ACCELERATED COURSE SYLLABUS

OL 355-01 – Leadership Practicum
January Immersion, 2018
Nathan Buske, Adjunct Professor of Organizational Leadership

GENERAL COURSE INFORMATION
Course Title: Leadership Practicum
Course ID: OL 355-01
CRN: TBD
Term: January 2018 Immersion
Dates/Time: Fully Online, Monday December 18 – Sunday January 14
Credit Hours: 1

INSTRUCTOR INFORMATION
Instructor: Nathan Buske
Office: Virtually via email, text, Skype or phone
Phone: (847) 544-6841
Email: nbuske@mail.millikin.edu

PURPOSE OF THE COURSE

Course Description:
Aspiring leaders will look at a single leader from four different perspectives, including associated biases. This results in conflicting opinions about the leader's style and overall success. This course uses film and texts to compare and contrast each source's opinions in attempts to determine a more complete reality about the leader. This is an excellent practicum for Organizational Leadership students and any others that require 1 odd credit to graduate.

Course Learning Goals, Outcomes & Objectives:

- Students will:
- Think critically about material presented from conflicting sources.
- Synthesize material and write the student’s thoughts on the reality of the leadership conflict.
- Explore effective leadership from various perspectives.
- Focus on developing the individual knowledge, skills, and insights necessary for effective leadership.

Department and/or University Studies Learning Goals:

Students completing the Bachelor of Science degree in Organizational Leadership will:
1. Formulate professional level written and oral communication as a critical component of effective leadership.
2. Interpret organizational issues and determine effective solutions consistent with organizational goals.
3. Design effective team-based, collaborative approaches for creative organizational solutions; while supporting increased organizational capacity for change.
4. Evaluate changes in the internal and external environments of organizations and construct appropriate response strategies taking into consideration the organization’s political, social and cultural context.
5. Use ethical reasoning to judge whether the actions and behaviors of leaders are ethically and socially responsible; while supporting an organizational system which maintains high ethical standards in response to organizational issues.

LEARNING ENVIRONMENT

This course is taught fully online.

Moodle, the course management system used at Millikin, is used to centralize our communication for this class. Students are responsible for checking Moodle and reading the resources made available through this system.

Students are responsible for regularly checking their Millikin University e-mail for messages from the professor and/or other university representatives.

Required Books from the bookstore:


Other: DVD Rental


Course Materials from the department:

None.

COURSE SCHEDULE & PLANS

Course Organization

The content and amount of material required in this course cannot be reduced because of its accelerated format.

Landmark Events & Due Dates

1. McDonald Brothers’ Family’s Perspective: Watch The Founder in Full (2 hours)
2. Ray Kroc’s Perspective: Read Grinding it Out pp. 69 – 117. (1 hour)
3. McDonald’s Corporate Perspective: Read McDonald’s: Behind the Arches pp. 1- 201 (6 hours)
4. Ray Kroc Antagonist’s Perspective: Read Big Mac: The Unauthorized Story of McDonald’s pp. 1-49 (1 hour)
5. Write final paper comparing and contrasting the various perspectives on Ray Kroc’s leadership style, forming your own conclusion as to the type of leader he likely was and the impact his leadership style had on the success of McDonald’s in its early days. See below for more details. (10 hours)

HOW LEARNING WILL BE ASSESSED

Assignments & Semester Grading Weight

Final Paper 100 pts. (100%)

Grading Scale & Methods:
A student’s grade for any assignment in this course is a reflection of the instructor’s judgment of the quality of their work in its entirety. Students are graded only on what is turned in to the instructor.

Grading System:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage Range</th>
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<tbody>
<tr>
<td>A</td>
<td>92% and above</td>
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<tr>
<td>A-</td>
<td>90%-91.9%</td>
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<tr>
<td>B+</td>
<td>88%-89.9%</td>
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<tr>
<td>B</td>
<td>82%-87.9%</td>
</tr>
<tr>
<td>B-</td>
<td>80%-81.9%</td>
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<tr>
<td>C+</td>
<td>78%-79.9%</td>
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<tr>
<td>C</td>
<td>72%-77.9%</td>
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<tr>
<td>C-</td>
<td>70%-71.9%</td>
</tr>
<tr>
<td>D+</td>
<td>68%-69.9%</td>
</tr>
<tr>
<td>D</td>
<td>60%-67.9%</td>
</tr>
<tr>
<td>F</td>
<td>less than 60%</td>
</tr>
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Final course grades will be turned in 2 weeks after the final class period.

