

ISE 382/ISE 482: Leadership Development Course Syllabus – Fall 2017

Instructor:

Dr. Emory W. Zimmers, Jr.

E-mail: ewz0@lehigh.edu

Professor of Industrial and Systems Engr.

Director, Enterprise Systems Center

Office Hours: By appointment

Office: Room 205/206 Mohler Lab (Enterprise Systems Center)

Course Administrative and Logistics Support: Mythreyi Sekar,
Mike MacDougall

Class Meeting Time: Friday, 1:10-4:00 pm

Credits: 3

Text: Maxwell, John C., The 21 Irrefutable Laws of Leadership, Thomas Nelson,
Publisher

Course Background:

In today's global competitive environment, engineers are increasingly called upon to utilize technical skills in their capacity as leaders and decision makers. While engineering proficiency remains a prerequisite, it is this expertise combined with leadership skills that will help create our next generation of technologically competent leaders and executives.

This course was developed with extensive input from successful business leaders (many who are Lehigh Alumni). It seeks to provide students with a structure for exploring and understanding effective leadership theories, principles, and processes. Learning techniques utilized, coupled with guest leader presentations will help the student apply this knowledge to their personal and professional lives. It is our belief that students who combine the development of leadership skill sets with scientific education tend to be set apart from their counterparts and experience a high level of career success.

Course Description:

Exploration and critical analysis of theories, principles, and processes of effective leadership. Managing diverse teams, communication, and ethics associated with leadership. Application of knowledge to personal and professional life through projects and team assignments. Special projects may be assigned for the graduate student section (ISE 482).

Teaching Methods:

- Textbook readings
- Guest Leader presentation and interaction
- Case studies (associated with guest presentation)
- Class lectures and discussions
- Class projects and presentations (at end of semester)

- Graduate course project assignments (Graduate students only in ISE 482 or by special arrangement of the graduate student with the instructor)

Learning Outcomes:

1. Students will be able to articulate values, qualities, and skills associated with effective leadership.
2. Students will have an overview of historical leadership models that have shaped current leadership practices.
3. Students will have an understanding of various leadership theories.
4. Students will have a working knowledge and practice use of various core leadership competencies such as effective communication, values clarification, ethics and integrity, decision-making, and group roles.
5. Students will have a greater sense of their own personal and professional identity, particularly as this applies to their effectiveness as practicing engineering professionals.
6. Students will gain a greater understanding of how to effectively work in teams in order to achieve maximum group potential.

Guest Leader Presentations

Throughout the semester, there will be a series of guest leaders. These speakers were selected based on their depth of leadership experience. They will provide students with a wide variety of insights and knowledge. Each student is responsible for taking notes during the presentations.

Guest Leader Presentation Analysis

After each speaker, the students will be responsible for submitting a single typed page containing the following information (the submission (via course site) is due before the class following the presentation unless instructed otherwise):

- I. What were the key points from the presentation?
- II. What aspects of the presentation were most effective in your perspective?
- III. What changes, if any, would you suggest to make the presentation more meaningful to you?

Also, at the end of many of the guest leader presentations, case study situations will be described. Students will work on the case analysis in their preset teams. For each case, two or three teams will be selected to present an in-class presentation on their solution to the case. More information on this process will be given in class. During the first class, teams need to be formed and will work together for the duration of the semester.

Personal Leadership Strategic Plan:

A course focus is to provide each student with the knowledge and tools to create a “personalized leadership framework.” Students will gain insights from many sources (speakers, text, case studies, etc.). The culmination of the course will be that each student compiles a “Personal Leadership Strategic Plan”. This will utilize what they feel are the most effective and useful leadership principles that they have learned from the course. It will include how they will apply them to their life and future careers.

This plan will be comprehensive in that it will reflect on where you have progressed in terms of your own experiences and development. It will conclude in a specific and measurable plan for your future development and success. The specific requirements for the plan will be given out at a later date and the due date for the final submission will be announced in class and on Course Site. A sample will be posted on course site.

Grading: (The following is for ISE 382; Grading for ISE 482 (graduate section) will be discussed and distributed at a meeting with graduate students.

Grading for this class will be test, presentation, and project-based. There will be a final exam. Each course component will count as follows:

Maxwell Submissions.....15%

Guest Leader Submissions (Individual Student Presentation Analysis, Case Study responses prepared by your team.....15%

Personal Leadership Strategic Plan (Progressive assignments and final written plan).....20%

Assigned Project(s) (progress reports and final deliverable, includes written and video presentation formats).....25%

Final Exam.....25%

Note: All submissions are to Course Site unless otherwise stated.

Deductions for failure to submit by deadline date:

Maxwell Submissions, Guest Leader Submissions (individual student presentation analysis), and progressive assignments for Personal Leadership Strategic Plan: Failure to submit on the due date by the time specified will result in a value of zero for that specific submission. Personal Leadership Strategic Plan and Leadership Project Written Report submission(s): 10% deduction each day for submissions after the due date.

Course Site Utilization for submission evaluation

Weekly or routine submissions may be graded as complete (full credit) or incomplete (no credit). Incomplete typically represents no submission by deadline date. If further evaluation is deemed necessary it will appear in the feedback section. This can be faculty comment and/or a numerical grade indicating other than full credit.

Accommodations for Students with Disabilities:

If you have a disability for which you are or may be requesting accommodations, please contact both your instructor and the Office of Academic Support Services, University Center 212 (610-758-4152) as early as possible in the semester. You must have documentation from the Academic Support Services office before accommodations can be granted.

Student Electronic Submission Backup:

Students are responsible for keeping electronic back-ups of all their submissions until their grade has been finalized.

Policy on video and audio devices:

Any student voice or video recording device may be used only with the approval of the instructor and all participants of the course.