



BUS 301 - Leadership Theory and Practice

Course Description:

The 3 credit course, over two semesters, is a supervised practical student leadership experience at Ambrose with an on-line component. Only second year students and above, participating in one of the following leadership positions, would be eligible for participation: Residence Assistants, Athletic Leadership Council, Chapel Coordinator, Student Councils, Ambrose 101 Leaders, Career Peer Counsellors and Missions Society. Readings, written assignments, journaling, lectures and retreats will help students reflect on and integrate knowledge with practical experience as a student leader at Ambrose.

Instructor Information:

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Leadership Team Advisors

Course Prerequisite: must have completed 30 credits

Course Objectives:

Upon completion of the course, the student should be able to:

- Articulate general leadership and servant leadership theory, as it relates to their leadership position
- Assess organizations based on their leadership approach
- Demonstrate a capacity to cast vision, take action, mobilize others and see meaningful change in their area of responsibility
- Demonstrate a deeper understanding of the professional skills, competencies, and challenges unique to the process of becoming a leader
- Articulate a biblical/Christian view of leadership
- Articulate a deeper understanding of self-attributes and characteristics that are influential in becoming an effective leader and a contributing member of society

Required Readings

Page, Don. (2009). *Servant Empowered Leadership: A Hands-On Guide to Transforming You and Your Organization*. Langley B.C., Power to Change.

Nouwen, Henri J.M. (1989) *In the Name of Jesus: Reflections on Christian Leadership*. London, Darton, Longman and Todd.

De Pree, Max. (2004). *Leadership is an Art*. New York. Doubleday.

Laub, Jim. (2004). *Defining Servant Leadership: A Recommended Typology for Servant Leadership Studies*, available at:

http://www.regent.edu/acad/sls/publications/conference_proceedings/servant_leadership_roundtable/2004/proceedings.htm

Attendance:

The general expectation is that students will attend all the retreats and complete all assignments.

Course Requirements:

1. On-line original and responsive entries on Moodle(20%) **(due July 15, 2011 and August 29, 2011)**
2. Optional pre-retreat hike
3. Participation in Fall Leadership Retreat (10%) **(August 30 – Sept 2, 2011)**
4. Journals (20%)**(due Sept 15, Oct 15, Nov 15, Jan 15, Feb 15 and March 15)**
5. Participation in Winter Leadership Retreat at King's Fold (5%) **(January 9th, 2012)**
6. Written Assignment (25%) **(due April 12, 2012)**
7. Leadership work experience of 8-12hrs/week is expected for all positions **(September 2011 – April 2012)**
8. Completed Evaluation of work experience by faculty/staff advisor (20%) **(due April 22, 2012)**

All requirements must be completed to receive a passing grade in this course.

Online Responses:

Students will contribute 4 original and 4 responsive entries to an on-line discussion forum, related to the assigned readings. Original contributions are to be at least 500 words each, response entries are to be at least 100 words. The original contributions will include a brief summary of one of the assigned readings (or one of its major points) and a thoughtful response to it. The response entries will be on-line responses to another student's original contribution. These responses will be an informed reaction to the original student's analysis.

Written Integrated Assignment:

Students will write a seven (7) page (double-spaced) that applies relevant leadership theory to their leadership experiences. The paper should integrate key theoretical concepts from required

readings, a Christian worldview and salient personal and group leadership experiences over the academic year.

Journals:

Students will keep records of leadership activities and personal experiences through the year. The journal should be three (3) pages (double-spaced) and incorporate inter and intrapersonal experiences and self-care in a manner that is reflective, exploratory and thoughtful. The student will be responsible for finding a journal article or book chapter, related specifically to their position of leadership, that must be integrated into each journal submission.

Course Schedule:

Date	Activity
May 20, 2011	Launch online Moodle component with assigned readings by Page, De Pree and Nouwen and Laub
July 15, 2011	Four (4) original responses
August 29, 2011	Four (4) response to original responses of other submissions
August 25 - Sept 2, 2011	Leadership Retreat <ul style="list-style-type: none"> • Leadership Theory (from <i>Servant Empowered Leadership</i>, chapter 1 and <i>Leadership is an Art</i>) • Case Study (WestJet, TD Industries and Synovus Financial Corporation) • Servant Leadership Theory (from <i>Defining Servant Leadership</i> and <i>Servant Empowered Leadership</i> chapter 2 and 3 Page) • Vision Casting (from <i>Servant Empowered Leadership</i>, chapter 4) • Teamwork and communication (from <i>Servant Empowered Leadership</i>, chapters 5,6,7,8) • Servant Leadership Self-Assessment (from <i>Servant Empowered Leadership</i>) • Supervised strategic and tactical planning and scheduling for the upcoming year
September 2, 2011 – April 14, 2012	Leadership work experience in various positions with 8-12hrs/week expected excluding Christmas and reading break.
September 15, 2011	Journal Submission 1
October 15, 2011	Journal Submission 2
November 15, 2011	Journal Submission 3
January 9, 2012	King’s Fold Retreat