Attendance & Participation

As this is a fully online class attendance and participation will be assessed based upon on time completion of the final paper. Any paper not turned in on time results in an F in the course.

Missed Assignments

Students are expected to demonstrate professional level skills in all areas. There will be no late assignments accepted, period. Students will turn in everything on time or will receive a zero for the assignment. There will be no reasons, excused or otherwise, no printer problems, no computer issues, etc. For this class, there is zero tolerance for not turning in all assignments on time and for not being prepared for class. Even excused absences must submit assignments on time via email.

Final Paper Assignment Details

The purpose of the Final Paper is to demonstrate what a student has learned about principles, theories, and concepts of leadership style as it relates specifically to Ray Kroc. The student is to compare and contrast the various perspectives presented on Ray Kroc’s approach to leadership, critical digesting and synthesizing the material to clearly outline the student’s take on reality. This paper is designed to assist the student in putting learning into action. If the student is an OL major, the paper should incorporate leadership concepts and theories learned throughout the OL program.

From a technical perspective the paper must be typed, double-spaced, well organized, and free of grammatical errors, spelling errors, and typos. Critical thinking should be evident in the work. Formal APA format is required, and writing in first person (using “I”) will NOT be permitted for this assignment. The student must have a minimum of 4 sources to include all course materials, each assigned reading and the DVD, however, other outside sources are acceptable in addition. Therefore, a minimum of 4 properly formatted citations, one from each of the course materials, must appear within the paper itself. For this paper, internet-based sources will be considered lower quality sources than books and scholarly journals. In other words, physically going into the library to secure books and journals, or going onto the library’s research databases to get scholarly research articles will earn the student a higher grade than simply surfing the internet. Wikipedia and Ask.com type websites will not be permitted as a sources of information.

The body of the student’s Reflection Paper should be at 8-10 pages in length. This does not include the title and references pages. The paper will be graded based upon the rubric on Moodle. The paper is due to Moodle by 11:59 pm Sunday January 14.

The paper should consist of the following:

1. Title Page
2. Reflection Paper Body (8-10 pages)
3. References Page: 4 Sources minimum, including all course materials)
4. In-Text Citations: 4 minimum, at least one associated with each class material item

When writing, consider the following:

- What does leadership mean to you?
- How do you see Ray Kroc practice leadership?
• What do you believe was Ray Kroc’s leadership philosophy?
• How has what you learned impacted your view of Ray Kroc’s leadership style?
• What have you learned about communication and conflict management between Ray Kroc and the McDonald Brothers?
• What have you learned about McDonald’s organizational effectiveness as a result of Ray Kroc’s leadership?
Millikin University Syllabus Student Guidelines
for All Courses

TECHNICAL, CLASSROOM, AND COLLEGE POLICY INFORMATION

Disability Accommodation Policy
Please address any special needs or special accommodations with me at the beginning of the semester or as soon as you become aware of your needs. If you are seeking classroom accommodations under the Americans with Disabilities Act, you should submit your documentation to the Office of Student Success at Millikin University, currently located in Schilling 204.

Distance Delivery Components
Millikin University is committed to providing support for students using technology resources in pursuit of academic success. The Department of Information Technology resides in Shilling Hall and offers walk-in support.

Please visit <http://millikin.libguides.com/ed-tech> for link, resources, and additional information that aid in the use of technology in distance/hybrid delivery and technology policies.

University Commitment to Student Success
Millikin University is committed to the success of all students. As such, the University provides a wealth of services devoted to academic support. The Office of Student Success serves as the hub for these services. The Office of Student Success is located on the lower level of Staley Library. Services include:

- Tutoring
- Supplemental Instruction
- Study Skill Assistance
- One on One Advising
- Major Change Assistance
- Development of Personalized Academic Growth and Success Plans
- Support of Exploratory Studies majors
- Support for students on Academic Probation or Progress Warning
- Accommodations for Students with special learning needs
- Online Resource Library

In addition to the Office of Student Success, the University Writing and Math Centers offer students intensive support in these subject areas.

