



**ALEC 102- Personal Leadership Development
Agricultural Leadership Education and Communication**

Course Instructor:
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Office Hours: Tuesday & Thursday 2:00 pm – 3:00 pm or by appointment

Course Time and Location:
TR 12:40-1:55 BAS 136

Course Description:

Personal leadership development is a journey of self-discovery. The course is designed to provide you with an opportunity to explore your personal leadership potential. Using a variety of self-assessments and reflection, students will identify personal motivators, ethics, values and vision. This course is designed for all students who are interested in positions of leadership and who want to learn more about making themselves, as well as the groups and teams they work with more effective. The class uses discussion, reflection and self-assessment to provide a base for personal growth and development. Leadership development from an individual perspective is the center of the course. Interpersonal competencies are explored. In addition, current agriculture topics and their relation to leadership will be highlighted.

Course Objectives:

- 1) Become aware of, apply, and reflect upon personal leadership capacities through self-assessments and experiential learning
- 2) Identify and develop your personal leadership style and strengths
- 3) Discover ways to integrate personal leadership in interpersonal relationships
- 4) Examine group communication strategies and techniques.
- 5) Analyze problems associated with working in a group or team.
- 6) Evaluate group and team performance, which includes examining effectiveness of a group/team and ways to improve performance.

Course Textbook Required:

1. Rath, Tom. (2007). StrengthsFinder 2.0

Email & Canvas:

All students are expected to check email and canvas on a regular basis. Please ensure that you have access to these services. Additional handouts, readings and supplemental material and information including your grades will be accessible.

Course Expectations:

First and foremost, this class should be fun and enjoyable! With that, this is an interactive class with a high level of student engagement – you must participate. This course is pragmatic in its approach and it is one that you will find useful in your future contacts and work with people.

Attendance is mandatory and will be recorded each scheduled meeting time; however, it is up to you to attend class and make the most of it. **All assignments are due by the date listed in the syllabus and course outline. Following an excused absence student may turn in late work without penalty within 2 business days of the absence. For non-university excused absences, late work will be accepted up to 1 class days past the due date and will be penalized 50%. Anything turned in after two class periods will not be accepted.**

Note: Revisions to this syllabus may be made at the discretion of the instructor. Changes in dates and topics will be announced in class may not be communicated in writing.

Academic Integrity:

We, the members of the University of Tennessee community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity.

University's Honor Statement

“An essential feature of the University of Tennessee, Knoxville, is a commitment to maintaining an atmosphere of intellectual integrity and academic honesty. As a student of the university, I pledge that I will neither knowingly give nor receive any inappropriate assistance in academic work, thus affirming my own personal commitment to honor and integrity.” [Undergraduate Catalog]

Plagiarism:

“Students are also responsible for any acts of plagiarism. Plagiarism is using the intellectual property of someone else without giving proper credit. The undocumented use of someone else's words or ideas in any medium of communication (unless such information is recognized as common knowledge) is a serious offense, subject to disciplinary action that may include failure in a course and/or dismissal from the university.

Specific examples of plagiarism are:

- Copying without proper documentation (quotation marks and a citation) written or spoken words, phrases, or sentences from any source;
- Summarizing without proper documentation (usually a citation) ideas from another source (unless such information is recognized as common knowledge);
- Borrowing facts, statistics, graphs, pictorial representations, or phrases without acknowledging the source (unless such information is recognized as common knowledge);
- Collaborating on a graded assignment without the instructor's approval;
- Submitting work, either in whole or in part created by a professional service and used without attribution (e.g., paper, speech, bibliography, or photograph).”

[Undergraduate Catalog]

On all work submitted for credit by students at the university, the following pledge is either required or implied: **"On my honor, I have neither given nor received unauthorized aid in doing this assignment."**

This includes plagiarism, shared work, and documentation of references used on all assignments submitted. As your instructor, I expect you to uphold this.

Other Issues:

Please see the University of Tennessee Student Guide for specific questions concerning your college experience.

Grade Breakdown: Please note grades are based on points not percentages.