	<ul style="list-style-type: none"> • Ethical Competency: Self-Care as student leader • Goal review and planning
January 15, 2012	Journal Submission 4
February 15, 2012	Journal Submission 5
March 15, 2012	Journal Submission 6
April 15, 2012	Written Integrated Assignment
April 22, 2012	Evaluation Form by Advisor

Electronic Etiquette

Students are expected to treat their instructor, guest speakers and fellow students with respect. It is disruptive to the learning goals of a course or seminar and disrespectful to fellow students and the instructor to engage in electronically-enabled activities unrelated to the class, during a class session. Please turn off all cell phones and other electronic devices during class. Laptops should be used for class-related purposes only. Please do not use iPods, MP3 players or headphones. Do not text, read or send personal emails, go on Facebook or other social networks, search the internet or play computer games during class. The professor has the right to disallow the student to use a laptop in future lectures and/or ask a student to withdraw from the session if s/he does not comply with this policy. Repeat offenders will be directed to the Dean. If you are expecting communication due to an emergency, please speak with the professor before the class begins.

Important Notes/Dates:

The last day to voluntarily withdrawal from this course without financial penalty (**drop**) is May 30th, 2011. *If dropped by May 30th, this course will not appear on the student's transcript.* Students cannot audit this course.

Withdrawal from this course after the Registration Revision (May 30th, 2011) period will not be eligible for tuition refund. The last day to voluntarily withdraw from a course without academic penalty (**withdraw**) – Thursday, June 30th, 2011. A grade of “W” will appear on the student’s transcript.

Students wishing to withdraw from a course, but who fail to do so by the applicable date, will receive the grade earned in accordance with the course syllabus. A student obliged to withdraw from a course after the Withdrawal deadline, because of health or other reasons, may apply to the Registrar for special consideration.

Grading: The available letters for course grades are as follows:

% Grade Letter Grade Description

95% to 100%	A+
90% to 94%	A Excellent
85% to 89%	A-
80% to 84%	B+
76% to 79%	B Good
72% to 75%	B-
68% to 71%	C+
64% to 67%	C Satisfactory
60% to 63%	C-
55% to 59%	D+
50% to 54%	D Minimal Pass
0% to 49%	F Failure

Please note that final grades will be available on your student portal. Printed grade sheets are no longer mailed out.

An appeal for change of grade on any course work must be made to the course instructor within one week of receiving notification of the grade. An appeal for change of final grade must be submitted to the Office of the Registrar in writing within 30 days of receiving notification of the final grade, providing the basis for appeal. A review fee of \$50.00 must accompany the appeal to review final grades. If the appeal is sustained, the fee will be refunded.

A \$150 course fee will be added to help cover some of the retreat costs.

Academic Policies

It is the responsibility of all students to become familiar with and adhere to academic policies, as stated in the Student Handbook and Academic Calendar. Personal information, that is information about an individual that may be used to identify that individual, may be collected as a requirement as part of taking this class. Any information collected will only be used and disclosed for the purpose for which the collection was intended. For further information contact the Privacy Compliance Officer at privacy@ambrose.edu.

Extensions

Although extensions to coursework in the semester are at the discretion of the instructor, students may not turn in coursework for evaluation after the last day of the scheduled final examination period, unless they have received permission for a "Course Extension" from the Registrar's Office. Requests for course extensions or alternative examination time must be submitted to the Registrar's Office by the appropriate deadline (as listed in the Academic

Calendar <http://www.ambrose.edu/publications/academiccalendar>). Course extensions are only granted for serious issues which arise “due to circumstances beyond the student’s control.”

Academic Integrity

We are committed to fostering personal integrity and will not overlook breaches of integrity, such as plagiarism and cheating. Academic dishonesty is taken seriously at Ambrose University College, as it undermines our academic standards and affects the integrity of each member of our learning community. Any attempt to obtain credit for academic work through fraudulent, deceptive, or dishonest means is academic dishonesty. Plagiarism involves presenting someone else’s ideas, words, or work as one’s own. Plagiarism is fraud and theft, but plagiarism can also occur by accident when a student fails or forgets to give credit to another person’s ideas or words. Plagiarism and cheating can result in a failing grade for an assignment, for the course, or immediate dismissal from the university college. Students are expected to be familiar with the policies in the current Academic Calendar and the Student Handbook that deal with plagiarism, cheating, and the penalties and procedures for dealing with these matters. All cases of academic dishonesty are reported to the Academic Dean and become part of the student’s permanent record.