
Instructor Information

Dr. Joseph Neary

Office: BS 310A

Phone: 502-852-4784

Cell: 610-324-0226

E-mail: joseph.neary@louisville.edu

Office hours: By Appointment. *I am very responsive to email and text. Please send me either and I will set up a time with you at the first available opportunity.*

I will respond within 8 hours of receiving a text if it does not come late at night or on Sunday. If it is late at night, it will be 12 hours to respond, and if it comes on Sunday, allow 24 hours.

Course Information

Course Description

This course examines different theories of leadership and provides practical advice and guidance in a business context for interacting with broad array of stakeholders. A special emphasis will be placed on organizational culture and structure, diversity, and communication, and stakeholder management.

Prerequisite

Admittance to the College of Business MAC program.

Course Objectives

After completing this course, you should be able to:

- ✓ The candidate will demonstrate an understanding of a variety of leadership theories and their application
- ✓ The candidate will demonstrate an understanding of the application of leadership theory
- ✓ The candidate will become familiar with a variety of instruments and activities that measure and assess leadership
- ✓ The candidate will integrate research and resources related to leadership theory and practice into a variety of functional areas
- ✓ The candidate will use the higher order thinking skills of analysis, synthesis, and evaluation in the application of leadership theory and practice

Credit Hours: 1.5

Materials

Recommended Reading

There is one book is *recommended* for this course. The book is available from many sources, including the University of Louisville bookstore and online from sellers such as Amazon.com. You can buy the books at a minimal cost if you are willing to purchase used versions.

1. Northouse, P.G. (2019). Leadership: Theory and practice (8th Edition). Thousand Oaks, CA: Sage.

Supplemental articles are also listed with each week's content.

Taking an Online Class

Class communication is asynchronous, which means that not everyone is participating in the class at the same time. You can access the course any time, day or night, from anywhere that you have an internet connection.

The role of the professor is to be a facilitator, guide, coach, or resource, in order to create an effective learning environment. Your job as the student, is to use that environment to learn – interact with the materials, construct and share information, manage your time effectively, and use that time for critical thinking, reflection and application. You are in control and responsible for your own learning. I am here to support and help you, but it is up to you to ask for help when you need it.

Expectations of Outside Time Required for Class

The workload for this course is consistent with graduate level courses. To be successful, you should anticipate working 3-6 hours each week outside of class to complete assignments at a high-quality level.

Online Participation Expectations

Technology Requirements

Because this course is held completely online, you will need to have access to a computer and reliable high speed internet. If you do not have access at home, you may be able to use a public library or come to campus to use computers in the library or one of the IT student computer labs. Make sure that you will have access several hours per week.

You must be able to use internet search tools, access Blackboard, use email, and know how to download and upload documents. You must also be able to play videos and have headphones or speakers.

All written assignments should be completed using Microsoft Word. Please use a virus checker on all documents before submitting them.

For your privacy and security, only your official U of L email account will be used for email communication. No information will be sent to personal email accounts. Please check your U of L email daily.

Netiquette

Netiquette is a set of rules for behaving properly online. The following bullet points cover some basics to communicating online:

- Be sensitive to the fact that there will be cultural and linguistic backgrounds, as well as different political and religious beliefs, plus just differences in general.

- Use good taste when composing your responses in Discussion Forums. Swearing and profanity is also part of being sensitive to your classmates and should be avoided. Also consider that slang can be misunderstood or misinterpreted.
- Don't use all capital letters when composing your responses as this is considered "shouting" on the Internet and is regarded as impolite or aggressive. It can also be stressful on the eye when trying to read your message.
- Be respectful of others' views and opinions. Avoid "flaming" (publicly attacking or insulting) them as this can cause hurt feelings and decrease the chances of getting all different types of points of view.
- Be careful when using acronyms. If you use an acronym it is best to spell out its meaning first, then put the acronym in parentheses afterward, for example: Frequently Asked Questions (FAQs). After that you can use the acronym freely throughout your message.
- Use correct grammar and spelling, and avoid using text messaging shortcuts.

