



MINOR IN LEADERSHIP STUDIES

COLLEGE OF LIBERAL ARTS

Course: LEAD 1300 Introduction to Leadership Studies

Credit Hours: 3

Prerequisite Courses: None

Meets: Tuesdays & Thursdays 1:30 p.m. – 2:50 p.m.

Location: Cotton Memorial, Room 207

Instructor: Brenda Velazquez, Ed.D.

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Office Phone: (915) 747-8384

Office: Liberal Arts Bldg. RM. 350

Office Hours: by appointment

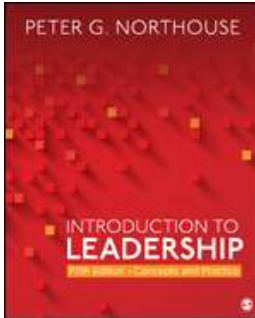
Course Description: LEAD 1300 introduces you to fundamental principles of leadership. The course will further hone and develop not only your understanding of leadership theory, but also your ability to apply theory in real-world contexts. Over the course of the semester, your learning will be shaped by classroom lectures, class discussions, team building activities, self-assessments, case studies, assignments, and exams.

Learning Outcomes:

1. Identify and apply major leadership theories
2. Recall and remember some of the major authors/thinkers, paradigms, and models in leadership studies
3. Apply leadership theories to case studies; identify these theories' pragmatism to real life organizations, situations, and scenarios
4. Be able to observe, identify, and describe leadership theories, skills, and behaviors in the real world
5. Critically analyze major leadership theories' strengths and weaknesses, practicality, and personal utility through class discussion and personal reflection
6. Identify one's leadership style and attributes and be able to articulate your personal leadership characteristics, skills, approach, and
7. Become more aware of how different types of followers react to different leadership styles, approaches, and behaviors
8. Be anxious to critically evaluate leaders and the decisions they encourage regularly in the public media
9. Be excited about leadership as a broad, complex, socially constructed, and multidisciplinary field of study that is more about people than procedures
10. Identify future use of resources to continue to learn about leadership

Required Textbook:

Introduction to Leadership, Concepts and Practice, Fifth Edition,
Peter G. Northouse (2021), SAGE Publications



***** Digital Version: Sage Vantage, Available only on Blackboard****

Attendance: Attending lectures will boost your learning and keep you engaged in the course content. It is understandable that adversities will happen and therefore will be important to communicate with the professor in case you have to miss class.

Course Structure: This is not a “sit-and-get” style lecture course. You are expected to be an active contributor and designer of your own learning, growth, and development.

Core Curriculum Competencies

Core Objective	Definition	How the Core Objective Will be Addressed.
Critical Thinking Skills	To include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.	<ul style="list-style-type: none"> • Written explanations of students synthesize and reason when working through challenges and cases. • Written explanations of problem-solving approaches and resources that have been used. • Presentation of problem-solving processes to class and groups
Communication Skills	To include effective development, interpretation and expression of ideas through written, oral, and visual communication.	<p>This is assessed by analyzing the students’ use of a narrative with correct grammar, spelling, and sound sentence structure. The arguments must also be logically organized:</p> <ul style="list-style-type: none"> • Team-led discussion presentation • Short narratives summarizing concepts and methods in class
Teamwork	To include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.	Teamwork will be assessed through a team challenge, especially designed for students to learn about team building.

Personal Responsibility	To include the ability to connect choices, actions and consequences to ethical decision-making.	Personal responsibility is assessed through an ethical dilemma. The student will write, reflect and share with the class an ethical dilemma he/she has faced, how did the student approach it, and the outcome of the situation.
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By enrolling in **LEAD 1300: Introduction to Leadership Studies** you are also enrolling in a Core Curriculum Course that fulfills the requirements of Critical Thinking Skills (CT), Communication Skills (COM), Empirical and Quantitative Skills (EQS), Teamwork (TW), Personal Responsibility (PR), Social Responsibility (SR).

Course Policies: To create and maintain a positive learning environment, you are expected to take responsibility for your learning and play an active role in developing your academic skills and your own leadership growth. To this end, you are each expected to aspire to excellence.

