disabilities that might affect their academic performance are expected to visit with the Office of Services for Students with Disabilities located in the Counseling Center. They should then make arrangements with their individual instructors so that appropriate strategies can be considered and helpful procedures can be developed to ensure that participation and achievement opportunities are not impaired. SHSU adheres to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations for students with disabilities. If you have a disability that may affect adversely your work in this class, then I encourage you to register with the SHSU Counseling Center and to talk with me about how I can best help you. All disclosures of disabilities will be kept strictly confidential. NOTE: No accommodation can be made until you register with the Counseling Center. For University policy, see: http://www.shsu.edu/~vaf_www/aps/811006.html

VISITORS IN THE CLASSROOM

Only registered students may attend class. Exceptions can be made on a case-by-case basis by the professor. In all cases, visitors must not present a disruption to the class by their attendance. Students wishing to audit a class must apply to do so through the Registrar's Office.

COURSE EVALUATION SCALE

A = 90-100 points
B = 80-89 points
C = 70-79 points
F = below 70 points

COURSE GRADE COMPONENTS

YO SHIRLEY: I HAVE NO IDEA ABOUT THIS BECAUSE I DIDN'T CONDUCT THIS SUMMER'S ACTIVITIES AS A FOR CREDIT CLASS. I HAVE GIVEN THEM ONE ASSIGNMENT THIS FALL, CAN GIVE THEM OTHERS, AND MAYBE YOU AND I CAN PUT SOMETHING ON THE QUALITY OF THEIR SCHOOL DESIGN PLAN BUT THIS IS PROBABLY INCLUDED IN THE GRADE FOR SOME OTHER COURSE, I THINK STEVE IS DOING SOMETHING WITH THEM ON THE SCHOOL DESIGN PLAN

