



**Leadership 0010A  
Introduction to Leadership  
Summer 2019**

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**Class Meetings: Tuesdays 6:30 PM-9:30 PM**  
**Class Location: BR 302**  
**Professor: Andrew Knight-Messenger**  
**Office: UH 363**  
**Email: aknigh28@uwo.ca**  
**Office Hours: Tuesdays 2:00 PM-3:00 PM and by appointment**

**Course Description:**

In this course students are introduced to the history and evolution of approaches to leadership, and discover what makes an effective leader in today's world.

**Course Intended Learning Outcomes:**

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

- a. Identify the basic elements, themes, and trends in the study of leadership (*Critical Thinking*)
- b. Discuss and critique the function and purpose of leadership (*Communication, Critical Thinking*)
- c. Critique, compare and evaluate various theories of leadership (*Critical Thinking*)
- d. Evaluate the characteristics of successful leadership (*Inquiry and Analysis, Problem Solving*)
- e. Recognize and evaluate how contemporary leadership theories can help one to develop the knowledge and skills to develop one's own leadership (*Self Awareness and Development, Social Awareness and Engagement, Valuing*)
- f. Participate in sustained academic discussion. (*Communication*)
- h. Reflect upon the impact of the questions raised by the academic study of leadership to one's own assumptions about leadership (*Self Awareness and Development, Social Awareness and Engagement, Valuing*)

**Prerequisite(s):** None

**Antirequisite(s):** None

## Required Readings:

The following materials are **required reading** for students in Leadership 0010A:

1. University of Cambridge Institute of Sustainability Leadership, "Global Definitions and Theories of Leadership Development," 2017.  
Available: <https://tinyurl.com/y76y7xcz>

## Online and Electronic Course Components:

**OWL:** In this course we will be using OWL for the online components of the course. Please refer to the course site on OWL for the most authoritative and up-to-date course outline, schedule, assignment guidelines, and other resources.

**Digital Submissions:** The Personal Reflection must be submitted electronically to OWL before the due date. Written assignments will be submitted via the digital "Assignments" tab on the OWL course site. Many file types are compatible with the submission system, including Microsoft Word, WordPerfect, PostScript, Adobe Acrobat (.pdf), or Rich Text (.rtf) files. If your word processing program uses a file type not listed here, please contact the instructor to check compatibility.

**Submitting Assignments Electronically:** Individual assignments submitted electronically must somehow include your last name in the filename, e.g. Smith\_John\_Personal\_Reflection.pdf

**Late Submissions:** All papers (Personal Reflections and other participatory assignments) are due at 11:55 PM on Tuesdays on OWL, unless other arrangements have been made in advance with the instructor. Late assignments will be penalized 3% a day (weekends [Saturday and Sunday] will count as one day).

## Evaluation and Assignments

| Assignment  | % of Grade | Due Date                        |
|---|------------|---------------------------------|
| Personal Reflection   | 10%        | May 28, 2019                    |
| Presentation  | 20%        | July 16, 2019                   |
| Mid-Term Exam   | 25%        | June 18, 2019                   |
| Final Exam  | 25%        | TBA (July 29-August 1, 2019)    |
| Participation and Engagement<br>(This Includes: Attendance, Participatory Activities, In-Class Group Work, AND Spontaneous Submissions [Either Online or In-Class]) | 20%        | Throughout the Summer 2019 Term |

**Class Participation, and Engagement – 20%:** Class participation and engagement is an important component of this course. Therefore, it is expected that all students will be ‘active’ participants in this course. This means attending all classes, being actively involved in class activities and thoughtful discussion, and completing all assignments.

Your participation grade will be significantly influenced by your active involvement in class, and the quality of that involvement. Lack of participation, or ‘negative participation’, will also significantly influence your participation grade (but in a negative way)! And just so you are aware of the types of activities or behaviours that will be considered ‘negative’ class participation, they include the following: missing classes, talking to classmates about things that are not a contribution to the class discussion, general nonparticipation in or disruption of class/class activities, sleeping during class, coming to class late or leaving early, and distracted use of any of the following electronic devices: cell phones, mp3 players, iPods, iPads, and other electronic devices. Computers may be used in class but ONLY for note taking purposes. Evidence of using the computer for anything other than note taking will be considered negative class participation.