Course Organization

Module	Topics	Assignments
Week 1	Course Introduction Traits Approach Skills Approach Behavioral Approach Situational Approach	Introductory Video Due Weekly Reflection Post
Week 2	Path-Goal Theory Leader - Member Exchange Theory Transformational Leadership	Weekly Reflection Post
Week 3	Authentic Leadership Servant Leadership Adaptive Leadership	Leadership Profile Due Weekly Reflection Post
Week 4	Followership Leadership Ethics Team Leadership	Weekly Reflection Post
Week 5	Gender and Leadership Culture and Leadership	Leadership Self-Assessment Due Weekly Reflection Post

Introductory Video – 50 points

Each student will record a brief (3 min) introductory video. The video should include information on who you are, what you do, what you hope to learn from the course, and a brief description of your personal leadership philosophy. Videos should be uploaded to blackboard.

Leadership Profile – 150 points

Students will create a profile of a leader within their organization or within the broader field of Accountancy. This leader can be someone in the public view or someone that the candidate knows personally. The leader should have direct reports and own a budget in order to qualify for this profile project. Students will assess the leader in the context of leadership theory, selecting one or two theories to apply to this individual.

Students will use the selected theory or theories to discuss the traits and characteristics that comprise the leadership style of this specific person and will provide insights into the strengths and weaknesses of his or her leadership style. Be sure to assess strengths, weaknesses and opportunities for improvement where applicable.

The profile should be presented through a power point deck of no more than 10 slides.

Weekly Self Reflections – 20 points each / 100 points total

Each week students will choose and respond to one reflection discussion prompt. Responses to the discussion prompts are to be a minimum of 500 words. Responses will be evaluated for grammar, extent to which the question was addressed, synthesis of course materials with work experience, and overall quality.

Leadership Self-Assessment – 100 points

Each candidate will develop a brief power point presentation that assesses their own leadership style in the context of a theory or theories under study. The presentation should include an evaluation of leadership strengths and weaknesses, insights gained from the theories reviewed in this course, and practical actions that may improve one’s leadership qualities.

Students may choose to use the framework of a single theory or may choose to draw from several theories. Please be sure to note which theories you are incorporating.

The assessment should be no more than five power point slides.

Criteria for Determination of Grades

Assignment	Points	Due Date:
Introductory Video	50	Week 1
Leadership Profile	150	Week 4
Weekly Reflections Questions (5)	100	Weekly
Leadership Self-Assessment	100	Week 5
Total	400	

Assignments are due on the Sunday of each week assigned by midnight.

Grading

Grade	Percent range
A	94-100%
A-	90-93.9%
B+	87-89.9%
B	84-86.9%
B-	80-83.9%
C+	77-79.9%
C	74-76.9%
C-	70-73.9%
F	Less than 70%

Late Assignments

Meeting deadlines is very important. Therefore, late assignments will receive a 10% deduction of the total points possible for every calendar day they are late. If you have circumstances that prevent you from meeting a deadline (e.g., representing the university in official functions such as athletic/academic competition, professional development conferences, ROTC), please make arrangements to submit your assignment(s) before the due date.

Important Dates

See full list of academic deadlines [here](#).

University Policies

Title IX/Clery Act Notification

Sexual misconduct (including sexual harassment, sexual assault, and any other nonconsensual behavior of a sexual nature) and sex discrimination violate University policies. Students experiencing such behavior may obtain confidential support from the PEACC Program (852-2663), Counseling Center (852-6585), and Campus Health Services (852-6479). To report sexual misconduct or sex discrimination, contact the Dean of Students (852-5787) or University of Louisville Police (852-6111).

Disclosure to **University faculty or instructors** of sexual misconduct, domestic violence, dating violence, or sex discrimination occurring on campus, in a University-sponsored program, or involving a campus visitor or University student or employee (whether current or former) is **not confidential** under Title IX. Faculty and instructors must forward such reports, including names and circumstances, to the University's Title IX officer.

For more information, see the [Sexual Misconduct Resource Guide](#).

