

Jamestown Community College
LDR 1300 1st Semester
Leadership Engagement
Mrs. Keefe Room 223
(716) 782-2455 or (716) 640-6337

email (hkeefe@pancent.org)
*I can be reached via email or phone until 9pm
every evening and will return your call or
message as soon as I can the next business day*



COURSE DESCRIPTION

Students will focus on the understanding of leadership theory and elements of self-awareness, understanding personal leadership style, and followership as it applies to the leader/follower relationship. The goal of this course is to focus on students' leadership style and to prepare them for further leadership study and application. Students will be guided through self-exploration exercises to liberate the leader within themselves. Students will read, write, watch videos, analyze leadership styles, and dissect leadership qualities. Students will also complete a 20-hour service project, write a two-page paper as a follow up to an interview with a leader in the community, and attend two local meetings, writing a reflection after each meeting.

TEXT AND MATERIALS

Students are required to have an iPad, laptop, or PC to complete writing, research, and typing tasks. Students will be provided with a textbook, titled *The Student Leadership Challenge*.

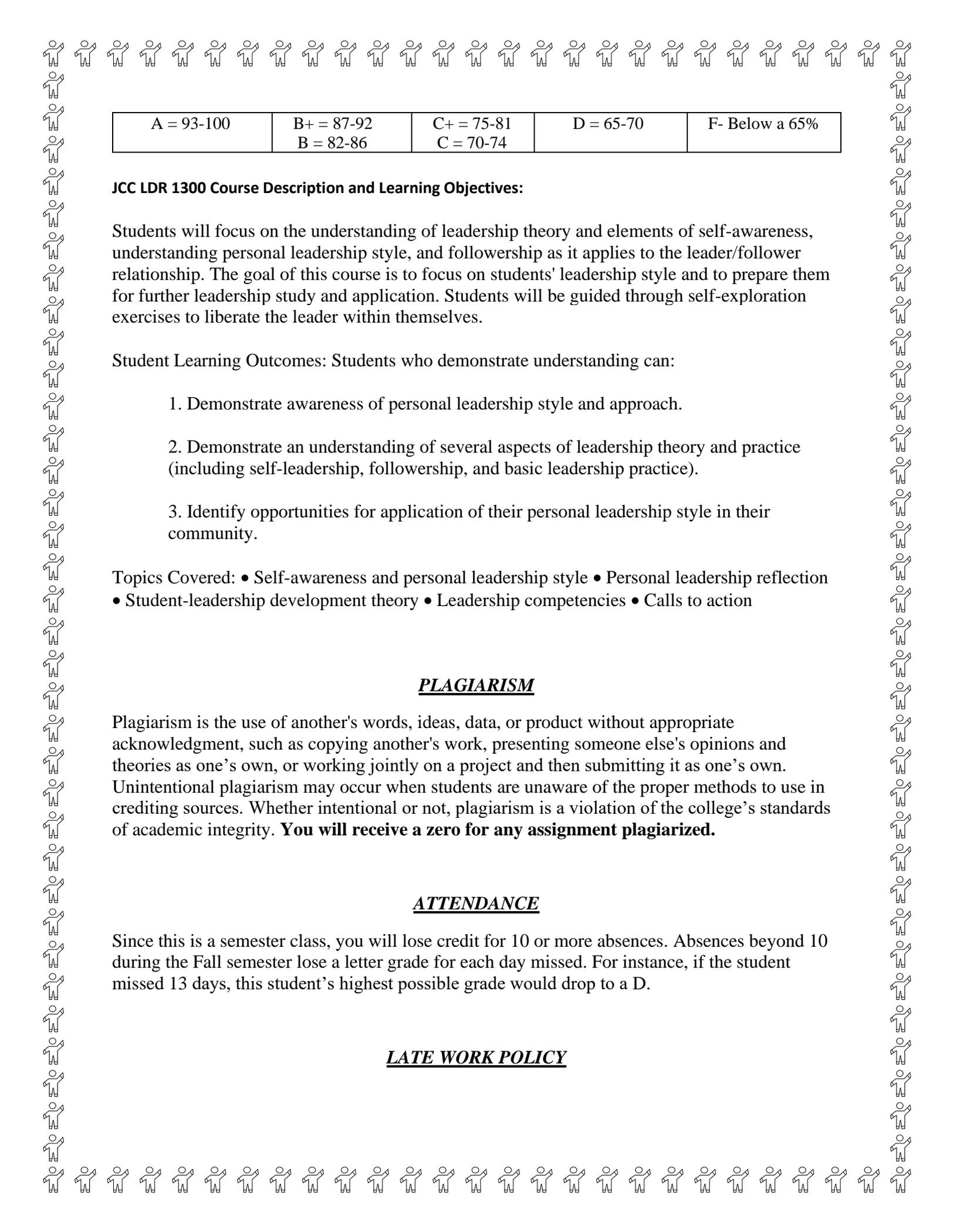
ASSIGNMENTS AND GRADING

PANAMA GRADING

30% Service Project 25% Community Leader Interview Paper
20% Meeting Analysis Reflections 20% Class Work & Homework
5% Participation, Effort, and Preparedness

JCC GRADING

Exceptional	Solid	Average	Substandard	Unacceptable
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A = 93-100	B+ = 87-92 B = 82-86	C+ = 75-81 C = 70-74	D = 65-70	F- Below a 65%
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JCC LDR 1300 Course Description and Learning Objectives:

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Student Learning Outcomes: Students who demonstrate understanding can:

1. Demonstrate awareness of personal leadership style and approach.
2. Demonstrate an understanding of several aspects of leadership theory and practice (including self-leadership, followership, and basic leadership practice).
3. Identify opportunities for application of their personal leadership style in their community.

Topics Covered: • Self-awareness and personal leadership style • Personal leadership reflection
• Student-leadership development theory • Leadership competencies • Calls to action