- **Department:** Emergencies do arise, and you do not need to call me if you are going to be absent; however, I would appreciate an e-mail notification before class, if possible, or soon after. Arrange with your classmates to exchange any class information that is not on the course Blackboard site. Because many discussions will take place during our class meetings, please be sure to listen (and refrain from talking) when another is speaking about class-related issues. Just as you are expected to know and practice academic civility, you are also expected to know and use appropriate Netiquette (see: <http://www.albion.com/netiquette/corerules.html>) for all on-line interactions.
- **Conduct:** You are expected to abide by UTEP's *Handbook of Operating Procedures*. Section II: Student Affairs, Chapter 1: Student Conduct and Discipline clearly defines cheating and plagiarism. Those who cheat or plagiarize face the prospect of dismissal from the class or the university. Any inappropriate behavior, disruptive conduct, or non-compliance with faculty direction can result in a charge of Academic and/or Personal Misconduct, possibly resulting in sanctions imposed either by the instructor or the Dean of Students. For further information refer to <https://www.utep.edu/student-affairs/dean-of-students-office/resources/>
- **Scholastic Integrity:** Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion.
 - Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports.
 - Plagiarism occurs when someone intentionally or knowingly represents words, ideas, or work of another as one's own.
 - Collusion involves collaborating with another person to commit any academically dishonest act. Any act of academic dishonesty

attempted by a UTEP student is unacceptable and will not be tolerated. All suspected violations of academic integrity at The University of Texas at El Paso must be reported to the [Office of Student Conduct and Conflict Resolution \(OSCCR\)](#) for possible disciplinary action. To learn more, please visit [HOOP: Student Conduct and Discipline](#).

- **Statement on Fair Access to All Students:** If you have a disability and need classroom accommodations, please contact The Center for Accommodations and Support Services (CASS) at **747-5148**, or by email to cass@utep.edu, or visit their office located in **UTEP Union East, Room 106**. For additional information, please visit the CASS website at <https://www.utep.edu/student-affairs/cass>
- **Assignments:** It is expected that out-of-class written assignments will be typed (word processed – 12” font) using APA (7th edition) format, free of mechanical errors, and adhere to standards of professional writing. You should keep a copy of every assignment. Keep all returned assignments until the end of the semester. Read the instructions for assignments carefully, budget your time, and start early on each assignment so you are finished and have time to proofread and edit before due dates. Starting early will allow you enough time to take your assignments through multiple drafts and to devote rigorous thought to them. An assignment that does not adhere to the directions will not receive a passing grade. If you have any questions, or if you do not know any of the grading criteria referred to, please ask. I am available by email anytime between the hours of 8:00 a.m. and 8:00 p.m. and will respond as quickly as possible. **Feel free to reach out to me via MS Teams.**

Grading Scheme:

Chapter Assignments, quizzes and self-assessment tools --	50%
Case Studies --	10%
Exams --	20%
Assignments & Presentations --	20%

Chapter Assignments, quizzes, (50%)

The assignments will be based on the digital textbook on Blackboard, Sage Vantage. This includes but not limited to quizzes, videos, and self-assessment tools.

Case Studies (10%)

Most of the case studies will be taken from book chapters. The professor will provide a list of questions to help you reflect on your takeaways of the case studies, and how they can help you in your own leadership journey.

Exams (20%)

There will be a mid-term (10%) and a final exam (10%). The final exam will not be comprehensive; however, the professor will identify topics from the mid-term that are essential to leadership and therefore will also be tested in the final exam.

Assignments and presentations (20%)

The assignments will be based in a combination of the chapters and additional readings assigned by the professor:

Assignment #1 – Leadership Experience (5%)

Assignment #2 – Individual Paper based on the movie Remember the Titans (5%)

Assignment #3 – Leader Interview (10%)

Attendance Policy

Students may not miss more than **8** class meetings. Students missing more than **8** classes will be dropped from the course with a “W”. The instructor reserves the right to drop you from the course if you have excessive absences and have a failing grade. While the instructor reserves that right, you are expected to drop the course by the course drop deadline if you are unable to complete assignments and pass the course.

Course Drop Policy

Spring Drop/Withdrawal deadline is **March 28, 2024**.

Note: Student-initiated drops are permitted after this date, but the student is not guaranteed a grade of W. The faculty member of record will issue a grade of either W or F.