The success of this course depends on you. The students who are most successful in this course fulfill these expectations and engage in all aspects of the course.

### **Papers:**

*General Guidelines:* Each submission should include a title page with your name, student number, e-mail address, the topic title of the assignment and the date upon which you submitted the assignment. All submissions should be double spaced and written in 12pt Times New Roman with 1” margins. Personal Reflections should be submitted to ‘Assignments’ on OWL.

**Personal Reflection Paper – 10%:** Leadership 0010A students will write a paper in response to the question: “What are the qualities of a good leader”. In order to exemplify your answer, discuss the qualities of someone that you consider to be a “good leader”. Your chosen leader can either be a real or fictional figure (i.e. from literature, film, etc.). You need not draw from any secondary sources for this paper. The paper must be 1000 words in length. The due date of the Personal Reflection is May 28, 2019. Personal Reflections will be assessed according to clarity, thoughtfulness of response, attention to detail, creativity, critical analysis, and spelling and grammar.

While no secondary sources are required for the Reflection Paper, any and all sources employed by students in their papers should be cited properly and include a bibliography. All citations and bibliographies should be complete and consistent. Papers should employ either MLA, APA, or Chicago citation style.

**Presentation – 20%:** Students will choose an example of a “good leader” and apply a theory of leadership to analyze their chosen “good leader”. Students will deliver a 10-minute presentation about their leader and their analysis on July 16, 2019. You may utilize notes during your presentation, but should try to avoid using a ‘script’. In addition to delivering a presentation, students should be prepared to address questions about their chosen figure and analysis from their peers in a 2-3-minute question period. Students are expected to be able to engage with their peers’ questions and concerns about their presentation.

Please note that the presentation date is NOT FLEXIBLE (unless proper official documentation is provided to the instructor ahead of time). Students MUST attend class on July 16, 2019 in order to be assessed for their presentation.

**Mid-Term Exam – 25%:** In-class on June 18, 2019 (Week 7), students will have a Mid-Term Exam. Students are responsible for the breadth of information included in the readings and lectures from Weeks 1-6. Additional details about the Mid-Term Exam will be discussed in class.

**Final Exam – 25%:** This is a cumulative exam. Students are responsible for the breadth of information included in the readings and lectures from Weeks 1-12, with a special emphasis upon the readings and lectures from Weeks 7-12. The Final Exam will take place during the university’s Summer, 2019 examination period, and will be set by the Registrar’s Office. Additional details on the Final Exam Test will be discussed in class.

### Course Schedule

| Date                     | Required Reading        | Assignments Due (By 11:55 PM, Mondays)   | Class Topics  |
|--------------------------|-------------------------|--|---|
| <b>SUMMER TERM</b>       |                         |  |   |
| May 7, 2019<br>(Week 1)  |                         | <i>In-Class Assignment: Define Leadership (Part of Participation and Engagement)</i> | Introduction  |
| May 14, 2019<br>(Week 2) | Assignment Instructions |  | What Is Leadership and How Does One Study Leadership? |
| May 21, 2019<br>(Week 3) | Cambridge, pages 1-6    |  | Authority   |

|   |  |  |  |
|---|--|--|--|
| May 28,<br>2019<br><br>(Week 4)                         | Cambridge, pages 6-9                   | <i>Personal Reflection (10%)</i>   | Great Man Theories                             |
| June 4, 2019<br><br>(Week 5)                            | Cambridge, pages 10-16                 |  | Trait Theories                                 |
| June 11,<br>2019<br><br>(Week 6)                        | Cambridge, pages 16-18                 |  | Behavioral Theories                            |
| June 18,<br>2019<br><br>(Week 7)                        |  | <i>Mid-Term Exam (In-Class) (25%)</i>  |  |
| June 25,<br>2019<br><br>(Week 8)                        | Cambridge, pages 19-22                 |  | Contingency Theories                           |
| July 2, 2019<br><br>(Week 9)                            | Cambridge, pages 23-30                 |  | Transactional and Transformational Theories    |
| July 9, 2019<br><br>(Week 10)                           | Cambridge, pages 31-47                 |  | Informal Leadership and Social Movements       |
| July 16, 2019<br><br>(Week 11)                          | Preparation for In-Class Presentations | <i>In-Class Presentations (20%)</i>  | The Future of the Academic Study of Leadership |
| July 23, 2019<br><br>(Week 12)                          | Cambridge, pages 48-50                 | <i>In-Class Assignment: Define Leadership Redux (Part of Participation and Engagement)</i> | Conclusion and Review                          |
| July 29-<br>August 1,<br>2019 –<br>Official Date<br>TBA |  | <i>Final Exam (25%)</i>  |  |

