

Fall 9-1-2018

BMGT 420.01: Leadership and Motivation

Sherry L. Liikala

University of Montana - Missoula, sherry.liikala@umontana.edu

Let us know how access to this document benefits you.

Follow this and additional works at: <https://scholarworks.umt.edu/syllabi>

Recommended Citation

Liikala, Sherry L., "BMGT 420.01: Leadership and Motivation" (2018). *Syllabi*. 7981.
<https://scholarworks.umt.edu/syllabi/7981>

This Syllabus is brought to you for free and open access by the Course Syllabi at ScholarWorks at University of Montana. It has been accepted for inclusion in Syllabi by an authorized administrator of ScholarWorks at University of Montana. For more information, please contact scholarworks@mso.umt.edu.

University of Montana
College of Business
BMGT 420-01 (3 cr.): Leadership & Motivation/Service Learning
MW 9:30 – 10:50am GBB L09
Fall 2018 Course Outline

Professor: Sherry Liikala
Office: 351
Phone: 243-6197
email: sherry.liikala@business.umt.edu

Office Hours: Monday, Wednesday 11:00 – 12:30

Required Text: The Leadership Experience, 7th Edition, by Richard L. Daft

Note: Access code required!

Power Point slides outlining course lecture topics and related course documents will be posted on Moodle.

Pre-requisites: Completion of BMGT 340 (with C- or better)

Course Overview and Learning Objectives:

This course is focused on the study of fundamental concepts, theories, and models of leadership and motivation. Selected topics include: trait and behavioral theories of leadership, charismatic and transformational leadership, power and influence, emotions and justice perceptions in motivation, expectancy and equity theories. In exploring leader effectiveness, several different perspectives will be utilized, including follower, leader, and observer. Motivation will be explored in a number of contexts, specifically personal motivation and motivation of others. This course is going to require students to utilize skills that are necessary for effective leadership including self-awareness, interpersonal skills, presentation skills, organization and time management, and critical thinking.

Primary course objectives.

1. BMGT 420 provides students the opportunity to review and learn new leadership and motivation theories and offers application of these theories in their own experience in the Missoula community. A combination of readings, films, self and group assessments, and in-class exercises will be used to enhance learning and understanding in this area and the “outside world” experience will have each student take on a service learning project.
2. Students develop leadership skills as related to effective management practices and will explore their own development into the person they want to be.

Secondary objectives.

1. BMGT 420 builds self-awareness and develops students’ own skills in the main areas through various assignments and experiences.
2. BMGT 420 emphasizes the use of excellent communication skills, in writing, presenting, and interactions with community organizations. Students will speak in front of the class and/or in small groups, complete several writing assignments, and will communicate with community partners.

Learning Outcome Summary.

At the end of this course, students should be able to:

1. Recognize and describe the role of leaders in business and other types of organizations
 2. Differentiate between leaders and managers
 3. Identify the relevant contingencies which influence leader effectiveness
 4. Describe the determinants of leader development
 5. Identify and add to his or her own repertory of effective leader behaviors, and to better articulate a personal leadership development agenda
 6. Exhibit confidence in oral and written communication skills.
-

University and College of Business Codes of Conduct

All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or a disciplinary sanction by the University. The University of Montana Student Conduct Code specifies definitions and adjudication processes for academic misconduct and states, "Students at the University of Montana are expected to practice academic honesty at all times." All students need to be familiar with the Student Conduct Code. It is the student's responsibility to be familiar the Student Conduct Code. Section V.A., available at http://www.umt.edu/vpsa/policies/student_conduct.php

The College of Business Student and Faculty Professional Code of Conduct can be found at: <http://www.business.umt.edu/Soba/SoBAEthics/CodeofProfessionalConduct.aspx>

Mission Statements and Learning Goals

Mission:

The University of Montana's College of Business enhances lives and benefits society by providing a world-class business education in a supportive, collegial environment.

We accomplish this mission by acting on our shared core values of creating significant experiences, building relationships, teaching and researching relevant topics, behaving ethically, and inspiring individuals to thrive.

As part of our assessment process and assurance-of-learning standards, the College of Business (CoB) has adopted the following learning goals for our undergraduate students:

Learning Goal 1: CoB graduates will possess fundamental business knowledge.

Learning Goal 2: CoB graduates will be able to integrate business knowledge.

Learning Goal 3: CoB graduates will be effective communicators.

Learning Goal 4: CoB graduates will possess problem solving skills.

Learning Goal 5: CoB graduates will have an ethical awareness.

Learning Goal 6: CoB graduates will be proficient users of technology.

Learning Goal 7: CoB graduates will understand the global business environment in which they operate.