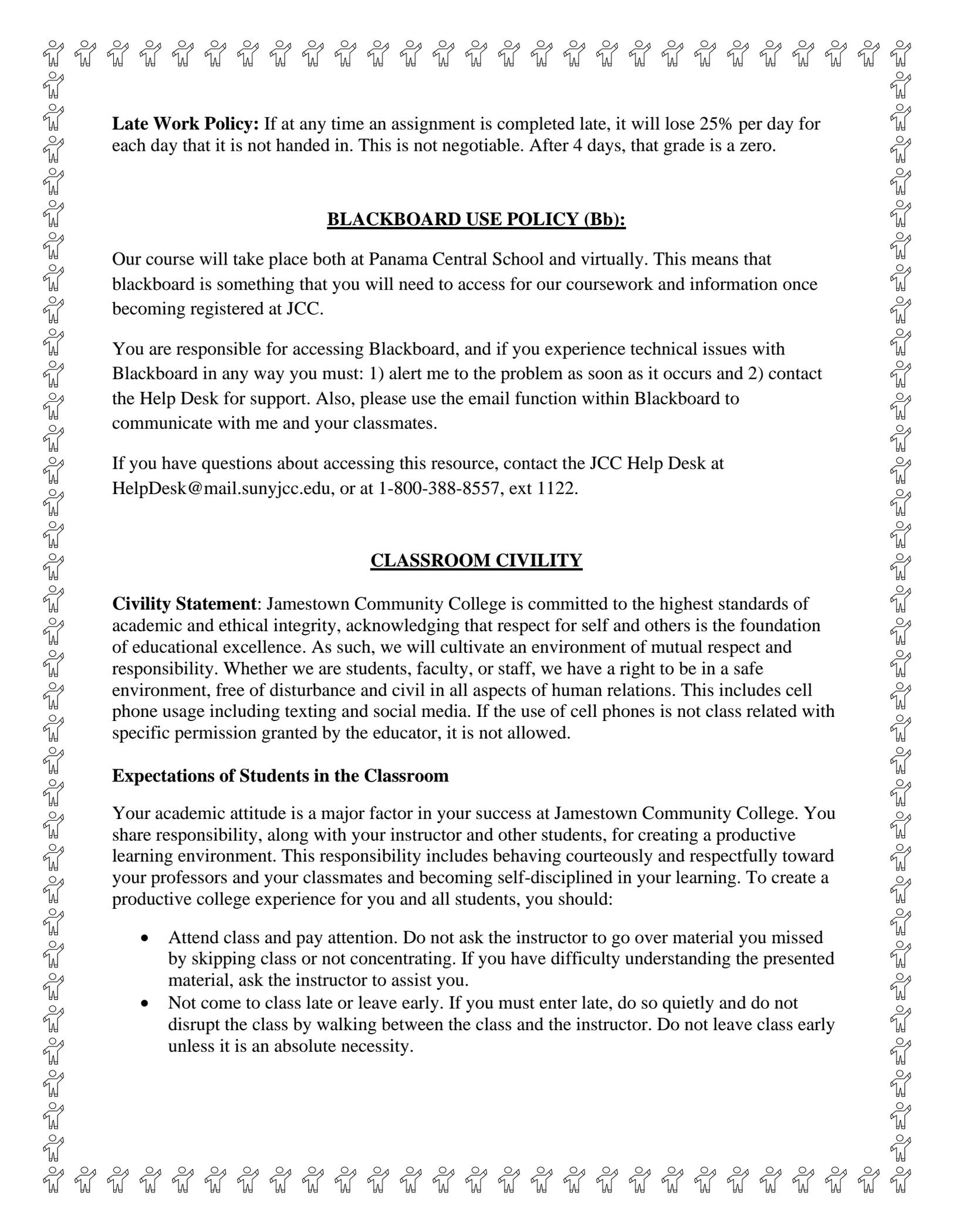
PLAGIARISM

Plagiarism is the use of another's words, ideas, data, or product without appropriate acknowledgment, such as copying another's work, presenting someone else's opinions and theories as one's own, or working jointly on a project and then submitting it as one's own. Unintentional plagiarism may occur when students are unaware of the proper methods to use in crediting sources. Whether intentional or not, plagiarism is a violation of the college's standards of academic integrity. **You will receive a zero for any assignment plagiarized.**

ATTENDANCE

Since this is a semester class, you will lose credit for 10 or more absences. Absences beyond 10 during the Fall semester lose a letter grade for each day missed. For instance, if the student missed 13 days, this student's highest possible grade would drop to a D.

LATE WORK POLICY



Late Work Policy: If at any time an assignment is completed late, it will lose 25% per day for each day that it is not handed in. This is not negotiable. After 4 days, that grade is a zero.

BLACKBOARD USE POLICY (Bb):

Our course will take place both at Panama Central School and virtually. This means that blackboard is something that you will need to access for our coursework and information once becoming registered at JCC.

You are responsible for accessing Blackboard, and if you experience technical issues with Blackboard in any way you must: 1) alert me to the problem as soon as it occurs and 2) contact the Help Desk for support. Also, please use the email function within Blackboard to communicate with me and your classmates.

If you have questions about accessing this resource, contact the JCC Help Desk at HelpDesk@mail.sunyjc.edu, or at 1-800-388-8557, ext 1122.

