Fostering Innovation through Leadership
AEC3410
Spring 2024 - 3 credit hours

Instructor

Mrs. Megan Cantrell
Lecturer, Agricultural Leadership Education
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Office hours: {Insert Office hours}

Teaching Assistant

{Insert name}
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Class Times & Location

Content provided virtually on Monday of each week
Discussion Lab Sections – Only attend the _one_ lab section you are enrolled in:
Thursday – 3:00 – 3:50PM – McCarty **B** - 3096
Thursday – 4:05 – 4:55PM – McCarty **B** - 3096

Course Description

Through leadership theory and application students will develop a model for fostering innovation through leadership. By studying key leadership theories and models, students will develop the basic skills and knowledge necessary to move an innovation from creation to implementation. Using specifically designed course experiences students will be able to think critically about leadership's direct application to innovation and change.

Course Objectives

The objectives of the course are:
1. Identify the role of resilience in leading innovation,
2. Analyze the models of adaptive leadership for innovation,
3. Synthesize theories of change for leading innovation,
4. Assess personal strengths and goals,
5. Contextually apply leadership theory to innovation and change.

Requirements

Textbook:

No required textbook – readings and supplemental materials will be available via Canvas

Technology:
To succeed in this course, you must have access to the following technology:
- Desktop Computer or Laptop
  - Audio Capabilities
  - Webcam and Microphone for synchronous sessions
- Microsoft Word - Microsoft 365 basics video training
- Internet Connection with access to Canvas
  - Canvas is the course management system at the University of Florida in which students will find course content, links to video lectures, assignments, quizzes, discussions, and grades. The use of this system will vary by instructor, but the following videos describe the most common tools in Canvas. The full student guide is provided if you have additional questions.
  - View Canvas Privacy Policy
- **Web Browser - Chrome** is the preferred browser for Canvas. If you do not have Chrome, you can download it.
- University of Florida Email
  - Students are expected to check their ufl.edu emails daily. View the Student Computing Requirements page for information on technology requirements and expectations.

Minimum Technical Skills:
Minimum technical skills required:
- Proficiency in utilizing Canvas and navigating the internet effectively.
- Competence in using email for communication purposes, including sending and receiving messages and managing attachments.
- Familiarity with commonly used word processing applications (such as Microsoft Word or Google Docs), including the ability to create, edit, and format documents.
- Basic computer skills, including understanding fundamental operations like file management, using menus and toolbars, and navigating between different applications.
- Ability to perform online research using a variety of search engines and library databases.
- Basic video editing skills

Instructor Response & Feedback
All students are expected to check UF email regularly. Please ensure that you will have reliable access to this over the semester. Some information corresponded via email or Canvas announcement may be time-sensitive. Correspondence is expected to be professional and follow AEC Expectations for Writing. **Please expect responses from the instructor team to emails and inquiries within 24 business hours (8AM – 5PM, Monday through Fridays, excluding holidays).** *PLEASE CONTACT THE INSTRUCTOR THROUGH UF EMAIL at mstein17@ufl.edu.* Mrs. Cantrell is unable to access Canvas message when she is travelling to present leadership training throughout Florida and the southeast.

The instructor team will provide students with feedback within two weeks of the submission deadline. This excludes any UF holidays, natural disasters, or holiday breaks.

Assignments

Leadership Philosophy:
Every successful leader carries deep within a statement of leadership and the beliefs held about leadership. A philosophy statement is the critical analysis of fundamental assumptions or beliefs – it is highly personal.

This assignment contains three components: 1) a Philosophy Statement of beliefs and 2) Justification and explanation of your beliefs, 3) Wordle reflection. First-person is appropriate.

First Component: Philosophy Statement of beliefs, 1 page, **single-spaced** statement.

The philosophy will only be effective if it is read, so keep it short. Most leaders are able to keep theirs to no more than two typewritten pages. A one-pager is even better. Some key ingredients should be:

- How do you define a leader?
    - Traits, Competencies/Skills, Behaviors, etc. you believe a leader should have.
- How do you define leadership?
    - What is the process like, what do you believe it should be?

Second Component: Justification and Explanation, 5-6 page **double spaced** paper (1 inch margins, 12pt. font)

What environmental, organizational, or cultural experiences contribute to your understanding of leadership?

How does innovation fit into leadership?

Although there is no wrong answer – please continually ask yourself "why?" – why you might hold the beliefs you do and the impact they have made on your leadership philosophy. Use personal stories or examples to defend how you came to your current leadership philosophy.

Discussion Posts & Reflections:
These are reflections based on the application of course content. You will be provided a prompt on Canvas that you will reflect on and write or record a response to the prompt.

Quizzes:
You will have quizzes during the course to gauge your progress in mastering the concepts covered. Each quiz is non-cumulative, only new or current material will be included. These will be completed in online via Canvas. Quizzes may cover lectures, readings, assessments, activities, and other material included in the online modules.