Students with Learning Disability:

DSS Students with disabilities may request reasonable modifications by contacting me within the first two weeks of class. The University of Montana assures equal access to instruction through collaboration between students with disabilities, instructors, and Disability Services for Students (DSS). "Reasonable" means the University

permits no fundamental alterations of academic standards or retroactive modifications. If you think you may have a disability adversely affecting your academic performance, and you have not already registered with DSS, please contact DSS in Lommasson 154. I will work with you through DSS to provide an appropriate accommodation. For more information, please consult <http://www.umd.edu/disability>.

Teaching Philosophy:

It is my responsibility to teach; preparing you for your career; whatever it may be. I take my responsibility very seriously as do I take each student seriously. My approach to teaching is based on observation – that is, I share knowledge with you drawing on my experience in the field consistent with the academic principles of the subject being taught. The intent of my teaching style is simple: provide and encourage an environment and atmosphere that inspires learning. The upshot to you of my teaching style is this - if you are not in class, you cannot learn.

Class Conduct:

The classroom is a place for learning the material being taught. Anyone whose behavior distracts me from teaching or students from learning will be asked to leave. This class is designed to be interactive such that we can learn from each other. As such, I require students to attend class sessions prepared to listen, contribute and ask questions. This is particularly important since I write my own exams and derive test/quiz questions from material presented in class lectures, text reading material, videos, case discussion questions, and classroom discussions. I encourage student participation continuously simply by asking thoughtful questions in a manner that students can relate to. I urge students to participate and not worry about being right or wrong – I endeavor to reward the courage it takes to participate, not punish. It is critical that to prepare for the “sink or swim” world of business that each student learns how to speak up and share thoughts, opinions and/or ideas. The classroom is a perfect place to develop a comfort level without being judged. **It is each student’s responsibility to make arrangements to get the information from missed classes from another classmate. Do not ask me what you missed or for my lecture notes.**

Please make sure your cell phones are turned off or are in the silent mode. Computers may be used during class **only for the purpose of note taking** – if I see or am informed of anyone using their device for any other purpose that student will lose the ability to utilize their device for the remainder of the semester.

Communications:

There are several ways a student may communicate with me; email is not always the best or preferred way – it should only be used in instances where you want to inform as opposed to ask for special consideration or manage conflict. When using email, **Students need to use their designated university email address**. When possible, I prefer and ask that students visit with me in person if communication is required. Under NO circumstance is it acceptable to call my personal phone number, please only call my office number. I ask this of students not to be difficult, but instead as a way to get students to exercise discipline, develop and nurture people skills and to avoid misunderstanding, miscommunication and passive aggressive behavior in general.

Reading Assignments:

Reading assignments will primarily come from the required text. My practice is to begin lecturing on a specific topic/concept and then, when appropriate, assign readings. This should allow students to better apply and retain the information that is read. However, the flip side of this is that when I assign reading, students must do

the reading within the time frame required. I will only clarify questions from reading during the class day on which the reading was to be completed. I will not address questions from reading outside class or via email.

Exams (40%):

Two exams, each worth 20%, will be given corresponding to the lectures and readings. The format of the for exams will be a combination of T/F, multiple choice, fill-in-the-blank and short answer. You may also be asked to illustrate a concept by graphically representing an answer, etc. The degree of difficulty for exam questions is consistent with a 400-level class and will require a degree of understanding of concepts that allows students to apply concepts, not simply memorize content. The second exam will be given during finals week, but will not be a cumulative exam.

Leader's Self-Assessments Exercises (10%):

Included at the end of this document is a page that outlines, by chapter, the assessments that are to be completed. This requires that student's not only answer the questions, but also evaluate their answers quantitatively and qualitatively (in written note form). Your written comments/notes regarding the results/leadership implications of the assessments are required to be turned in as an appendix.

A total of 20 exercises each involving an assessment of your attitude/aptitude according to specific variables. For each exercise completed by the due date you will earn .05% of the 10% total. For each assessment, you will need to:

- a. Answer the questions
- b. Tally (quantitatively or qualitatively) your answers and determine your results
- c. Prepare notes that addresses the questions outlined at the end of each exercise and include your own observations (e.g., I was surprised to learn that I thought myself to possess more verbal intelligence, but from the exercise I am clearly more logical-mathematical.)

Please note that there are due dates for each of the assessments. All assessments are available starting on September 12. You can start/complete the assessments immediately, without having to wait for the material to be covered in class. However, once the due date has passed, you will no longer be able to gain access to the assessment in order to complete it and will not be able to receive credit for them.

Service Learning Project (10%: 5% for approval of project by Oct. 1 & 5% for completion of 15 hours):

Service Learning is a method of teaching and learning in which students, faculty, and community partner's work together to enhance student learning by applying academic knowledge in a community-based setting. Student work addresses the needs of the community as identified through collaboration with community or tribal partners, while meeting instructional objectives through faculty-structured service work and critical reflection meant to prepare students to be civically responsible members of the community. At its best, service learning enhances and deepens students' understanding of an academic discipline by facilitating the integration of theory and practice, while providing them with experience that develops life skills and engages them in critical reflection about individual, institutional, and social ethics.

