



TEXAS A&M UNIVERSITY  
**COMMERCE**

**EDUC 406.01W: Servant Leadership  
2020**

Instructors: Truitt Leake, EDD, MS, MS, BBA  
Office Location: Online!  
Office Hours: Virtual, daily  
Phone: 903-886-5520 (Ed Leadership dept); Cell will be given in Class.

Office Fax: 903-886-5507  
Email Address: [truitt.leake@tamuc.edu](mailto:truitt.leake@tamuc.edu)

Syllabus is subject to change at the instructor's discretion as we proceed through the semester.

<b>COURSE INFORMATION</b>
---------------------------

**Materials – Textbooks, Readings, Supplementary Readings:**

*No Textbook is required. We will extensively utilize available digital resources.*

**Course Description:**

EDUC 406 *Servant Leadership* (6 semester hours):

Servant Leadership is the sixth competency in the BS in Global eLearning. EDUC 406 *Servant Leadership* examines the history, dynamics and expectations of servant leadership. Emphasis will be placed on ethics and leadership in a dynamic and changing world.

**Student Learning Outcomes:**

EDUC 406 *Servant Leadership* is intended to address the following COURSE learning outcomes.

The engaged learner will:

- Examine leadership styles;
- Explore the history and principles of servant leadership;
- Research and contrast the concepts of power and authority;

- Research and contrast the strengths and weaknesses of servant leadership;
- Employ ethical communication appropriate to differing cultural settings to enhance buy-in and networking;
- Examine and contrast traditional models of organizational change; and
- Examine Sun Tzu's *The Art of War* to describe implementation strategies.
- **Research and reading from books provided throughout the semester**

## COURSE REQUIREMENTS

### Instructional / Methods / Activities Assessments

**Lesson module exams** - A grade up to 100 can be earned on the lesson module exams. I want you to take responsibility for your learning. Work with and through your instructor and class discussions to master the material.

***Discussion participation*** - A grade will be assigned for participation in the discussion group for each module.

***Reflection*** - Each module will require that you post thoughts to the journal. The same participation grading methodology will be utilized for reflection activities as that utilized for discussion participation.

***Group Assignments*** - Each student will individually be assigned to a study project. Each group will have a project for each module. The group should establish rules of operation and hold every member accountable. Please indicate on the first of the project the names of those who participated, as well as, the module for which the project is intended. Group assignments will be awarded a grade ranging from 10 downward.

***Final Project*** – A final project worth up to 100 points will be required. The final project will be defined in the course shell.

### Grading

The following final grading scale will be utilized to determine the final grade based on the overall average of your course work:

A = 90%to 100%

B = 80% to 89%

C = 70% to 79%

D = 60% to 69%

F = under 60%

**Module assignments must be submitted within established open and closing dates.**

Module deadlines will not be standardized. Late work will be accepted, with the clear understanding, that all deadlines are critical. Modules will not reopen to permit completion of late work. Assignments not submitted within due dates could receive a grade of zero.

Each student is responsible through E-mail to immediately keep the instructor informed of personal emergencies that could affect deadlines.

## TECHNOLOGY REQUIREMENTS

This is an online course and some obvious technological resources will be required.

Access to a computer with

- As a student enrolled at Texas A&M University-Commerce, you Internet access (high-speed preferred)
- Ability to access YouTube
- Microphone for class-live sessions throughout the semester IF necessary.
- Speakers for audio enhanced assignments IF necessary.
- Word processing software (Microsoft Word preferred)

have access to an email account via myLeo - all my emails sent from eCollege (and all other university emails) will go to this account, so please be sure to check it regularly. Conversely, you are to email me via the eCollege email system or your myLeo email as our spam filters will catch yahoo, hotmail, etc. and I will not check for your email in spam.

**EDUC 406 will consist of online modules.** These modules will be available on the indicated dates. **The modules will NOT be accessible BEFORE or AFTER the indicated dates.** Each module will include lecture material and voice over PowerPoint discussions. You will need internet access capable of accessing/ viewing the indicated discussions. Some materials may be presented through YouTube video.

**Students must be able to access YouTube.**

## ACCESS AND NAVIGATION

### **eCollege Technical Concerns:**

Please contact the eCollege HelpDesk, available 24 hours a day, seven days a week. by sending an email directly to [helpdesk@online.tamuc.org](mailto:helpdesk@online.tamuc.org). You may also reach the HelpDesk by calling (toll-free) 1-866-656-5511, or through the Online Chat by clicking on the "Live Support" tab within your eCollege course.

### **Course Concerns:**

If you have questions pertaining to the content of this course (e.g., questions about an exam, about course due dates, etc.), contact your instructor immediately via email, through the Virtual Office, during office hours, or by telephone.

### **Other Questions/Concerns:**

Contact the appropriate TAMU-C department relating to your questions/concern. If you are unable to reach the appropriate department with questions regarding your course enrollment, billing, advising, or financial aid, please call 903-886-5511 between the hours of 8:00 a.m.- 5:00 p.m., Monday through Friday.

## COMMUNICATION AND SUPPORT

### Interaction with Instructor Statement:

**Participation & Communication:** Each student should be active and thoughtful participants within the learning environment (eCollege) and your learning community. This includes completing all readings/assignments related to course topics and/or individual research assignments. When group topic/projects are assigned all work is expected to be shared equally and thoughtfully.

1. E-mail is the best way to reach me as I will check daily. I will reply ASAP. Please, do not send me panicked last minute e-mail, each student is responsible to keep the instructor informed of emergencies and problems with meeting weekly class schedules.
2. **Answer all class related questions in the Q&A forum provided each week. It is likely that your peers will duplicate the same question.**
3. **Emails of a personal nature should be sent to my email address via eCollege.**
4. If you want to talk via phone, you may contact me via my cell phone. Proper telephone number will be provided within the modules.

