



SAM HOUSTON STATE UNIVERSITY

Department of Agricultural & Industrial Sciences

COURSE SYLLABUS

AED 576.01

Personal Leadership and Organizational Dynamics

3 HOURS

Summer II, 2008

LOCATION

Room 322, Thomason Building

SCHEDULE

1:00 – 5:00 p.m., Monday-Friday (Times and dates vary greatly due to travel required)

INSTRUCTOR

Dr. Dwayne Pavelock

Room 313D, Thomason Building

Phone: 294-1186

E-Mail: agr_dxp@shsu.edu

Office Hours: Open Door Policy or By Appointment

COURSE DESCRIPTION

Concepts and practices in planning and presenting materials to agricultural groups. Includes leadership skills, concepts of community development, and dynamics of technological change.

Pre-Requisites: None

Overview: Most information will be disseminated through lecture, but group discussion will be required in addition to related individual and group activities that foster a greater understanding of the material. Exams will include short answer and essay questions. Projects will require written and/or computer composition and oral presentation. Papers and abstracts will require adherence to APA format.

COURSE OBJECTIVES

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

1. Evaluate the leadership processes and theories in agricultural settings;
2. Appraise specific leadership skills and motivational theories/techniques;
3. Describe conflict resolution as an element of leadership and communication;
4. Explain multicultural and demographic influences on organizations;
5. Analyze methods of technological change in agricultural settings;
6. Examine the various leadership information sources;

7. Demonstrate presentation and business skills necessary in agricultural professions;
8. Compare and contrast organizational structures;
9. Summarize the concept of community development;
10. Examine the motivation of individuals to participate in community development and service-related activities; and
11. Describe methods for evaluating organizational effectiveness;
12. Demonstrate presentation and teaching skills to various groups;
13. Discuss organizational effectiveness and enhancement through public relations and advisory groups;
14. Analyze research related to demographics of students participating in agricultural organizations.

TEXTS & RESOURCES

Northouse, P. G. (2001). *Leadership: Theory and practice* (3rd ed.). Thousand Oaks, CA: Sage Publications.

Yukl, G. (2002). *Leadership in organizations* (5th ed.). Upper Saddle River, NJ: Prentice-Hall, Inc.

Phipps, L. J., Osborne, E. W., Dyer, J. E., and Ball, A. L. (2008). *Handbook on Agricultural Education in Public Schools* (6th ed.). Clifton Park, NY: Thomson Delmar Learning.

National FFA Organization (2007). *Local Program Success* [CD-ROM]. Indianapolis, IN: National FFA Organization.

ATTENDANCE POLICY

Students are expected to attend all class meetings. Classes will begin promptly at the designated time. Each late arrival and/or early departure will affect the student's Attendance, Participation and Professionalism grade. If an emergency or other justifiable reason prevents a student from attending class, the instructor should be notified as soon as possible. However, an absence will still be assessed regardless of the reason. The travel requirements for the class will not alter the attendance policies. Failure to attend, late arrival, or early departure will result in a grade deduction. Missing more than four (4) hours of instruction, travel, or activity will result in the loss of one letter grade.

ASSIGNMENTS & EXAMS

Students will be expected to complete the requirements listed below:

1. Two (2) research abstracts;
2. Three (3) examinations and one (1) final examination, which will be comprehensive.
Exams will include short answer and essay questions.
3. One (1) research paper pertaining to selected demographics within an organization;
4. Two (2) portfolios of leadership activities observed and conducted at the Texas State FFA Convention and the State Professional Development Conference for Agricultural Science Teachers;
5. Punctual and regular attendance, involvement in class discussions and activities, and professionalism during class and related activities.

Assignments shall be typed, double-spaced, and follow APA guidelines unless specified otherwise. Assignments are expected to be mechanically correct in spelling, grammar, etc.

