

# SYLLABUS

## NAVAL 2013 Leadership and Management I Fall 2016

**Instructor:** Matthew G. Roberts, Major / USMC  
**Section # and CRN:** P01 NAVY2013  
**Office Location:** Hobart Taylor, RM 2A204D  
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**Office Hours:** MWF 11-00-12:00 p.m.  
**Mode of Instruction:** Face To Face, Group Discussions, Lecture

**Course Location:** Hobart Taylor, RM 2B215  
**Class Days & Times:** MWF 10:00-10:50 a.m.  
**Catalog Description:** A leadership course focused on introducing students to the principles that are essential to development as a leader and manager. The premise of the course is that leadership is an interaction between the leader, the follower and the environment. Students will actively participate in lectures, readings, discussions and individual presentations to ensure a mastery of the material that will serve as the foundation for their leadership development.

**Prerequisites:** N/A  
**Co-requisites:** N/A

**Required Texts:** PROVIDED IN CLASS  
*Leadership: Enhancing the Lessons of Experience*, 6e. Hughes, Ginnett, Curphy. McGraw-Hill Irwin, 2009. ISBN 978-0-07-340504-9.

**Recommended Texts:** None

### Student Learning Outcomes:

	Upon successful completion of this course, students will be able to:	Program Learning Outcome # Alignment	Core Curriculum Outcome Alignment
1	Understand leadership differences utilizing a comparative analysis of good and bad leadership traits and attributes.	2	Critical Thinking
2	Understand how organizations, including the military, screen for potential leaders.	2	Critical Thinking
3	Understanding leadership as a learned skill, be able to examine ways to improve and make a leader more aware of his/her strengths and weaknesses.	1	Critical Thinking
4	Understand how the critical interaction between the people you lead and the environment you operate in can influence the leadership response.		Critical Thinking
5	Employ effective teamwork skills with emphasis on listening, responding, and adding value to those around you view intelligent thought.		Teamwork
6	Be able to effectively deliver a presentation with confidence about a leadership topic in front of your peers.	1	Personal Presentation Skills

## Major Course Requirements

### Method of Determining Final Course Grade

Course Grade Requirement	Value
1) Presentation	15%
2) Participation	25%
3) Midterm	25%
4) Final	35%
<b>Total:</b>	<b>100%</b>

### Grading Criteria and Conversion:

A = 90-100 %

B = 80-89 %

C = 70-79 %

D = 60-69 %

F = <59 %

### Detailed Description of Major Assignments:

Assignment Title or Grade Requirement	Description
Presentation 15%	Part of being an effective leader is the ability to communicate your ideas. Each student is required to develop a 10-15 minute presentation. I do not care how you present your topic but you must provide some type of visual media/aid. The focus of the presentations will be on what you learned this semester and not necessarily "the book" answer. The presentation at a minimum must focus on what makes a good leader and why; why is leadership so critical to the military; an example of someone you believe is a good leader and why. In addition, please give me your favorite leadership quote and describe what it resonates within you and why you think it is particularly good.
Participation 25%	Midshipmen and students will show up for class on time and in appropriate civilian attire or uniform. When a question arises during a lecture, raise your hand at any time and the instructor will call on you. This class's success depends greatly upon your class participation. I expect everyone to come prepared and ready to discuss that day's chapter. I truly want to hear your thoughts and ideas on leadership. I expect 100% effort from you and you will get the same from me. Absences and/or tardiness will be excused if arranged in advance. I expect students to make every effort to make class and participate in the discussions, as this is where the real learning takes place.
Midterm Exam 25%	Both the midterm and final examinations will be closed book assessments comprised mostly of multiple-choice and true/false questions. The possibly of short answer/fill in the blank questions will be determined as the semester progresses and the cohorts knowledge base is evaluated. Both the midterm and final exam will be preceded with review periods to set the students up for the best chance for success.
Final Exam 35%	

## Fall 2015 Semester Calendar

<b>Week One:</b>	22 & 24 August
<b>Topic Description</b>	Leadership is a Process, not a Position
Readings:	M Course Introduction / Book Issue W CH 1: Leadership is Everyone's Business
Assignment (s):	Weekly Readings
<b>Week Two:</b>	29 & 31 August
<b>Topic Description</b>	Leadership is a Process, not a Position
Readings:	M CH 2: Leadership Involves an Interaction: Leader, Follower, Environment W CH 3: Leadership is Developed Through Education and Experience
Assignment (s):	Weekly Readings
<b>Week Three:</b>	7 & 9 September
<b>Topic Description</b>	Leadership is a Process, not a Position
Readings:	W CH 3: Leadership is Developed Through Education and Experience F CH 4: Assessing Leadership and Measuring its Effects
Assignment (s):	Weekly Readings
<b>Week Four:</b>	12 & 14 September
<b>Topic Description</b>	Leadership is a Process, not a Position
Readings:	M CH 4: Assessing Leadership and Measuring its Effects W CH 5: Power and Influence
Assignment (s):	Weekly Readings
<b>Week Five:</b>	19 & 21 September
<b>Topic Description</b>	Focus on the Leader
Readings:	M CH 6: Leadership and Values W CH 6: Leadership and Values
Assignment (s):	Weekly Readings
<b>Week Six:</b>	26 & 28 September
<b>Topic Description</b>	Focus on the Leader
Readings:	M CH 7: Leadership Traits W CH 7: Leadership Traits
Assignment (s):	Weekly Readings
<b>Week Seven:</b>	3 & 5 October
<b>Topic Description</b>	Focus on the Leader
Readings:	M CH 8: Leadership Behavior W CH 8: Leadership Behavior
Assignment (s):	Weekly Readings
<b>Week Eight:</b>	10 & 14 October
<b>Topic Description</b>	Focus on the Leader
Readings:	M Midterm Review F Midterm Exam
Assignment (s):	Midterm Week

**Week Nine:** 17 & 19 October  
**Topic Description** Focus on the Followers  
**Readings:** M Midterm Review  
W CH 9: Motivation, Satisfaction, and Performance  
**Assignment (s):** Weekly Readings

**Week Ten:** 24 & 26 October  
**Topic Description** Focus on the Followers  
**Readings:** M CH 9: Motivation, Satisfaction, and Performance  
W CH 10: Groups, Teams and Their Leadership  
**Assignment (s):** Weekly Readings

**Week Eleven:** 31 October & 2 November  
**Topic Description** Focus on the Followers & Focus on the Situation  
**Readings:** M CH 10: Groups, Teams and Their Leadership  
W CH 11: Characteristics of the Situation  
**Assignment (s):** Weekly Readings

**Week Twelve:** 7 & 9 November  
**Topic Description** Focus on the Situation  
**Readings:** M CH 11: Characteristics of the Situation  
W CH 12: Characteristics of the Situation  
**Assignment (s):** Weekly Readings

**Week Thirteen:** 14 & 16 November  
**Topic Description** Focus on the Situation  
**Readings:** M CH 12: Characteristics of the Situation  
W CH 13 Leadership and Change  
**Assignment (s):** Weekly Readings

**Week Thirteen:** 21 & 23 & 25 November  
**Topic Description** Focus on the Situation  
**Readings:** M In-Class Presentations  
W In-Class Presentations  
F In-Class Presentations  
**Assignment (s):** Presentation Preparations

**Week Fourteen:** 28 & 30 November (EXAM REVIEW / FINAL EXAM)  
**Topic Description** Final Exam Preparations / Final Exam  
**Readings:** M Final Exam Review  
W Final Exam  
**Assignment (s):** Final Exam Preparations