

AGRI-420
AGRICULTURAL LEADERSHIP AND PERSONAL DEVELOPMENT

INSTRUCTOR: Dr. Win Phippen
Knoblauch Hall 310
Office Phone: 298-1251
Home Phone: 833-4873 (call before 9:00pm)
WB-Phippen@wiu.edu

CLASS: Tuesdays, 12:00-12:50pm KH 305

CREDITS: This is a one-semester hour lecture/discussion course

OFFICE HOURS: MW 11:00 – 12:00 pm, Thurs. 10-11:00am or by appointment

COURSE DESCRIPTION AND PREREQUISITES

AGRI-420 *Agricultural Leadership and Personal Development* will focus on the identification of styles and roles of leadership; development of leadership techniques and skills required in working with organizations and youth groups; dynamics of group action, methods of resolving conflict, of communicating, of guiding, and of evaluating; ethical considerations for leaders. Self-awareness and understanding of behavior preferences will be integrated throughout the course. Students should either have completed AGRI-340 or be concurrently enrolled in AGRI-340.

TEXTS

- Course handouts will be provided as necessary.

COURSE OBJECTIVES

At the conclusion of this course the student will be able to:

1. Explain the difference between management and leadership.
2. Identify leadership styles including relative strengths and weaknesses of each.
3. Understand leadership techniques appropriate for a given situation.
4. Recognize opportunities for self-improvement.
5. Understand conflict management.
6. Understand the ethics of leadership.

COURSE POLICIES

Your enrollment and attendance in this course automatically subjects you to course policies that have been established by the University. It is the STUDENT'S RESPONSIBILITY to follow the course policies. Brief descriptions of these policies are listed below. The University Handbook will be followed in cases where further clarification is needed. See

<http://www.wiu.edu/provost/students.php>

PERSONAL HABITS: Some personal habits are distracting to others in the classroom and are disallowed. They include, but may not be limited to: holding conversations with others during lecture, text messaging, making or receiving phone calls, using personal electronic devices for gaming, using tobacco products, etc. Please respect those around you and limit these practices to personal time. You will be asked to leave the class if these habits are not controlled. See <http://www.wiu.edu/vpas/policies/disrupst.php>.

MAKE-UP EXAMS AND QUIZES: Make-up exams are only available if you are excused due to a university sponsored function (example: required field trip, athletic competition, etc.) or verified illness or death in the family. Advanced notice, when possible is expected, and if applicable, a physician's written verification of illness is required. No make-up quizzes will be offered.

ATTENDANCE AND PARTICIPATION: Students will be allowed **one** unexcused absence. Students with more than one unexcused absence will have their final course grade reduced by 5% per absence. A student may recover lost points from an unexcused absence by writing a 7-10 page research paper (double spaced – one inch margins) complete with references on the missed day's topic. Grading of any such papers is solely at the discretion of the instructor. All students must clear absences in advance with the instructor, except in the case of an emergency, or the absence will be considered unexcused. It is to the student's advantage to get approval for absences via email.

ACADEMIC HONESTY: You are encouraged to work with your classmates in class and laboratory and study together in groups. However, exams must be completed independently. You are expected to maintain academic honesty as stated by the University. See <http://www.wiu.edu/policies/acintegrity.php>

STUDENTS WITH DISABILITIES: Students with disabilities: In accordance with University values and disability law, students with disabilities may request academic accommodations where there are aspects of a course that result in barriers to inclusion or accurate assessment of achievement. To file an official request for disability-related accommodations, please contact the Disability Resource Center at 309-298-2512, disability@wiu.edu or in 143 Memorial Hall. Please notify the instructor as soon as possible to ensure that this course is accessible to you in a timely manner.

UNIVERSITY VALUES: Title IX, and other federal and state laws prohibit sex discrimination, including sexual assault/misconduct, dating/domestic violence, and stalking. If you, or someone you know, has been the victim of any of these offenses, we encourage you to report this to the Title IX Coordinator at 309-298-1977 or anonymously online at: http://www.wiu.edu/equal_opportunity_and_access/request_form/index.php. If you disclose an incident to a faculty member, the faculty member must notify the Title IX Coordinator. The complete Title IX policy is available at: <http://www.wiu.edu/vpas/policies/titleIX.php>.

Attention Education Majors:

The changes within the state teaching license require all education majors to receive a grade of a "C" or better in this course in order to meet these new requirements. With the university +/- grading system, receiving a "C-" or below will require you to retake this course or find a substitute course to meet School of Agriculture graduation requirements.

GRADING POLICY:

The course grade will be based on the following factors, with weightings as indicated:

Journal	50 %
Class Participation	15 %
Office Visit	5%
Homework Assignments	10%
<u>Comprehensive Final Exam</u>	<u>20 %</u>
Total	100%

An average for the course of 90% or above will earn an A, 80-89% a B, 70-79% a C, and 60-69% will earn a D. Less than 60% will result in a failing grade.

The final will consist of a wide variety of questions with emphasis on short answers and problem solving. I reserve the right to use unannounced quizzes. The final **will be comprehensive**. Makeup exams will be given only in extreme situations.

The following guidelines should be used for all assignments.

- All papers are expected to be neat and legible.
- Do not use torn paper out of a spiral notebook.
- Answers to questions or problems should be in the order requested,
- Securely fasten all papers together with a staple or paper clip; do not dog-ear papers.

COURSE JOURNAL

Each student is expected to keep a course journal. A bound laboratory notebook is well suited for this assignment. For each class, a minimum of two entries should be placed in the journal. The first entry should be a paragraph or two summarizing the key points of that week's class discussion. The second entry should be personal observations related to the class. More explanation on the journal will be provided in class. The journals will be reviewed periodically throughout the course. Journal entries should be recorded in the following manner – **left side** should be the class summary; **right side** for personal observations/reflections. Occasionally, the instructor will give a specific comment to which students are to respond to in their respective journals. **Each entry should be dated!**

Other course materials (handouts, etc.) should be kept in a separate section of the journal (dividers are appreciated).

OFFICE VISIT

Since this class only meets once a week it is very difficult for the instructor to get to know each student in the class. To assist with this, you are to schedule (**by email**) a 10-15 minute office visit with the course instructor. During the office visit, be prepared to discuss career goals and what you hope to gain out of this course.

COURSE OUTLINE

- I. Course Introduction
- II. Develop Your Freedom to Lead
- III. Adopt the Leadership Formula
- IV. Be an Effective Communicator
- V. Empower Followers
- VI. Expand Your Power of Influence
- VII. Make Better Decisions More Decisively
- VIII. Strive to Become a Visionary
- IX. Create a Positive Force
- X. Maximize Your Leadership Style
- XI. Conflict Resolution
- XII. Leadership and Ethics
- XIII. **COMPREHENSIVE FINAL EXAM**

NOTICES

Please be advised that this syllabus is tentative. All classes are different and we may or may not be able to address all of the content areas or stick with the anticipated lectures. Any deviations from the syllabus will be announced as soon as possible.