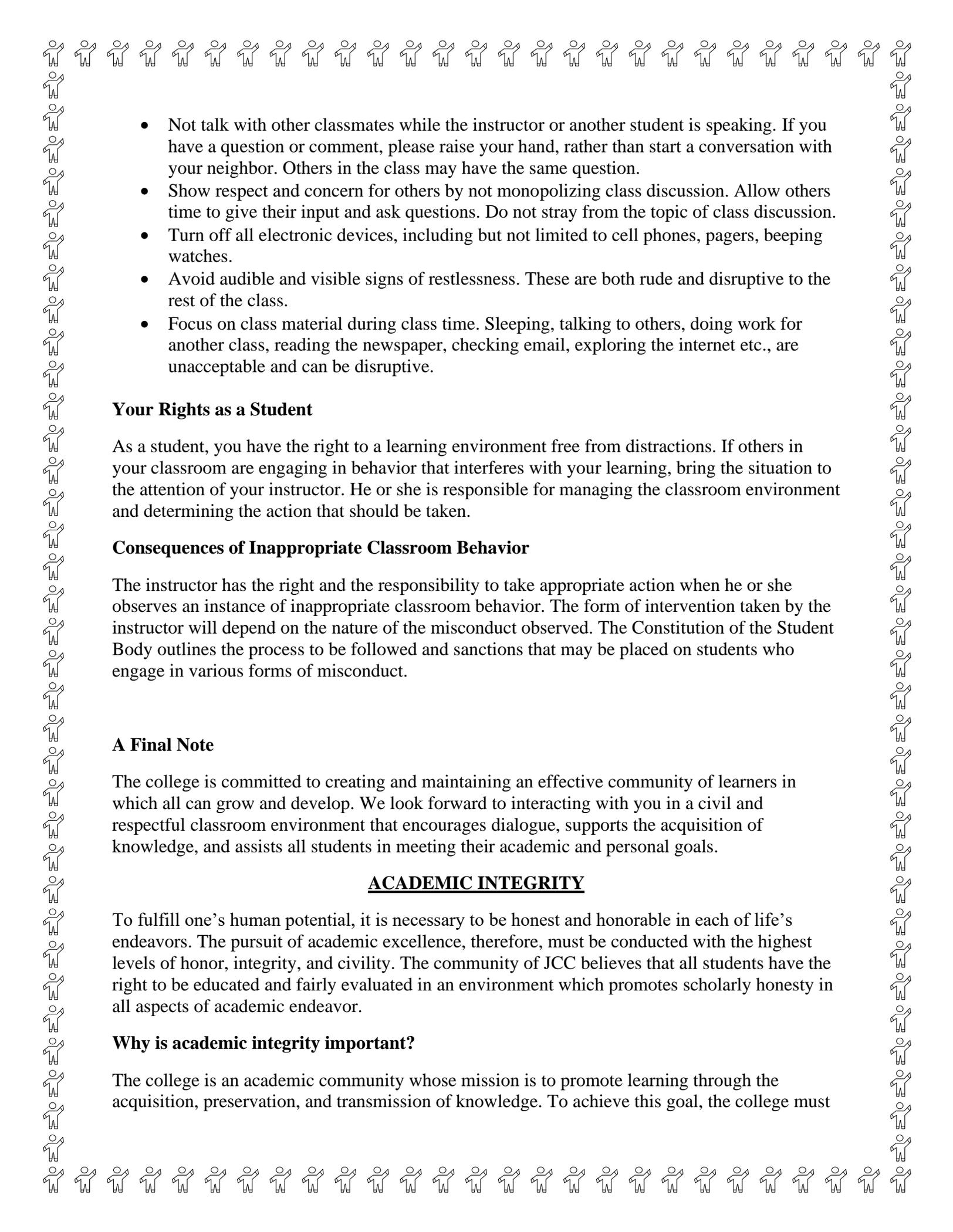
CLASSROOM CIVILITY

Civility Statement: Jamestown Community College is committed to the highest standards of academic and ethical integrity, acknowledging that respect for self and others is the foundation of educational excellence. As such, we will cultivate an environment of mutual respect and responsibility. Whether we are students, faculty, or staff, we have a right to be in a safe environment, free of disturbance and civil in all aspects of human relations. This includes cell phone usage including texting and social media. If the use of cell phones is not class related with specific permission granted by the educator, it is not allowed.

Expectations of Students in the Classroom

Your academic attitude is a major factor in your success at Jamestown Community College. You share responsibility, along with your instructor and other students, for creating a productive learning environment. This responsibility includes behaving courteously and respectfully toward your professors and your classmates and becoming self-disciplined in your learning. To create a productive college experience for you and all students, you should:

- Attend class and pay attention. Do not ask the instructor to go over material you missed by skipping class or not concentrating. If you have difficulty understanding the presented material, ask the instructor to assist you.
- Not come to class late or leave early. If you must enter late, do so quietly and do not disrupt the class by walking between the class and the instructor. Do not leave class early unless it is an absolute necessity.