A :428-450 points

A- :405-427 points

B+ :390-404 points

B :376-389 points

B- :360-375 points

C+ :344-359 points

C :329-343 points

C - :314-328 points

D+ :299-314 points

D :284-298 points

D- :270-283 points

F :269 and Below

Assignment	Points Available	Points Earned
Self-Awareness Paper	25	
Personal Concept Map Project	25	
Team Challenges	25	
Exam 1	100	
Exam 2	100	
Personal Leadership Development Plan	75	
Critique	25	
Quizzes	40	
Attendance/ Participation	25	
Extra Credit	20	
TOTAL POINTS	450	

CLASS SCHEDULE

<u>DATE</u>	<u>Course Topic</u>	<u>Assignment Due</u>
Jan 10	Course Introduction	
Jan 15	Leadership for a Changing World: An Intro/ The Changing Nature of Leadership	
Jan 17	The Relational Leadership Model/ Leadership Models	
Jan 22	Self-Awareness and Assessment	Quiz 1
Jan 24	Understanding Yourself	
Jan 29	Understanding Others	Self-Awareness Paper Due
Jan 31	Introduction to StrengthsFinder	
Feb 5	StrengthsFinder Continued	
Feb 7	Communication and Knowing Your Style	
Feb 12	In Class Work Day	
Feb 14	Leading with a Purpose	Quiz 2
Feb 19	Concept Map Presentations	Presentations
Feb 21	NO CLASS	
Feb 26	Leadership Identity Study	
Feb 28	Functioning as leaders in community	
March 5	Exam Review	
March 7	EXAM 1	EXAM 1
March 12	Understanding Teams	

March 14	Interacting in Teams and Groups, and Organizations	
March 18-22	SPRING BREAK	NO CLASS
March 26	Defining Team Success	
March 28	Team Beginnings	
April 2	Understanding the basic team processes	
April 4	Cooperation vs. Competition	Quiz 3
April 9	Communication	
April 11	Communication	Team Challenge
April 16	Understanding Change and Strategies for change	
April 18	Leadership and Diversity	Critique
April 23	Overcoming the Five Dysfunctions of a Team	
April 25	In Class Work Day	Quiz 4 – Team Challenge
April 23	Final Exam Review	Personal Leadership Development Plan Due
April 25	No Class	
May 1	FINAL EXAM: 12:30- 2:30	EXAM 2

Assignment Descriptions:

Self-Awareness Paper:

This assignment will begin with in-class assessments. From these results you will be expected to write a 2-3 page paper (12 pt font, Times New Roman, 1 inch margins). Express in the paper which categories you ranked yourself highest and some of the reasoning as to whether you feel you fit your results or not. Talk about where these strengths originated for you. Talk about your leadership style, give examples and use class/book materials.

Leadership Strength Personal Concept Map:

Creativity is often very important in relaying your message of leadership to others. For this assignment you will design a concept map (creatively) of your leadership strengths, values etc. (what makes you - you) and present it to the class. The more creative the better! You will be required to present your concept map to the class with a total of 5 minutes to talk

What is a concept map? A concept map presents the relationships among a set of connected concepts and ideas. It is a tangible way to display how your mind “sees” a particular topic.

Critique:

The critiques should follow the course guidelines for papers and should be 2 full pages in length. These critiques will be on **one** of the following two options:

Option 1 – Think of a group/team that you currently belong to, what are your observations on leadership, member behavior, problems within the group/team and the outcomes of the group/team. Using what you have learned, your experience and knowledge and diagnose the problems of the group/team. This critique should be two to three pages in length.

Option 2 – Observe a group and team in person. This may be a meeting, sports team, college work group, etc. For this assignment you need to be the “fly on the wall”, an impartial observer to the workings of the group. Make observations on the members of the group, the leader and what the group is trying to accomplish, noting problems with communication, group dynamics, etc. This critique should be two to three pages in length.

Personal Leadership Development Plan:

This will be the most comprehensive assignment you complete this semester. It should represent topic areas from the class, your readings, activities, and the texts that you will plan to utilize as you develop as a leader. The plan should span across one year and explain where you want to be as a leader after one year is over. Tell me where you are now, where you want to be, and then how you plan to achieve this with a thorough and specific leadership development plan. You can include a timeline and even a series of things already accomplished. There is a 3 page minimum requirement (12 pt font, 1 inch margins, Times New Roman)

Things to consider:

- What your end goal is in your personal leadership development plan must be measurable.
- Make your goals are time sensitive.
- Make sure your plan is realistic.
- Create goals that you are interested in achieving.

Attendance and Participation - 25 Points

Attendance and participation will make the class material much easier to comprehend. There will be a daily sign in sheet, but participation is at the discretion of the professor.

Quizzes - 40 Points

Will take place during the course. Quizzes and worksheets cannot be made up unless the absence is excused.

Examinations: each worth 100 points

There are two exams during the semester. Each is designed to measure the mastery of content between the beginning of class and each examination point (non-cumulative).