

**MGMT 566**  
**Seminar in Team Leadership**  
**Fall 2007**

Instructor: Dr. Aneika L. Simmons  
Class Time: Tuesday 6:00pm – 8:50pm  
Classroom: Smith-Hutson Business Building 337  
Office: 236C Smith-Hutson Building  
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**OFFICE HOURS:**

Tuesday 9:00am to 10:45am and 2:00pm to 6:00pm  
Thursday 9:00am to 10:45am and 2:00pm to 3:30pm  
Additional Office Hours can be scheduled via appointment.

**REQUIRED TEXT:**

-Making the Team: A Guide for Managers, Leigh L. Thompson  
-The 21 Irrefutable Laws of Leadership, John C. Maxwell  
-Journal articles will be provided in class.

**COURSE OBJECTIVES:**

This course has two primary objectives. The first objective is to provide students an introduction to the theoretical underpinnings of organizational behavior that specifically addresses issues related to teams and leadership. The second objective is to equip students with enough information they will be able to apply the knowledge that they have obtained.

**COURSE DESCRIPTION:**

This course will primarily be conducted in a seminar fashion. Please be prepared to engage in rigorous discussion. In order to participate and contribute to class discussion, it is important that students complete readings before class and ponder the concepts presented in the material. The course will also include lectures as well as student presentations.

**GRADING**

1. Examinations (400 points):

Exam One	100
Exam Two	150
Exam Three	150

2. Overall grading breakdown:

Team/Leadership Interview (Individual)	150 points
Team/Leadership Case Study (Group)	250 points
Participation	200 points
Exams	400 points

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Total	1,000 points
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\*\*I will use the following to determine final grades. I reserve the right to curve the class grades, if deemed necessary. The exercise of this right will be limited to such cases that are consistent with the interests of students.\*\*

## TEAM/LEADERSHIP PROJECT

Team Case Analysis: Each team (formed of about 2 or 3 students) will choose one large size publicly traded (e.g., NASDAQ, NYSE) organization who has exhibited exceptionally high team/leadership or exceptionally low team/leadership. Students will thoroughly investigate this organization in light of team/leadership concepts. This task will provide an opportunity to develop teamwork and leadership abilities. Each team will assume the role of management consultants and will prepare a well-written (15 page or less) case analysis. Each team is expected to present their case analysis in class. Evaluation is based on presentation of the team/leadership situation, initiating and leading class discussion, and providing useful insights. Each presentation will last approximately 15-20 minutes. 150 of the 250 points will be based on the written paper, while the remaining 100 points will be calculated from the team presentation. Papers will be due the day of the team's presentation.

## LEADERSHIP INTERVIEW

Each student will be asked to interview someone who is in a leadership position. These individuals must have subordinates who report to them. The interview should glean information about the organization for which the leader works as well as information about the leadership style of the interviewee. The interviewer (the student) should ascertain the level of influence the interviewer has, how empowered the leader feels in his/her position, how connected the leader is to his/her subordinates, the leaders emotions toward their position etc. The students should ensure that each question asked should be directly related to concepts and theories that we have discussed in class. The paper should be 4 to 6 pages double spaced. The business card of the person (leader) that you will interview must be turned in with the paper. The interview should be conducted in a highly professional manner as you represent Sam Houston State University. In addition, each student will give a 4 to 5 minute presentation to the class on the information that they obtained. Useful insights will be expected. The paper and the presentation will be due on the same day. This assignment will be worth 150 points.

## COURSE ORGANIZATION

1. All the students must have the required books and *read the chapters ahead of class*.
2. Class discussions will be largely based on the interactive sharing of ideas, concepts, and experiences of both the instructor and students. Students are expected to raise points of interest to discuss during class.
3. One case assignment will be made by your team (I will assign approximately two or three students to a team) to help interpersonal and small team learning. Each team will present their analysis and lead the classroom discussion.
4. The three examinations will consist of primarily multiple-choice question, short answer, and essay questions. Exams are designed to assess how well you can analyze, evaluate, and apply the concepts we have covered in class. Although these exams are not designed to be *cumulative*, you may find that some topics discussed early on in the course will show up on later exams. This is because concepts in this course often build upon one another. If necessary, make-up examinations will consist of essay questions.

