

95-775: IT Business Leadership

COURSE INFORMATION

Course: 95-775 A2 IT Business Leadership, Fall 2018
Sessions: (R) 6:00 PM to 8:50 PM
Location: HBH 1005

INSTRUCTOR INFORMATION

Instructor: Ryan Smalley
Phone: 724.630.8773
Email: rsmalley@cmu.edu

COURSE DESCRIPTION

Can leadership be taught within the classroom? Can one lead without speaking? What are the differences, if any, between leadership and management? These questions and others are addressed using an eclectic mix of in-class exercises, guest lecturer presentations, and personal story-sharing. We will examine the concepts of initiative, integrity, power, control, and authority.

In today's business world, the ability to work within – and lead – groups of all sizes becomes a prime requisite for success at the managerial and executive level. Business and technical acumen is the entry fee to professional success; the ability to lead is distinguishing.

This is an open discussion course wherein students are required to share their own stories as they listen to those of their peers. Numerous studies have identified only one trait shared by all successful leaders: failure. By sharing our failures, and being exposed to the challenges our peers and guest lecturers have faced, we learn about leadership, small group social dynamics, and ourselves.

OBJECTIVES AND LEARNING OUTCOMES

Upon successful completion of the course, students will have gained a conceptual understanding of leadership, management, power, and the relationships between these terms. Specific learning objectives are:

- Apply standards of contemporary leadership theories and models to organizational settings
- Analyze a leader's behavior and predict leadership effectiveness
- Describe the fundamental concepts that enable one to understand and lead individuals and groups in a variety of settings
- Understand power bases, influence tactics, and their effectiveness in work and personal life
- Appreciate the myriad ethical issues that challenge leaders in today's business world
- Review the IT Infrastructure Library ® framework as it relates to business and technology management

COURSE MATERIALS

Assigned reading materials should be read prior to class. Many readings will be provided electronically. Materials may be provided via Blackboard. The course text includes:

Greene, Robert. *The 48 Laws of Power*. Penguin Books; reprint edition. September 1, 2000.

COURSE EVALUATION

In order to successfully pass the course, students will be expected to complete the activities listed below. Weights indicate the contribution to the final course grade. There is no final exam.

Term Project (50%) This is a group assignment wherein students apply leadership and management traits reviewed during the course, and thereafter present results to their peers.

Leadership Continuum Essay (25%) This individual essay allows a student to document personal successes and failures along their own individual continuum.

Historical Law of Power (25%) The student chooses one Law from the course text and supports or refutes the tenets by comparing and contrasting the chosen Law against an historical figure.

Other Items: Other factors, such as class and group participation and punctual, regular attendance may be used, at the professor's discretion, to make adjustments to final grades in borderline cases. The instructor will assume that you are well prepared for class each week and will feel free to call upon you.

Grading Scale: The following criteria provide guaranteed letter grades if a student's overall scores fall within the stated range:

- A: 94% and above
- A-: 90-93%
- B+: 87-89%
- B: 84%-86%
- B-: 80%-83%
- C+: 77-79%
- C: 74%-76%
- C-: 70%-73%
- D: 60%-69%
- Retake (or Fail): less than 60%

COURSE AND UNIVERSITY POLICIES

Attendance and Preparation for Class: You are expected to attend all scheduled class sessions with your reading and supplementary materials. Readings are to be completed prior to class.

Participation in Class Discussion

Class participation is a very important part of the learning process in this course. Although not explicitly graded, you will be evaluated on the *quality* of your contributions and insights. Quality comments possess one or more of the following properties:

- Offers a different and unique, but relevant, perspective
- Contributes to moving the discussion and analysis forward
- Builds on other comments
- Transcends the "I feel" syndrome. That is, it includes some evidence, argumentation, or recognition of inherent tradeoffs. In other words, the comment demonstrates some reflective thinking.

Absences: In the event you have an excused absence from the class (e.g. a job interview) please contact the instructor ahead of time. In this situation, get a “classroom buddy” who is willing to fill you in on the class that you missed. Unauthorized absence from class is inexcusable and will result in a reduction in your performance evaluation.

Assignments: In both the professional and academic world, you must meet deadlines. In this class, all projects are due at the beginning of class on the dates indicated on the syllabus, unless otherwise stated. Assignments handed in or emailed after class has begun will be considered late.

Late Assignments: Most assignments will be discussed in class on the due date, therefore late assignments will not receive credit. In other cases, assignments will be assessed a 10% penalty each day they are late. No credit will be given for assignments turned in more than one week past the due date. Equipment failure is not an acceptable reason for turning in an assignment late. You should always make a backup of your files. You should make sure you print out your work early enough that you can find an alternate location to print, if necessary.

Exams: Appropriate documentary evidence certified by the Division of Student Affairs is required for missing a critical activity or due date. Exams missed due to an excused absence (arranged with the professor ahead of time) must be made up within one week for full credit or no credit will be given. Documentation proving the excused absence will be required before or during the time the exam is made up. Exams missed due to an unexcused absence cannot be made up.

Academic Integrity

It is the ethical responsibility of students to identify the conceptual sources of work submitted. Failure to do so is dishonest and is the basis for a charge of cheating or plagiarism, which is subject to disciplinary action. For more information visit:

<http://www.cmu.edu/policies/documents/Cheating.html>.

An Invitation to Students with Learning Disabilities

If you wish to request an accommodation due to a documented disability, please inform your instructor and contact: Disability Resources, 102 Whitfield Hall 412.268.2013, or by email at: lpowell@andrew.cmu.edu.

COURSE SCHEDULE

The course schedule is tentative and changes may be made based upon the needs of the class, scheduling requirements, and other factors. Changes to the schedule will be discussed in class and posted in Blackboard. Most modifications will occur due to the availability of guest lecturers.

Class	Topic	Read / Due Before Class
I	Leadership vs. Management, Leadership Continuum	None
II	Initiative, Experiential Leadership	Online article: <i>A Message to Garcia</i> , Continuum
III	Applying Leadership on Campus	Assigned <i>Laws</i>
IV	The Importance of Followership	Assigned <i>Laws</i> , Historical Law
V	The Ethical Leader	Assigned <i>Laws</i>
VI	Management within Business Technology (ITIL)	Assigned <i>Laws</i>
VII	Group Presentations	Assigned <i>Laws</i> , Term Project