## COURSE AND UNIVERSITY PROCEDURES/POLICIES

The following items are standard expectations to be posted for all courses.

### A. Class Participation:

Systematic and timely on-line participation is expected. University policy notes that excused absences include (i) participation in an authorized university activity, (ii) illness verified by a physician, (iii) death in the immediate family, and (iv) verifiable, official court appearance. Keep in mind that this course has been developed to allow maximum flexibility in regard to your online access. You are not required to logon at specific times on specific dates. You will work with other members of the class on specific tasks. All timeframes will be formally published/sent to the instructor.

### B. Assignments Submitted by Deadlines:

Assignments are due as stated. Class participants are strongly recommended to participate in their assigned groups. Numbers generate strength. Teaming is an essential soft-skill in every academic environment and throughout your individual career. Individual team members will be evaluated; however, teams often rise or fall together. Problems regarding team participation should be discussed with the course instructor. Under no circumstances should team members be allowed a free-ride at the expense of other members.

### C. Courtesy and Respect:

**Student Conduct:** All students shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment (See Student's Guide, Policies and Procedures, Conduct). All courses will require your best effort. Course demeanor is that which is expected at the university level. Students must complete their team assignments in a timely manner. Historically those who have not done due diligence to course assignments tend to redirect course expectations. Any such variation from class protocol is unacceptable at this level and will result in immediate removal from the course. **PLEASE KEEP IN MIND THAT THE**

**COURSE E-MAIL IS NOT A FORUM FOR COMPLAINT OR PERSONAL ATTACKS!** Several have been embarrassed when discovering that these e-mails come to the instructor.

#### **D. Academic Honesty:**

Academic work submitted by you (such as papers, assignments, reports, tests) shall be **your work** or that of the team and referenced in part or in whole to the correct source. Submission of commercially prepared materials is unacceptable. Moreover, participants shall encourage honesty in others by refraining from providing materials or information with knowledge that these materials or information will be used improperly. Violation of these academic standards may result in removal or failure. Please see the TAMU-C Graduate Catalog and the Publication Manual of the American Psychological Association. Students are expected to use conventions noted in the APA Publication Manual, 5th edition, for citing sources.

Conduct that violates generally accepted standards of academic honesty is defined as academic dishonesty, which includes, but is not limited to plagiarism (the appropriation or stealing of ideas or words of another and passing them off as one's own), cheating on exams or other course assignments, collusion (the unauthorized collaboration with others in preparing course assignments) and abuse (destruction, defacing, or removal) of resource material. (Texas A&M University Commerce, Undergraduate Catalog).

#### **E. Dropping the Class:**

If you need to adjust your schedule by dropping this course, please follow university procedures to officially drop the class. If you fail to officially drop the class, a failing grade shall be assigned at the end of the course. Incompletes: Per university policy is granted only for circumstances beyond student's control which prevented the student from attending classes during Finals Week or the preceding three weeks (Policy A 12.07, 1998). The extension cannot exceed one semester. Failure to fulfill plan requirements within the specified time will result in an F.

#### **F. Course Communication**

**Course communication will occur through your MyLeo Account. You will need to regularly and systematically review your e-mail on a timely basis.**

#### **G. Students with Disabilities:**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

**Office of Student Disability Resources and Services**  
**Texas A&M University-Commerce**  
**Gee Library 132**  
**Phone (903) 886-5150 or (903) 886-5835**  
**Fax (903) 468-8148**  
[StudentDisabilityServices@tamu-commerce.edu](mailto:StudentDisabilityServices@tamu-commerce.edu)  
[Student Disability Resources & Services](#)

If you are approved for assistance by the Office of Student Disability and Resources and Services, I will do all in my power to provide the necessary accommodations and modifications.

## COURSE OUTLINE / CALENDAR

**EDUC 406 will consist of online modules.** These modules will be available on the indicated dates. **The modules will NOT be accessible BEFORE or AFTER the indicated dates.**

Each module will include reading, lecture materials, and voice over PowerPoint discussions. You will need internet access capable of accessing and viewing the indicated discussions. If you have difficulty in viewing video/power point presentations contact the instructor immediately.

Once a module is opened, the module will remain open then close as the calendar indicates. This is done to help the entire class stay on schedule and show individual engagement in weekly assignments.

As the semester unfolds working ahead is recommended and modules will be open early if students are on schedule and meeting deadlines. While I realize that some may work ahead, the purpose is to bring the entire class along together.

Each module may include discussions of various topics. The discussions are likely to utilize video available on YouTube using the Internet.

The goal in this course will be to abandon the pedagogical model in which the teacher is the fount of all knowledge. The pedagogical model should be replaced by andragogical model. You must take charge of your own learning. Share your ideas with others. Help each other. By building a viable cohort of friends, companions, and compatriots, you will do more than master this course and daily life.

Every member of the class is admonished to keep up with the materials. Do not miss the deadlines. Every learner is individually responsible for staying on track.

Establish rules for the operation for your group. Hold every member accountable. Do not cover for anyone who does not participate! Each group is free to go through the stages of storming, forming, and norming (if you do not know what this, I suggest you do some research and find out now). I suggest getting to the norming stage as quickly as possible. **DO NOT LET A NON-PARTICIPANT HOLD BACK THE PROGRESS OF YOUR GROUP.** Set due dates and require all members of the group to comply.

I know that working in groups is frustrating; however, the modern workplace is about group work. Teaming is a critical skill for success in today's world.