Students who are in need of additional academic assistance are also assigned a Student Development Advisor. These advisors work with academic advisors to ensure students receive the attention they need in all aspects of their University experience.

Academic Integrity Standards
The intellectual and moral integrity of an academic community depends upon an uncompromising commitment to honesty which guides the actions of all its members. Any disregard for this threatens the unrestricted and honest exchange of knowledge. The Faculty has the right and the responsibility to hold students to high ethical standards in conduct and in works performed, as befits a scholar at the university. Violations of academic integrity include, but are not limited to:

- Cheating
- Collusion
- Electronic Dishonesty
- Grade Falsification
- Plagiarism

Faculty members have the responsibility to investigate all suspected breaches of academic integrity that arise in their courses and shall have the authority to decide whether the student(s) has violated the Academic Integrity Policy. If it is determined that the violation occurred, the faculty member will decide the consequences, taking into account the severity and circumstances surrounding the violation, and will inform the student in writing, forwarding a copy of the letter to the Registrar and to the Dean of Student Development.

Consequences to an academic integrity violation include, but are not limited to:
- A letter in the student's academic file
- Failure on assignment(s)
- Failure in the course
- Issuance of an XF for the course
- Conduct hearing with Student Development

If a student received an XF, this remains as a permanent grade and cannot be removed from the official transcript. Some programs and majors have more explicit ethical standards, which supersede this Policy, and violation of which may result in dismissal from some programs or majors within the University.

The complete policy may be found at <http://www.millikin.edu/handbook>.

**Sexual Misconduct**

Millikin University is committed to creating a campus culture of respect and intellectual, creative discourse that promotes the best outcomes of a university education and is free from sex discrimination and sexual misconduct.

Sexual misconduct is unlawful and cannot be tolerated. Title IX of the Federal Education Amendments of 1972 makes it clear that violence and harassment based on sex and gender are subject to the same rights and support as other protected categories. If you or someone you know is a victim of sexual misconduct, or you know of an alleged incident of sexual misconduct, you can speak to someone CONFIDENTIALLY by contacting Millikin University Counseling Services @ 217.424.6360, and can file a report directly to any one of the following:

- Diane Lane, Director, Human Resources/Title IX Coordinator at dlane@millikin.edu or 217.362.6416
- Tammy Maxwell, Assistant Director, Human Resources/Deputy Title IX Coordinator for Employees at tmaxwell@millikin.edu or 217.362.6416
- Raphaella Prange, Dean of Student Development/Deputy Title IX Coordinator for Students at rpalmer@millikin.edu or 217.424.6395
- Campus Conduct Hotline, an anonymous reporting line, at 866.943.5787

**Disruptive Behavior Policy**

Students who exhibit behaviors that are considered to obstruct or disrupt the course goals or learning environment are subject to student conduct action per the University Standards of Conduct. Behaviors that are considered disruptive include, but are not limited to: tardiness, sleeping, inappropriate use of mobile or electronic devices, use of language that is offensive or discriminatory, excessive interruption, and/or repeated violation of faculty or classroom expectations which are stated in the course syllabus. Students who exhibit such behavior may be dismissed from the class on a temporary basis and referred to Student Development.

**Dropping a Course and the University Withdrawal Policy**

There is an add/drop deadline for each academic term. During the allowed period, students may elect to add or drop courses by completing the proper form and requesting signature from the instructor or department chair as required. (Forms are available in Registrar's Office). Faculty members reserve the right to permit dropping or adding courses after the set deadline. Courses dropped during the appropriate period result in a W on the student transcript. Courses dropped after this period will result in the earned grade at the time of drop.

Students who leave the University during or at the end of the semester must report to the Registrar's Office to complete the necessary procedures and forms. Students who withdraw from the University will receive a refund of charges assessed by the University through the refund schedule posted in the Academic Bulletin. After week six of any given semester, there is no refund. Students may also be involuntarily withdrawn if they engage or threaten to engage in behavior which poses a danger of causing physical harm to self or others. The Involuntary Withdrawal Policy may be found in the Student Handbook.

**Course Evaluations**

Millikin University utilizes online course evaluations which are available beginning in the last week of each course term. Students may log into their MyMillikin portal to complete course evaluations. Evaluations are considered an important part of the teaching environment and students should feel comfortable giving thoughtful, honest feedback without fear of retaliation.