GRADING PLAN

The following are the point values of each course requirement:

<u>Assignment</u>	<u>Maximum Point Value</u>
Research Abstracts (2 @ 50 points each)	100 points
Examinations	300 points
Research Paper	100 points
State FFA Convention Portfolio	50 points
Professional Development Conference Portfolio	50 points
Final Examination	150 points
Attendance, Participation, and Professionalism	50 points

TOTAL	800 points

The following ranges of scores will be used to calculate the final grade:

- 800 – 736 pts. = A
- 735 – 656 pts. = B
- 655 – 576 pts. = C
- 575 – 480 pts. = D
- Below 480 pts. = F

Late assignments will be assessed a 33% penalty for each calendar day they are late, regardless of the reason. Assignments are considered late if they are not turned in at the start of class on the due date. Assignments may be submitted early, turned in by a classmate, e-mailed, faxed, or by other arrangements if the instructor is notified prior to the due date. If a student is absent on the day an assignment is done in class, it shall be due at the beginning of the next scheduled class day. **It is the student’s responsibility to check with the instructor regarding possible missed assignments. Make-up exams for students with pre-approved absences are subject to being administered in an all- essay format.**

ACADEMIC DISHONESTY

All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain complete 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.

CLASSROOM RULES OF CONDUCT

Students will refrain from behavior in the classroom that intentionally or unintentionally disrupts the learning process and, thus, impedes the mission of the university. Cellular telephones and pagers must be turned off before class begins. Students are prohibited from eating in class, using tobacco products, making offensive remarks, reading newspapers or other materials not related to the course, sleeping, talking at inappropriate times, wearing inappropriate clothing, or engaging in any other form of distraction. Hats and caps shall not be worn in the classroom. Inappropriate behavior in the classroom shall result in a

directive to leave class. Students who are especially disruptive also may be reported to the Dean of Students for disciplinary action in accordance with university policy. Assignments are expected to be mechanically correct in spelling, grammar, etc., and such errors will be taken into account in assigning grades. Assignments shall be typed, double-spaced, and follow APA guidelines unless specified otherwise.

VISITORS IN THE CLASSROOM

Unannounced visitors to class must present a current, official SHSU identification card to be permitted in the classroom. They must not present a disruption to the class by their attendance. If a visitor is not a registered student, it is the instructor's discretion whether or not the visitor will be allowed to remain in the classroom.

STUDENTS WITH DISABILITIES

Students with a disability that affects their academic performance are expected to arrange for a conference with the instructor in order that appropriate strategies can be considered to ensure that participation and achievement opportunities are not impaired. A student seeking accommodations should contact the Counseling Center and Services for Students with Disabilities (SSD) at the very beginning of the semester.

RELIGIOUS HOLIDAYS

An institution of higher education shall 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. 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. A student who plans to miss a class or required activity to observe a religious holy day should inform the instructor of all such days in writing not later than the 15th calendar day after the first day of the semester.

TENTATIVE SCHEDULE

TUE	July 8	Course Introduction and Requirements Leadership Styles & Theories Leadership Characteristics ✓ <i>ASSIGN: Research Abstract #1 – Leadership Skills (due July 11)</i>
WED	July 9	Motivational Theory and Techniques Conflict Resolution ✓ <i>ASSIGN: Research Paper (due August 1)</i>
THU	July 10	<i>Examination #1</i> The Nature and Power of Influence
FRI	July 11	Group Dynamics ✓ <i>DUE: Research Abstract #1 – Leadership Skills</i> ✓ <i>ASSIGN: State FFA Convention Portfolio (due July 23)</i> ✓ <i>ASSIGN: Research Abstract #2 – Presentation and Teaching Methods (due July 24)</i>

MON-FRI	July 14-18	Texas State FFA Convention – Lubbock (<i>attendance required</i>)
MON	July 21	Essentials of a Successful FFA Chapter Developing an FFA Program of Activities
TUE	July 22	Examination #2 Organizational Structures Community Development and Organizations Why Participate in Community Development and Organizations?
WED	July 23	DUE: State FFA Convention Portfolio Public Relations Advisory Groups Evaluating Effectiveness and Success of Organizations
THU	July 24	Planning, Developing, and Conducting Effective Presentations The Multicultural Element of Organizations DUE: Research Abstract #2 – Presentation and Teaching Methods
FRI	July 25	Examination #3 Methods of Technological Change Implementing and Adopting Change in Organizations Review of Examination #3 Review for Final Examination ✓ ASSIGN: Teachers' Conference Portfolio (due August 5)
MON-FRI	July 28-Aug 1	State Professional Development Conference for Agricultural Science Teachers – Corpus Christi (<i>attendance required</i>)
MON	Aug 4	Final Examination (2:00 p.m.) Independent Assistance for Research Paper
TUE	Aug 5	DUE: Teachers' Conference Portfolio Independent Assistance for Research Paper
WED	Aug 6	DUE: Research Paper