### **Peer rating:**

All members of the same team will not necessarily receive an equivalent grade. Equal input is expected from each team member. Each group member will have the opportunity to rate the contributions of the other members. This peer evaluation will be used to assess whether or not each member of the team has done their fair share of the work conscientiously. Peer evaluations will be due the day of the team's presentation.

### **PARTICIPATION**

In order to verify your comprehension of the assigned materials, you will be given unscheduled in-class activities. The purpose of the quizzes is to verify that you are reading the assignments before each class and to determine whether or not you understand the lectures. Thus, the unscheduled activities would be either at the beginning or end of the class. The unscheduled activity may include a short quiz on the assigned reading materials for the day, it may simply involve a group activity based on a relevant class topic, or it may be a current event.

The current event assignment will include obtaining a copy of an article from a popular press magazine like *Business Week*, *Time*, *Fortune*, *Newsweek*, or any local or national newspaper. I will not accept articles from research journals or textbooks. You will be asked to summarize the article in about two pages. On the day the assignment is due each student will turn in the article and their summary as well as discuss the current event article (in approximately three minutes) and how it pertains to teams and leadership from an organizational behavioral perspective. Please be prepared to answer questions about your current event. The article and summary must relate to concepts from our class.

Every activity or assignment (there will be 10 of them) will be worth *20 points* each.

### **PROFESSIONALISM**

Professionalism is an important component of this class. Please be respectful of me, your classmates, as well as yourself. It is possible that we may engage in vigorous debates, but please refrain from making ad hominem criticisms. In addition, please make an effort to become a presence in the classroom, come to class on time, turn off electronics, and be attentive. I also ask that you do not read any materials during our class time that do not directly relate to our discussed topic. I appreciate your willingness to comply with our class guidelines.

### **GRADE APPEALS**

Within 7 days of the date you receive your exam score, submit a written note to the instructor describing the nature of the grading issue you are appealing. Demonstrate in writing how your exam response satisfies the requirements better than the given grade. Include references to readings and class notes where appropriate. Within 7 days of receiving a written appeal, I will respond to you in writing with a decision. I will not entertain grade appeals after submitting final grades. Grade changes based on computational errors will be entertained anytime.

### **OTHER ADMINISTRATIVE CONCERNS**

Please note that I strongly prefer to be contacted by e-mail. If you leave a message on the office answering machine, there is the strong possibility that you may not hear from me for at least a day or two. If you have any messages or specific requests for me, please submit them by e-mail. Make sure that all messages include your name and a complete description of your question or concern.

### **COPYWRITE NOTICE:**

Unless noted otherwise, all course materials, including syllabus, course notes, exams, handouts, and other course materials are subject to copyright. Permission must be sought from me for reproduction or adaptation.

### **FOOD & BEVERAGE POLICY**

We have beautiful and state-of-the-art classrooms in the Smith-Hutson Business Building. We want to maintain the high quality of these classrooms for the students in future years. Thus, it is necessary for you to adhere to the established policy of **NO BEVERAGES, FOOD, TOBACCO PRODUCTS, OR ANIMALS** (unless approved) within the Smith-Hutson Building Classrooms. If for special reasons you need to bring water or food into the classroom please inform me in advance.

### **SCHOLASTIC DISHONESTY**

As commonly defined, plagiarism consists of passing off as one's own the ideas, words, writings that really belong to another individual. In accordance with this definition, you are committing plagiarism if you copy the work of another person and turn it in as your own, even if you should have the permission of that person. Plagiarism is one of the severest of academic dishonesty and can be expected to result in sever consequences.

This rule does not prevent the discussion of ideas about lectures and cases with members of the same section of MGMT 566 outside the classroom, as long as appropriate credit is given to the originator(s) of the idea. Obtaining case details or ideas from students from other sections, or getting notes from previous years is not considered honest behavior, as it hinders the normal discovery and learning process of the team, and overstates your preparation.

To prevent any possible misunderstandings on this issue, document your sources well so that I can find the relevant books, newspaper articles, journals, and websites that you use. The failure to properly cite referenced work will result in a lowered grade. At a minimum list the author, title, publication, date, and page, if appropriate.

It is the responsibility of students and instructors to help maintain scholastic integrity at the university by refusing to participate in or tolerate scholastic dishonesty. Scholastic dishonesty in any form is not tolerated in this course.