## **2018-19 BRESCIA UNIVERSITY COLLEGE ACADEMIC POLICIES AND REGULATIONS**

### **1. POLICY REGARDING MAKEUP EXAMS AND EXTENSIONS OF DEADLINES**

When a student requests academic accommodation (e.g., extension of a deadline, a makeup exam) for work representing 10% or more of the student's overall grade in the course, it is the responsibility of the student to provide acceptable documentation to support a medical or compassionate claim. All such requests for academic accommodation must be made through an Academic Advisor and include supporting documentation.

Academic accommodation for illness will be granted only if the documentation indicates that the onset, duration and severity of the illness are such that the student could not reasonably be expected to complete her academic responsibilities. Minor ailments typically treated by over-the-counter medications will not normally be accommodated.

Students must submit their documentation along with a request for relief specifying the nature of the accommodation being requested no later than two business days after the date specified for resuming responsibilities. In cases where there might be an extended absence or serious issue, students should submit their documentation promptly and consult their Academic Advisor for advice during their recovery period. Whenever possible, students who require academic accommodation should provide notification and documentation in advance of due dates, examinations, etc. Appropriate academic accommodation will be determined by the Dean's Office/Academic Advisor in consultation with the student's instructor(s). Academic accommodation may include extension of deadlines, waiver of attendance requirements for classes/labs/tutorials, arranging Special Exams or Incompletes, re-weighting course requirements, or granting late withdrawals without academic penalty

Please note that personal commitments (e.g., vacation flight bookings, work schedule) which conflict with a scheduled test, exam or course requirement are not grounds for academic accommodation.

A UWO Student Medical Certificate (SMC) is required if a student is seeking academic accommodation on medical grounds. This documentation should be obtained at the time of the initial consultation with the physician/nurse practitioner or walk-in clinic. A SMC can be downloaded from:

[http://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/medicalform.pdf](http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf). The student must request documentation sufficient to demonstrate that her ability to meet academic responsibilities was seriously affected. Please note that under University Senate regulations documentation stating simply that the student "was seen for a medical reason" or "was ill" is not adequate to support a request for academic accommodation.

The full policy on requesting accommodation due to illness can be viewed at:

[http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&Sele%20ctedCalendar=Live&ArchiveID=#Page\\_12](http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&Sele%20ctedCalendar=Live&ArchiveID=#Page_12)

## 2. ACADEMIC CONCERNS

If you feel that you have a medical or personal challenge that is interfering with your work, contact your instructor and Academic Advisor as soon as possible. Problems may then be documented and possible arrangements to assist you can be discussed at the time of occurrence rather than on a retroactive basis. Retroactive requests for academic accommodation on medical or compassionate grounds are not normally considered.

If you think that you are too far behind to catch up or that your work load is not manageable, you should consult your Academic Advisor. If you consider reducing your workload by dropping one or more courses, this must be done by the appropriate deadlines (refer to the Registrar's website, <http://brescia.uwo.ca/academics/registrarservices/> or the list of official sessional dates in the Academic Calendar, see the Sessional Dates tab at <http://www.westerncalendar.uwo.ca/index.cfm?SelectedCalendar=Live&ArchiveID=>). You should consult with the course instructor and the Academic Advisor who can help you consider alternatives to dropping one or more courses. Note that dropping a course may affect OSAP eligibility and/or Entrance Scholarship eligibility.

## 3. ABSENCES

**Short Absences:** If you miss a class due to a minor illness or other problems, check your course outline for information regarding attendance requirements and make sure you are not missing a test or assignment. Cover any readings and arrange to borrow notes from a classmate. Contact the course instructor if you have any questions.

**Extended Absences:** If you have an extended absence, you should contact the course instructor and an Academic Advisor. Your course instructor and Academic Advisor can discuss ways for you to catch up on missed work and arrange academic accommodations, if appropriate and warranted.