Spring 2024 Course Schedule

Week	Date	Topic	Reading /Assignment
1	1/16/24	Welcome: Introductions, course syllabus review, and value clarification	Read and Complete Assignment(s) & Quiz for Chapter 1 Quiz Chapter 1 due by 1/17/24 @ 11:59 p.m.
	1/18/24	Chapter 1: Understanding Leadership <ul style="list-style-type: none">• Chapter Overview• Leadership Questionnaire• Case Studies	Read and Complete Assignment(s) & Quiz for Chapter 2 Quiz Chapter 2 due by 1/22/24 @ 11:59 p.m. Assignment #1: Leadership Experience

Week	Date	Topic	Reading /Assignment
2	1/23/24	Chapter 2: Recognizing Your Traits <ul style="list-style-type: none"> Chapter Overview 	
	1/25/24	Chapter 2 <ul style="list-style-type: none"> Case Studies Leadership Questionnaire 	Read and Complete Assignment(s) & Quiz for Chapter 3 Assignment #1 Due & Quiz Chapter 3 due by 1/29/24 @ 11:59 p.m.
Week	Date	Topic	Reading /Assignment
3	1/30/24	Chapter 3 Understanding Leadership Styles <ul style="list-style-type: none"> Chapter Overview 	Assignment # 2: Remember the Titans
	2/1/24	Chapter 3 Understanding Leadership Styles <ul style="list-style-type: none"> Case Studies Leadership Questionnaire 	Read and Complete Assignment(s) & Quiz for Chapter 4 Quiz Chapter 4 due by 2/5/24 @ 11:59 p.m.
4	2/6/24	Chapter 4 Attending to Tasks and Relationships <ul style="list-style-type: none"> Chapter Overview 	
	2/8/24	Chapter 4 Attending to Tasks and Relationships <ul style="list-style-type: none"> Case Studies Leadership Questionnaire 	Read and Complete Assignment(s) & Quiz for Chapter 5 Quiz Chapter 5 due by 2/12/24 @ 11:59 p.m.
5	2/13/24	Chapter 5 Developing Leadership Skills <ul style="list-style-type: none"> Chapter Overview 	Assignment #2 Due
	2/15/24	Chapter 5 Developing Leadership Skills <ul style="list-style-type: none"> Case Study Leadership Questionnaire 	Read and Complete Assignment(s) & Quiz for Chapter 6 Quiz Chapter 6 due by 2/19/24 @ 11:59 p.m.

6	2/20/24	Chapter 6 Engaging Strengths <ul style="list-style-type: none"> • Chapter Overview • Discussion on Leader interview 	Assignment #3: Leader Interview
	2/22/24	Chapter 6 Engaging Strengths <ul style="list-style-type: none"> • Case Studies • Leadership Questionnaire 	Read and Complete Assignment(s) & Quiz for Chapter 7 Quiz Chapter 7 due by 2/26/24 @ 11:59 p.m.
7	2/27/24	Chapter 7 Creating A Vision <ul style="list-style-type: none"> • Chapter Overview 	
	2/29/24	Chapter 7 Creating A Vision <ul style="list-style-type: none"> • Case Studies • Leadership Questionnaire 	
8	3/5/24	Midterm Review <ul style="list-style-type: none"> • Review Chapters 1-7 Key Terminology	<i>**Bring your notes and questions to class**</i>
	3/7/2024	Midterm Exam 1:30 p.m. – 2:50 p.m.	Read and Complete Assignment(s) & Quiz for Chapter 8 Quiz Chapter 8 due by 3/18/24 @ 11:59 p.m.
9	3/12/24	Spring Break!	
	3/14/24	Spring Break!	
10	3/19/2024	Chapter 8 Establishing a Constructive Climate <ul style="list-style-type: none"> • Chapter Overview 	Assignment #3 Due
	3/21/2024	Chapter 8 Establishing a Constructive Climate <ul style="list-style-type: none"> • Case Studies • Leadership Questionnaire 	Read and Complete Assignment(s) & Quiz for Chapter 9 Quiz Chapter 9 due by 3/25/24 @ 11:59 p.m.
11	3/26/24	Chapter 9 Embracing Diversity and Inclusion <ul style="list-style-type: none"> • Chapter Overview 	