The Service Learning Project involves "live" practice sessions in **leadership and followership**, motivated/directed learning in one area of leadership, journaling/keeping track of what happens in the project, gathering feedback, reflecting on the overall process/project, and building a reflection and leadership development plan. Students should read this portion of the syllabus carefully before deciding what to do for their projects. Ideally, students should make plans early in the semester to complete both leadership and followership components by mid-

November. Students will integrate what they learn from the Service Learning Project into their Leadership Report.

Criteria

Hours Required: Students are expected to log **at least 15 hours** of service **at a non-profit organization** of their choice in the Missoula area. Students must spend **at least 10** of those hours in a leadership position or actively involved in leading in some way (e.g., leading a project, coaching someone else in development of a skill, etc.). Students must spend the remaining portion of their hours (**at least 5 hours**) in a followership position or actively involved in following in some way. Students may not:

- 1) do something they are currently doing for their job or
- 2) participate in a project where all or a majority of the hours are completed in a brief number of engagements. **The service must be performed over the course of the semester.**

All projects must be approved by the instructor no later than Monday, October 1, 2018 in order to receive 5% towards total grade. Students self-select the organization to provide service to and in what capacity in both leadership and followership roles. Each student needs to submit the service learning set-up paperwork, with their supervisor's signature to the instructor for approval. This document is available on the class Moodle page.

Students are required to keep track (provide an audit trail) of the time associated with service learning. This journal will be turned in along with your originally signed set-up paperwork as an appendix in the final report.

Leadership Report (35%):

Using the Self-Assessments questionnaires from the text, students are required to conduct an analysis of self. The exercises enable students to learn about their own leadership orientation, style, beliefs, skills, etc. The results of these exercises will be combined with the experience from the Service Learning Project to create a Leadership Plan. This is a detailed, introspective plan that will require a great deal of self-discipline in order to present a project that is of high quality to me and of high value to you. An outline for this report/plan will be provided via Moodle and one entire class day will be spent on Wednesday, September 12 going over all the requirements in detail.

Rough Draft with Writing Center Session (5%) – no later than November 02, 2018

Students are required to prepare a rough draft of section I (Leadership Self-Assessment) A (Introduction) & B (My Leadership Orientation) of the Leadership Report and schedule a tutoring appointment with The Writing Center. This appointment must occur no later than close of business Friday, November 2, 2018. Please see the "Writing Center Form" for specific information/requirements (available on Moodle in the "Leadership Report Stuff" folder.

Students will need to bring the rough draft to your tutoring session and use the feedback to improve your paper. Students must complete, have signed and turn this form in with your final paper (Appendix 5). Failure to meet with The Writing Center and turn in this signed form by the writing center will result in a zero for 10-percent of the total grade for the class. Schedule your appointment by visiting www.umt.edu/writingcenter or by stopping by Lommasson 271.

Grading and Scale:

Exams (2):	40% (20% each)
Service Learning Project:	10% (5% for approval of project by Oct. 1 and 5% for completion of 15 hours)
Leadership Report Draft (Section I A&B) w/Writing Center	5%
Completion of Self-Assessment Exercises by due date	10% (.05% each)
Leadership & Service Learning Report:	35%

Grading scale:	93-100 = A
	90-92 = A-
	87-89 = B+
	83-86 = B
	80-82 = B-
	77-79 = C+
	73-76 = C
	70-72 = C-
	60-69 = D
	59 and below = F

Each student will receive the grade they earn. Students are responsible to keep track of their own grade. Grades for each component as well as a running total of the student's cumulative grade can be viewed via Moodle. Please bear in mind that I am not in the habit of allowing individual students to earn extra credit as a means by which to offset poor performance on the required graded elements. I may have optional extra credit questions on exams that any/all students may earn, but individual students will not be offered extra credit to compensate for poor performance at any point, including after final grades are submitted.

Fall 2018 Class Schedule:

Monday, September 3	Labor Day (No Class)
Monday September 10	Service Learning Project Overview & Opportunities
Wednesday, September 12	Overview of Leadership Report
Monday, October 1	Last day for Service Learning approval paperwork to receive 5%
Monday, October 22	Exam 1
Friday, November 02	Last day to engage Writing Center to receive 5%
Monday, November 12	No class (Veteran's Day)
Monday, November 19	Leadership Report Due
Wednesday, November 21 – 23	No Class (Thanksgiving Break)
Wednesday, December 12 (8 - 10am)	Exam 2 (non-cumulative)