



## MHR 2210: Personal Leadership and Team Effectiveness Syllabus

### Course Meeting Information:

Summer Term 2018 Online  
Video lectures and one-on-one meetings:

### Office Hours:

by appointment  
Mondays/Online, 4:30 – 6:00 p.m

**This class will meet in person on June 11<sup>th</sup> and July 23<sup>rd</sup> at 4:30 p.m. in Gerlach Hall, Room 315. The rest of the course will take place online only.**

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### COURSE OVERVIEW

Builds leadership self-awareness through assessments, feedback, and reflections on 20-hr/week internship project. Also cultivates essential project management skills, guided by online readings.

### COURSE GOALS AND OBJECTIVES

This course focuses heavily on developing personal leadership competencies in the context of an internship and online readings and self-assessment. We will first focus on self-awareness and strengths, then move toward a team-mindset that can be applied to your internship experience, and culminate the course with a community-focused framework of understanding.

**Course Goals:** Through this course, students will:

- 1) Develop an understanding of a leadership competency model and how it is used for personal development
- 2) Develop an understanding of principled and inclusive leadership
- 3) Build awareness of community issues and increase their ability to positively influence their communities
- 4) Practice their personal leadership, team effectiveness, and project management skills while participating in a unique internship experience

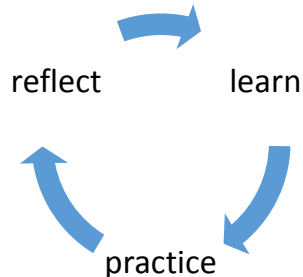
**Course Objectives:** By the end of this course, students will learn how to:

- 1) Identify personal strengths and areas for growth using a leadership competency model
- 2) Formulate a personal development plan to improve leadership competencies
- 3) Exhibit positive influence and leadership skills in the community
- 4) Apply project management skills to solve a problem by participating in an intensive internship experience
- 5) Evaluate personal performance through reflections

### COURSE LOGISTICS

The class meets online via podcasts, videos, and readings. There will be a launch and final meeting for the entire class. Students will work through variation of online lectures and reflections based on client interactions and assignments. The course is designed for students to interact in the working world and spend time personally reflecting, practicing team building skills, and reading a variety of materials that will

help them to navigate their new challenges. The nature of this course is to allow students the opportunity to practice the skills they learn in the virtual classroom, and be able to apply them to their future coursework in the Leadership Certificate, degree programs at The Ohio State University, and professional careers. Class sessions will continuously move through a cycle of **learning, practicing, and reflecting**.



### **COURSE ATTENDANCE**

Due to the varied nature of our interactions **it is critical that you are engaged** in each online discussion and journal reflection, and that your responses are well-thought-out and thorough. Your presence at your internship will be your own responsibility, and your performance will be regularly assessed by your direct contact at your respective company. It will be your responsibility to maintain positive relationships with your client contact and to meet the demands of the internship throughout these 8 weeks.

**We will be reaching out to schedule one-on-one sessions twice in the 8-week period. You will also be expected to participate in the course launch and final course reflection.**

If you are unable to attend a required activity, it is your responsibility to inform the faculty and/or client as soon as you know of the conflict. University recognized excused absences (illness or injury to self/family, death in the family) will be accommodated at the faculty discretion on a case-by-case basis. All other scheduling conflicts are your responsibility to communicate in a timely manner. Failure to communicate will result in loss of participation points.

### **STANDARDS OF INTEGRITY AND CONDUCT**

It is the responsibility of the Committee on Academic Misconduct to investigate or establish procedures for the investigation of all reported cases of student academic misconduct. The term academic misconduct includes all forms of student academic misconduct wherever committed; illustrated by, but not limited to, cases of plagiarism and dishonest practices in connection with examinations. Instructors shall report all instances of alleged academic misconduct to the committee (Faculty Rule 3335-5-487). For additional information, see the Code of Student Conduct ([http://studentaffairs.osu.edu/resource\\_csc.asp](http://studentaffairs.osu.edu/resource_csc.asp)).

Plagiarism is representing someone else's words or ideas as your own. It is a form of academic dishonesty and it is not tolerated. Plagiarism includes, but is not limited to: handing in someone else's work as your own; taking credit for ideas that are not your own; including in your work phrases, sentences, paragraphs or any text from a book, article, or website without marking the text as a quotation and citing the source; and paraphrasing text from a source (i.e., taking an idea from a source while not quoting it exactly) without citing the source. Any student found to have plagiarized on any assignment may receive a failing grade for the semester. Additionally, the instructor will notify the Committee on Academic Misconduct. See [http://cstw.osu.edu/writingCenter/handouts/research\\_plagiarism.cfm](http://cstw.osu.edu/writingCenter/handouts/research_plagiarism.cfm) for further discussion of plagiarism.



## **ACCOMMODATIONS/DISABILITY STATEMENT**

Diversity includes, but is not limited to race, ethnicity, national origin, tribal affiliation, sex, gender, gender-expression/identity, sexual orientation, socioeconomic status, age, physical abilities or religious affiliation. Students are encouraged to think critically about diversity and about the social privileges they are afforded. Students are encouraged to expand their knowledge of other cultures. It is important that we honor individual differences by (a) listening and respectfully responding to individuals with varied beliefs and backgrounds, and (b) discussing conflicting viewpoints in a calm and respectful manner.

Should you need any accommodation in the classroom due to a disability, please contact the Office for Disability Services ([www.ods.ohio-STATE.edu](http://www.ods.ohio-STATE.edu)) and inform your instructor as soon as possible. We rely on the Office of Disability Services to provide us with information and resources regarding students with disabilities in our classroom. The Office for Disability Services is located in 150 Pomerene Hall, 1760 Neil Avenue; telephone (614) 292-3307, TDD 292-0901.

## **BOOKS AND READINGS**

*Leaders Eat Last: Why Some Teams Pull Together and Others Don't*

*SINEK, SIMON* ISBN-10: 1591848016 ISBN-13: 978-1591848011

Other reading materials are available in Carmen.

## **GRADING**

A total of 200 points will be awarded through this course. Individually graded items will be assessed based on your sole contributions. Team graded items will be assessed against a rubric, measuring the contributions of the entire team to the final product, so long as all members have contributed equally throughout the semester\*.

- 35% of your grade is based on your internship project reflections and journals;
- 35% of your grade is based on your other individual assignments: surveys, simulations, quiz, leadership interview, and communication flow
- 20% of your grade is based on your internship reflection; pdp paper
- 10% of your grade is based on your attendance and participation