	3/28/24	Chapter 9 Embracing Diversity and Inclusion <ul style="list-style-type: none"> • Case Studies • Leadership Questionnaire 	Read and Complete Assignment(s) & Quiz for Chapter 10 Quiz Chapter 10 due by 4/1/24 @ 11:59 p.m.
12	4/2/24	Chapter 10 Listening to Out-Group Members <ul style="list-style-type: none"> • Chapter Overview 	Team Challenge Presentations
	4/4/24	Chapter 10 Listening to Out-Group Members <ul style="list-style-type: none"> • Case Studies • Leadership Questionnaire 	Read and Complete Assignment(s) & Quiz for Chapter 11 Quiz Chapter 11 due by 4/8/24 @ 11:59 p.m.
13	4/9/24	Chapter 11 Managing Conflict <ul style="list-style-type: none"> • Chapter Overview 	
	4/11/24	Chapter 11 Managing Conflict <ul style="list-style-type: none"> • Case Studies • Leadership Questionnaire 	Read and Complete Assignment(s) & Quiz for Chapter 12 Quiz Chapter 12 due by 4/15/24 @ 11:59 p.m.
14	4/16/24	Chapter 12 Assessing Ethics in Leadership <ul style="list-style-type: none"> • Chapter Overview 	**Special Activity**
	4/18/24	Chapter 12 Addressing Ethics in Leadership <ul style="list-style-type: none"> • Case Studies • Leadership Questionnaire 	Read and Complete Assignment(s) & Quiz for Chapter 13 Quiz Chapter 13 due by 4/22/24 @ 11:59 p.m.
15	4/23/24	Chapter 13 Overcoming Obstacles <ul style="list-style-type: none"> • Chapter Overview 	

	4/25/24	Chapter 13 Overcoming Obstacles <ul style="list-style-type: none"> • Case Studies • Leadership Questionnaire 	Read and Complete Assignment(s) & Quiz for Chapter 14 Quiz Chapter 14 due by 4/29/24 @ 11:59 p.m.
16	4/30/24	Chapter 14 Exploring Destructive Leadership <ul style="list-style-type: none"> • Chapter Overview • Case Studies • Leadership Questionnaire 	
	5/2/24	Review For Final Exam	-Guidelines for Final Exam -Final Exam due on Thursday, May 9 th @ 8:00 pm

Student Resources

UTEP wants you to succeed in your career, and it provides a variety of resources for your personal and professional success. Here are some of them:

For Tech Support Help and Resources Visit:

- <https://study.sagepub.com/techsupport>
- <https://study.sagepub.com/techsupport/contact>
- Call 1 (800) 818-7243 ext. 7080 or 1 (805) 410-7080
- Monday - Friday, 8:00 A.M. - 11:00 P.M. US EST
- Saturday & Sunday: 11:30 a.m. – 8:00 P.M. US EST

University Writing Center (UWC):

Submit papers to the Writing Center for assistance with writing style and formatting. Ask a tutor for help and explore other writing resources like APA format. UWC may be reached at (915) 747-5112 or <https://www.utep.edu/uwc/>

UTEP Library:

Access a wide range of resources including online full-text access to thousands of journals and eBooks plus reference service and librarian assistance for enrolled students. The UTEP Library may be reached at (915) 747-5672 or <https://www.utep.edu/library/>

- **Help Desk:**

Students experiencing technical challenges (email, Blackboard, software, etc.) can submit a ticket to the UTEP Helpdesk for assistance. Contact the Help Desk via phone, email, chat, website, or in person if on campus. The Help Desk may be reached at 915-747-4357 or https://www.utep.edu/technologysupport/TSCenter/tsc_helpdesk.html

- **Military Student Success Center:**

UTEP welcomes military-affiliated students to its degree programs, and the Military Student Success Center and its dedicated staff are here to help personnel in any branch of service to reach their educational goals. (915) 747-5342, <https://www.utep.edu/student-affairs/mssc/>

COVID-19 PRECAUTION STATEMENT

Please stay home if you have been diagnosed with COVID-19 or are experiencing COVID-19 symptoms. If you are feeling unwell, please let me know as soon as possible, so that we can work on appropriate accommodations. If you have tested positive for COVID-19, you are encouraged to report your results to covidaction@utep.edu, so that the Dean of Students Office can provide you with support and help with communication with your professors. The Student Health Center is equipped to provide COVID-19 testing.

The Center for Disease Control and Prevention recommends that people in areas of substantial or high COVID-19 transmission wear face masks when indoors in groups of people. The best way that Miners can take care of Miners is to get the vaccine. If you still need the vaccine, it is widely available in the El Paso area, and will be available at no charge on campus during the first week of classes. For more information about the current rates, testing, and vaccinations, please visit epstrong.org.