

PELLISSIPPI STATE TECHNICAL COMMUNITY COLLEGE  
MASTER SYLLABUS

**STUDENT LEADERSHIP**  
**EDU 1200**

**Class Hours: 1.0**

**Credit Hours: 1.0**

**Laboratory Hours: 0.0**

**Date Revised: Summer**  
**01**

**Catalog Course Description:**

Course is designed to provide a formally structured leadership education program for current student leaders involved in co-curricular programs and potential new student leaders that will engage them in active leadership training and personal development. Course is designed for Student Ambassadors, Tele-counselors, COSA members and other PSTCC student leaders.

**Entry Level Standards:**

Must be able to read and write at the college level.

**Prerequisites:**

Registration for the course is by instructor approval only.

**Corequisites:**

None

**Textbook(s) and Other Course Materials:**

Selected readings and materials provided by instructors.

**I. Week/Unit/Topic Basis:**

<b>Week</b>	<b>Topic</b>
1	Syllabus and Introduction to Leadership; Discuss characteristics of an effective leader and “ What kind of leader am I?” ; Assignment: 5 minute interview - What are the characteristics of an effective leader?
2	Discussion of Interviews; College Student Development Theory Discussion and personal exploration worksheet; Assignment: 2-3 page research paper on cultural diversity: special student/minority populations
3	Individual presentations of cultural diversity papers and discussion
4	Sensitivity issues and Dealing with diverse populations; Activity: “ Archie Bunker’ s Place”
5	Communication and Listening Discussion and experiential learning activity
6	Perceptions and Attitudes Discussion and Activities; Assignment: Personality

## Assessment

- 7 Personality Assessment Discussion and Interpretation
- 8 Professionalism and Ethics of leadership; Guest speaker
- 9 Leader Observation presentations with one page documentation
- 10 The Team Concept discussion and interactive activities
- 11 Effective Meeting and Time management; Guest speaker
- 12 Goal Setting Discussion and Activity
- 13 Decision Making/Conflict Resolution; Activity: Cascades Exercise and Decision making exercise
- 14 Empowerment and Delegation discussion and activity
- 15 Sharing your ideas for new student involvement discussion; Marketing and Public Relations discussion; Assignment: Plan for getting more people involved in your organization is due
- 16 Student Involvement Fair (collaborative effort with the Office of Student Life and Recreation) and class closure; Journals are due

## II. Course Objectives\*:

- A. Develop skills and knowledge necessary to become effective student leaders. II.2
- B. Become more familiar with the PSTCC community and available resources. VII.1
- C. Examine student development theories and their application to student leadership. III.2
- D. Ascertain a better appreciation for and knowledge of cultural diversity and special student populations. IV.1,2,3,4
- E. Facilitate team building and leadership skills essential to and explore the dynamics of group interaction. II.2, III.3
- F. Promote the development of self-awareness and values clarification. II.1,2

\*Roman numerals after course objectives reference goals of the university parallel program.

## III. Instructional Processes\*:

Students will:

1. Listen to and participate in lectures, written work, group activities and discussions regarding concepts and factual information relevant to the course. *Communication Outcome, Personal Development Outcome, Problem Solving and Decision Making Outcome, Active Learning Strategies*
2. Design and implement activities for the student body to increase awareness and involvement in co-curricular activities. *Cultural Diversity and Social Adaptation Outcome, Communication Outcome, Active Learning Strategies*

3. Access community and outside resources to gain knowledge and information pertaining to course content. *Technological Literacy Outcome, Information Literacy Outcome, Active Learning Strategies, Transitional Strategies*

\*Strategies and outcomes listed after instructional processes reference Pellissippi State's goals for strengthening general education knowledge and skills, connecting coursework to experiences beyond the classroom, and encouraging students to take active and responsible roles in the educational process.

#### **IV. Expectations for Student Performance\*:**

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

1. Formulate a personal philosophy of leadership. A, C
2. Design and conduct group meetings. A,B,E
3. Effectively communicate with faculty, staff, students and community members. B,C, D
4. Represent their organizations in a professional manner, while enhancing the mission of PSTCC. A, B, C
5. Encourage and recruit others to get involved in co-curricular activities. A, B, C, E
6. Analyze, interpret and articulate theories of college student development. C
7. Develop an understanding of and sensitivity to cultural differences. D, F
8. Function as a team player, recognizing their own strengths and weaknesses, as well as those of other team members. A, E, F
9. Manage time effectively. A
10. Set short-term and long-term goals. A
11. Plan events that will market their organizations. A, B, C, E
12. Listen more effectively. A

\*Letters after performance expectations reference the course objectives listed above.

#### **V. Evaluation:**

A. Testing Procedures:

N/A

B. Laboratory Expectations:

N/A

C. Field Work:

Class Participation	30
Interview	5
Journal	20
Cultural Diversity Paper	10
Administrator Observation	15

$$\frac{\text{Student Involvement Fair} + 20}{\text{Total points} \quad 100}$$

D. Other Evaluation Methods:

N/A

E. Grading Scale:

Class is Satisfactory/No Credit. In order to receive a Satisfactory grade, students must accumulate 82 points or above.

**VI. Policies:**

A. Attendance Policy:

Pellissippi State Technical Community College expects students to attend all scheduled instructional activities. As a minimum, students in all courses must be present for at least 75 percent of their scheduled class and laboratory meetings in order to receive credit for the course. Individual departments/programs/disciplines, with the approval of the vice president of Academic and Student Affairs, may have requirements that are more stringent. Since this class is experiential in nature and entails extensive class discussion and interaction, regular attendance is expected and essential to your successful completion of the course. It is not only important to attend class but students will also be expected to actively participate in all class discussions and exercises. Five (5) points will be deducted from your overall point accumulation for each class missed.

B. Academic Dishonesty:

Plagiarism, cheating, and other forms of academic dishonesty are prohibited. A student guilty of academic misconduct, either directly or indirectly through participation or assistance, are immediately responsible to the instructor of the class. In addition to other possible disciplinary sanctions which may be imposed through the regular Pellissippi State procedures as a result of academic misconduct, the instructor has the authority to assign an F or a zero for the exercise or examination or to assign an F in the course.

C. Other Policies:

Tardiness:

Two (2) points will be deducted from a student's overall point accumulation if he/she is more than 10 minutes late to any class meeting.

Late Work:

Assignments turned in past the due date will result in point deductions as follows:

25% deduction during first week

50% deduction thereafter