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- Not talk with other classmates while the instructor or another student is speaking. If you have a question or comment, please raise your hand, rather than start a conversation with your neighbor. Others in the class may have the same question.
 - Show respect and concern for others by not monopolizing class discussion. Allow others time to give their input and ask questions. Do not stray from the topic of class discussion.
 - Turn off all electronic devices, including but not limited to cell phones, pagers, beeping watches.
 - Avoid audible and visible signs of restlessness. These are both rude and disruptive to the rest of the class.
 - Focus on class material during class time. Sleeping, talking to others, doing work for another class, reading the newspaper, checking email, exploring the internet etc., are unacceptable and can be disruptive.

Your Rights as a Student

As a student, you have the right to a learning environment free from distractions. If others in your classroom are engaging in behavior that interferes with your learning, bring the situation to the attention of your instructor. He or she is responsible for managing the classroom environment and determining the action that should be taken.

Consequences of Inappropriate Classroom Behavior

The instructor has the right and the responsibility to take appropriate action when he or she observes an instance of inappropriate classroom behavior. The form of intervention taken by the instructor will depend on the nature of the misconduct observed. The Constitution of the Student Body outlines the process to be followed and sanctions that may be placed on students who engage in various forms of misconduct.

A Final Note

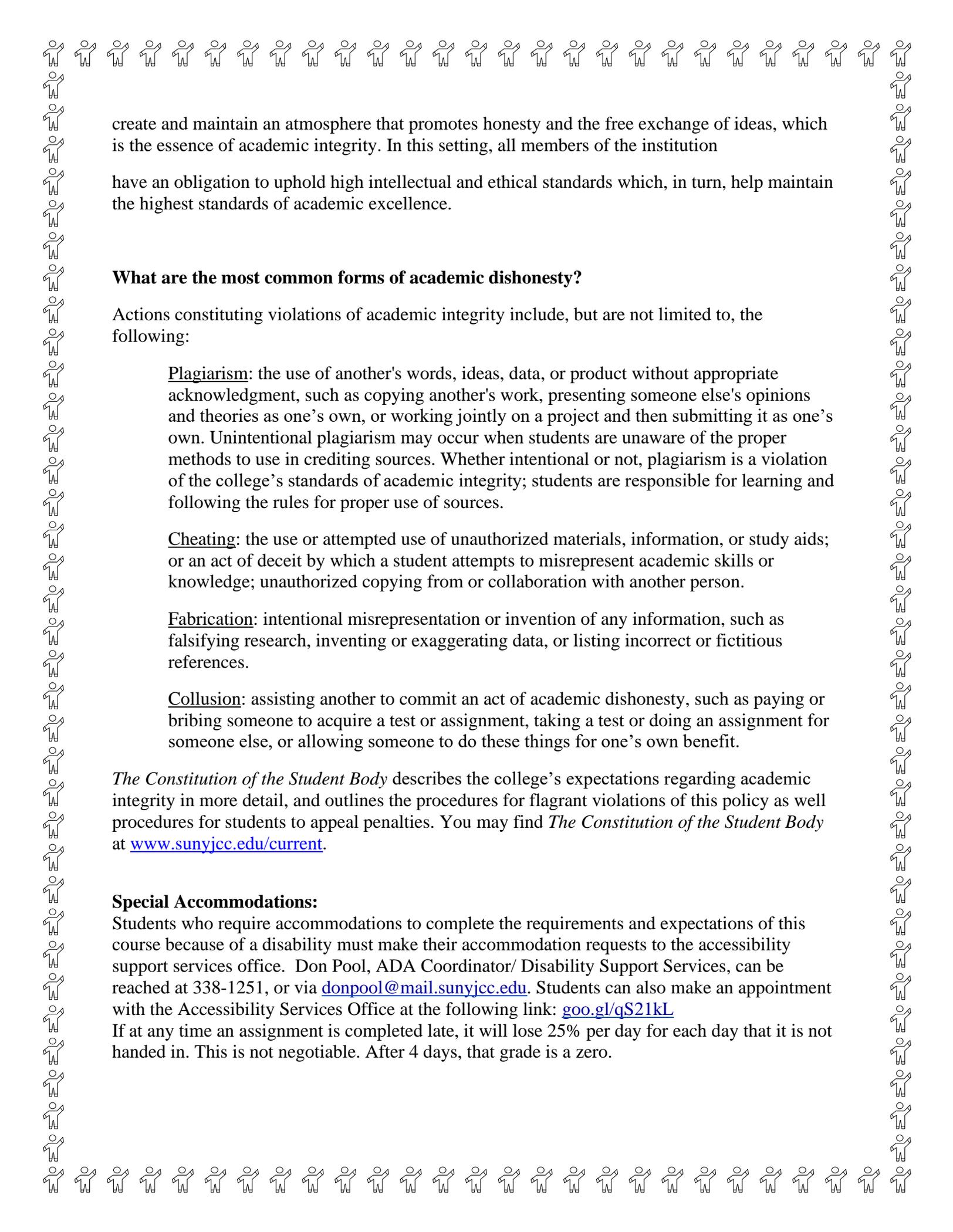
The college is committed to creating and maintaining an effective community of learners in which all can grow and develop. We look forward to interacting with you in a civil and respectful classroom environment that encourages dialogue, supports the acquisition of knowledge, and assists all students in meeting their academic and personal goals.