Students with Disabilities

The University of Louisville is committed to providing access to programs and services for qualified students with disabilities. If you are a student with a disability and require accommodation to participate and complete requirements for this class, notify me immediately and contact the Disability Resource Center (Stevenson Hall, 502-852-6938, <http://louisville.edu/disability>) for verification of eligibility and determination of specific accommodations.

Student Conduct & Responsibilities

Integrity is one of the most important characteristics that employers seek in new hires and one that the College of Business strives to foster in all its students. As such, this course will abide by the [College of Business student conduct and responsibilities](#) and the [University of Louisville student conduct and responsibilities](#).

Academic Dishonesty

Academic dishonesty is prohibited at the University of Louisville. It is a serious offense because it diminishes the quality of scholarship, makes accurate evaluation of student progress impossible, and defrauds those in society who must ultimately depend upon the knowledge and integrity of the institution and its students and faculty.

Sometimes circumstances make it tempting to cut corners or take the easy way out. You will always have a better final outcome by missing a deadline or completing less than your best work than by cheating. Plagiarized assignments will earn an automatic F, your final grade may be further adjusted by up to two full letters, and the incident will be reported to the Dean for further disciplinary action.

Statement on Diversity

The University of Louisville strives to foster and sustain an environment of inclusiveness that empowers us all to achieve our highest potential without fear of prejudice or bias.

We commit ourselves to building an exemplary educational community that offers a nurturing and challenging intellectual climate, a respect for the spectrum of human diversity, and a genuine understanding of the many differences - including race, ethnicity, gender, gender identity/expression, sexual orientation, age, socioeconomic status, disability, religion, national origin or military status - that enrich a vibrant metropolitan research university.

We expect every member of our academic family to embrace the underlying values of this vision and to demonstrate a strong commitment to attracting, retaining and supporting students, faculty and staff who reflect the diversity of our larger society.

Religious Holy Days and Observances

Federal law and university policy prohibit discrimination on the basis of religious belief. It is the policy of the University of Louisville to accommodate students, faculty, and staff who observe religious work-restricted holy days.

Students: Students who observe work-restricted religious holy days must be allowed to do so without jeopardizing their academic standing in any course. Faculty are obliged to accommodate students' request(s) for adjustments in course work on the grounds of religious observance, provided that the student(s) make such request(s) in writing during the first two (2) weeks of term. For more information visit [Work Restricted Holiday Calendar](#).

Deans and department chairs must investigate and resolve student complaints arising from alleged faculty failure to make reasonable accommodations under these guidelines.

Severe Weather

If the University of Louisville is closed due to a holiday, there is no impact on online classes. Coursework will be due according to the schedule.

Support Services

BizComm Coaching

About

The BizComm Coaches can offer a variety of FREE assistance on writing, speaking, and team-based assignments. Specific help ranges from dealing with writers block or speech anxiety, to organizing preliminary ideas, to polishing final drafts or fine-tuning presentation graphics.

Contact Information

Laura Tetreault 502-852-4870

Patrick Danner 502-852-4870

Office: Room 392

Email: bizcomm@louisville.edu

To book an appointment, go to <http://business.louisville.edu/bizcomm/bizcomm-coach/> and click on the “Book Appointment” button.

Library Services

Library services are available for students in distance education-online courses, including off-campus access to online databases and Electronic Course Reserves. The UofL librarians are available to assist you with library services. For more information view the [Library Services for Distance Education and Online Courses](#) page.

Technical Support

If you need technical support with your university account, unlocking your password, accessing wireless, Blackboard or other technical issues, contact the HelpDesk at (502) 852-7997. You can chat with a support expert or submit an email by visiting the [HelpDesk Resources](#) website.

University Writing Center

The University Writing Center is committed to supporting the writing of distance education students. If you are taking a distance education course and cannot make a face-to-face appointment at the Writing Center, you can schedule an online consultation through their Virtual Writing Center. They provide both online live chat sessions and, when that's not possible, they can respond to your draft in writing through an eTutoring session. Learn more at the [Writing Center](#) website.

Syllabus Changes

This syllabus is subject to change. Any changes will be posted on the Announcements page of Blackboard and emailed to students' official UofL email account.