**Academic Misconduct: "All students who enroll at Sam Houston State University agree to assume the responsibilities of citizenship in the campus community." (Undergraduate Catalogue 1988-1990, p. 56) Any form of cheating will not be tolerated!**

## COURSE CALENDAR

DATE	TOPICS	ASSIGNED READING
August 21 <sup>th</sup> - Tues	Syllabus – Introductions Overview of Organizational Behavior	
August 28 <sup>th</sup> - Tues	Teams in Organizations Law of the Lid Law of Influence <i>Current Event</i>	Chapter 1, LT Chapter 1, JM Chapter 2, JM
Sept. 4 <sup>th</sup> - Tues	Performance and Productivity Law of Reproduction Law of Victory (September 5, 2007 Last day to drop without a “Q” and receive 100% refund.)	Chapter 2, LT Chapter 13, JM Chapter 15, JM
Sept. 11 <sup>th</sup> – Tues	<b>Exam One</b> <i>Time after Exam may be used for discussion if required.</i>	
Sept. 18 <sup>th</sup> – Tues	<i>Roles and Responsibilities for Team Project Due Before 5:00pm</i>	<i>NO FORMAL CLASS</i>
Sept. 25 <sup>th</sup> – Tues	Rewarding Teamwork Law of Empowerment Law of the Inner Circle <i>Current Event</i>	Chapter 3, LT Chapter 12, JM Chapter 11, JM
October 2 <sup>nd</sup> – Tues	Building the Team The Law of E.F. Hutton The Law of Solid Ground <b><i>Leadership Interview Paper and Presentation Due</i></b>	Chapter 4, LT Chapter 5, JM Chapter 6, JM
October 9 <sup>th</sup> – Tues	Sharpening the Team Mind Law of Magnetism Law of Connection	Chapter 5, LT Chapter 9, JM Chapter 10, JM
October 16 <sup>th</sup> – Tues	<b>Exam Two</b> <i>Time after Exam may be used for discussion if required.</i>	
October 23 <sup>rd</sup> – Tues	Team Decision Making Law if Priorities Law of Timing <i>Current Event</i>	Chapter 6, LT Chapter 17, JM Chapter 19, JM
October 30 <sup>th</sup> – Tues	Conflict in Teams Law of Sacrifice <i>Current Event</i>	Chapter 7, LT Chapter 18, JM
November 6 <sup>th</sup> - Tues	Creativity The Law of Buy-In Law of Explosive Growth	Chapter 8, LT Chapter 14, JM Chapter 20, JM
November 13 <sup>th</sup> – Tues	Leadership Law of Process Law of Navigation <i>Current Event</i>	Chapter 10, LT Chapter 3, JM Chapter 4, JM

November 20 <sup>th</sup> - Tues	Teamwork via Information Technology Law of Respect Law of Legacy	Chapter 12, LT Chapter 7, JM Chapter 21, JM
November 27 <sup>th</sup> - Tues	<i>Team Presentations and Paper Due</i>	
December 4 <sup>th</sup> – Tues	<b>Exam Three</b>	

### Syllabus Change

You may expect that amendments to this syllabus will be made as the course progresses.

## Student Information Sheet

**Full Name:** \_\_\_\_\_

**Preferred or Nickname:** \_\_\_\_\_

**Student #:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Major / Minor:** \_\_\_\_\_

**Year and Semester of Graduation:** \_\_\_\_\_

**Post-graduate plans:** \_\_\_\_\_

**Reason you are taking this course:** \_\_\_\_\_

\_\_\_\_\_

**Other courses you are taking this semester:** \_\_\_\_\_

\_\_\_\_\_

**Previous internships and work experience:** \_\_\_\_\_

\_\_\_\_\_

**Course expectations (What do you expect out of this course?):** \_\_\_\_\_

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**If anything, what concerns you about this course?:** \_\_\_\_\_

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If you are not comfortable giving out some or all of this information, for whatever reason, please leave those areas blank. The information you provide on this form will be treated as strictly confidential and will only be distributed in accordance with SHSU policy and public law. Disclosure is voluntary and will only be used for student familiarization and contact purposes.

**Please complete, detach, and return this page to me. I look forward to working with you this semester. Thanks!**