It is important to note that the Academic Dean may refuse permission to write the final examination in a course if the student has failed to maintain satisfactory academic standing throughout the year or for too frequent absence from the class or laboratory ([http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=5&SelectedCalendar=Live&ArchiveID=#SubHeading\\_68](http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=5&SelectedCalendar=Live&ArchiveID=#SubHeading_68)).

## 4. SCHOLASTIC OFFENCES

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at:

[http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page\\_20](http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page_20).

Students are responsible for understanding the nature of and avoiding the occurrence of plagiarism and other academic offences. Note that such offences include plagiarism, cheating on an examination, submitting false or fraudulent assignments or credentials, impersonating a candidate, or submitting for credit in any course without the knowledge and approval of the instructor to whom it is submitted, any academic work for which credit has previously been obtained or is being sought in another course in the University or elsewhere. Students are advised to consult the section on Scholastic Discipline for Undergraduate Students in the Academic Calendar.

If you are in doubt about whether what you are doing is inappropriate or not, consult your instructor, the Academic Dean's Office, or the Registrar. A claim that "you didn't know it was wrong" is not accepted as an excuse.

The penalties for a student guilty of a scholastic offence (including plagiarism) include refusal of a passing grade in the assignment, refusal of a passing grade in the course, suspension from the University, and expulsion from the University.

### **Plagiarism:**

Students must write their essays and assignments in their own words. Whenever students take an idea or a passage from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offence.

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (<http://www.turnitin.com>).

### **Computer-marked Tests/exams:**

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating. Software currently in use to score computer-marked multiple-choice tests and exams performs a similarity review as part of standard exam analysis.

## **5. PROCEDURES FOR APPEALING ACADEMIC EVALUATIONS**

All appeals of a grade must be directed first to the course instructor. If the student is not satisfied with the decision of the course instructor, a written appeal is to be sent to the School Chair. If the response of the Chair is considered unsatisfactory to the student, she may then submit a written appeal to the Office of the Dean. If the student is not satisfied with the decision of the Dean, she may appeal to the Senate Review Board Academic (SRBA), if there are sufficient grounds for the appeal. For information on academic appeals you can consult your Academic Advisor or see the Student Academic



Appeals – Undergraduate in the Academic Calendar

[http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&Sele%20ctedCalendar=Live&ArchiveID=#Page\\_14](http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&Sele%20ctedCalendar=Live&ArchiveID=#Page_14).

Note that final course marks are not official until the Academic Dean has reviewed and signed the final grade report for the course. If course marks deviate from acceptable and appropriate standards, the Academic Dean may require grades to be adjusted to align them with accepted grading practices.

## **6. PREREQUISITES**

Unless you have either the prerequisites for a course or written special permission from the Dean to enroll in it, you will be removed from the course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisite(s).

## **7. SUPPORT**

### **Support Services**

The Brescia University College Registrar's website, with a link to Academic Advisors, is at <http://brescia.uwo.ca/academics/registrar-services/>. The website for the Student Development Centre at Western is <http://www.sdc.uwo.ca/>.

### **Mental Health and Wellness**

Students may experience a range of issues that can cause barriers to your learning, such as increased anxiety, feeling overwhelmed, feeling down or lost, difficulty concentrating and/or lack of motivation. Services are available to assist you with addressing these and other concerns you may be experiencing. You can learn more about mental health and wellness at Brescia at <http://brescia.uwo.ca/life/mental-health-wellness/>. Students who are in emotional/mental distress should refer to Health and Wellness at Western, [http://uwo.ca/health/mental\\_wellbeing/index.html](http://uwo.ca/health/mental_wellbeing/index.html), for information about how to obtain help for yourself or others.

### **Sexual Violence**

All members of the Brescia University College community have a right to work and study in an environment that is free from any form of sexual violence. Brescia University College recognizes that the prevention of, and response to, Sexual Violence is of particular importance in the university environment. Sexual Violence is strictly prohibited and unacceptable and will not be tolerated. Brescia is committed to preventing Sexual Violence and creating a safe space for anyone in the Brescia community who has experienced Sexual Violence.

If you or someone you know has experienced any form of Sexual Violence, you may access resources at <http://brescia.uwo.ca/life/sexual-violence/>.

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Portions of this document were taken from the Academic Calendar, the Handbook of Academic and Scholarship Policy and the Academic Handbook of Senate Regulations. This document is a summary of relevant regulations and does not supersede the academic policies and regulations of the Senate of the University of Western Ontario.