ACADEMIC INTEGRITY

To fulfill one's human potential, it is necessary to be honest and honorable in each of life's endeavors. The pursuit of academic excellence, therefore, must be conducted with the highest levels of honor, integrity, and civility. The community of JCC believes that all students have the right to be educated and fairly evaluated in an environment which promotes scholarly honesty in all aspects of academic endeavor.

Why is academic integrity important?

The college is an academic community whose mission is to promote learning through the acquisition, preservation, and transmission of knowledge. To achieve this goal, the college must



create and maintain an atmosphere that promotes honesty and the free exchange of ideas, which is the essence of academic integrity. In this setting, all members of the institution

have an obligation to uphold high intellectual and ethical standards which, in turn, help maintain the highest standards of academic excellence.

What are the most common forms of academic dishonesty?

Actions constituting violations of academic integrity include, but are not limited to, the following:

Plagiarism: the use of another's words, ideas, data, or product without appropriate acknowledgment, such as copying another's work, presenting someone else's opinions and theories as one's own, or working jointly on a project and then submitting it as one's own. Unintentional plagiarism may occur when students are unaware of the proper methods to use in crediting sources. Whether intentional or not, plagiarism is a violation of the college's standards of academic integrity; students are responsible for learning and following the rules for proper use of sources.

Cheating: the use or attempted use of unauthorized materials, information, or study aids; or an act of deceit by which a student attempts to misrepresent academic skills or knowledge; unauthorized copying from or collaboration with another person.

Fabrication: intentional misrepresentation or invention of any information, such as falsifying research, inventing or exaggerating data, or listing incorrect or fictitious references.

Collusion: assisting another to commit an act of academic dishonesty, such as paying or bribing someone to acquire a test or assignment, taking a test or doing an assignment for someone else, or allowing someone to do these things for one's own benefit.

The Constitution of the Student Body describes the college's expectations regarding academic integrity in more detail, and outlines the procedures for flagrant violations of this policy as well procedures for students to appeal penalties. You may find *The Constitution of the Student Body* at www.sunycc.edu/current.

Special Accommodations:

Students who require accommodations to complete the requirements and expectations of this course because of a disability must make their accommodation requests to the accessibility support services office. Don Pool, ADA Coordinator/ Disability Support Services, can be reached at 338-1251, or via donpool@mail.sunycc.edu. Students can also make an appointment with the Accessibility Services Office at the following link: goo.gl/qS21kL

If at any time an assignment is completed late, it will lose 25% per day for each day that it is not handed in. This is not negotiable. After 4 days, that grade is a zero.