Tentative Course Calendar

Week	Topic	Assignments
1 January 8 - 114	Syllabus & Course Expectations Collegiate Writing	
2 January 16 - 21	Change Theory & Leadership 101	
3 January 22 - 28	Values	Reflection 1 – January 28
4 January 29 – February 4	Feedback & Conflict Management	
5 February 5 - 11	Clifton Strengths	
6 February 12 - 18	Mentoring	Quiz 1 – February 18
7 February 19 - 25	Diffusion of Innovation	Reflection 2 – February 25
8 February 26 – March 3	Dark Side of Innovation	
9 March 4 - 8	Leadership Ethics	Reflection 3 – **March 8 - FRIDAY**
SPRING BREAK		
10 March 18 - 24	Adaptive Leadership	Quiz 2 – March 24
11 March 25 – 31	Generations	Philosophy Statement Draft – March 31
12 April 1 - 7	Funding Innovation	
13 April 8 - 14	Critical Thinking Decision Making – Teamwork	Philosophy Statement Draft Peer Reviews – April 14
14 April 15 - 21	Resilience	Final Philosophy Statement – April 21
15 April 22 - 24	Course Connections	Quiz 3 – **April 24 - WEDNESDAY**

Point Breakdown

Assignment	Due Date	Possible Points	Points Earned
Reflection 1	1/28	30	
Quiz 1	2/18	70	
Reflection 2	2/25	30	
Reflection 3	3/8	30	
Quiz 2	3/24	70	
Philosophy Statement Draft	3/31	0	
Philosophy Statement Peer Review	4/14	25	
Final Philosophy Statement	4/21	100	
Quiz 3	4/24	70	
Lab Participation	Throughout	75	
TOTAL POINTS		500	

Total = _____/500

*Extra credit may be given out through the semester at the instructor's discretion.
This syllabus is subject to change at the discretion of the instructor

Course Grading:
Please note grades are based on points not percentages.

500 - 465 = A	434 – 415 = B	384 – 365 = C	334 – 315 = D
464 - 450 = A-	414 – 400 = B-	364 – 350= C-	314 - 300 = D-
449 – 435 = B+	399 – 385 = C+	349 – 335 = D+	299 or below = E

Further information about UF grading policies can be found here:
https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/

Course Policies

Assignment Submission
The majority of your assignments should be submitted via the e-Learning assignments tool in Word (.doc or .docx) or .pdf format and are due on the dates listed in the syllabus. Pages files will not be accepted. Assignments will only be accepted via email with prior approval by the instructor. You may submit **ONE** late assignment within seven days of its due date without penalty. This late assignment waiver is not eligible on quizzes, group work, pop-up check-ins, or assignments due within seven days of the last day of the semester. Otherwise, **late assignments will receive a zero** unless *prior* accommodations have been approved by the instructor or you have a valid, University-approved excuse. Students are expected to complete all assignments within the course during the time frame specified. **It is your responsibility to make sure your assignments have been received by the instructor**; if you suspect you are having computer issues, you will need to submit a copy of a UF Help Desk ticket as proof of your technical issues. Otherwise, your assignment will be considered late.

Academic Integrity

UF's Academic Honesty Statement:

As a student at the University of Florida, you have committed yourself to uphold the Honor Code, which includes the following pledge: ***"We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity."*** You are expected to exhibit behavior consistent with this commitment to the UF academic community, and on all work submitted for credit at the University of Florida, the following pledge is either required or implied: ***"On my honor, I have neither given nor received unauthorized aid in doing this assignment."***

It is assumed that you will complete all work independently in each course unless the instructor provides explicit permission for you to collaborate on course tasks (e.g., assignments, papers, quizzes, exams). Furthermore, as part of your obligation to uphold the Honor Code, you should report any condition that facilitates dishonesty to the instructor, department chair, college dean or Student Honor Court. **It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code.** Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary action. For more information regarding the Student Honor Code, please see: UF Student Code of Conduct Webpage.

Plagiarism:

Plagiarism includes taking **verbatim phrases of *just a few words*** without permission or full attribution. It includes ***quoting too much*** from your sources, thereby substituting their expression for your own, or quoting too much from one source, effectively taking more than a *fair use* of their work. **Over quoting (direct quotes)** comprising more than 10% of any assignment will be considered plagiarism. Plagiarism includes ***unique expression***, which can be a phrase of a few words or a simple moniker. Our writing is mostly *our own expression*. When writing for science and business, we base our work on **facts** obtained from a variety of **credible sources.** We give credit where it is due. We **cite our sources** so others can access the information we present. When appropriate, we very carefully, ethically, and lawfully use others' expression of that information. We obtain permission to use our sources' expression or give full credit for a *limited, fair use,* including direct quotes.

Usage of Artificial Intelligence:

If you are suspected of using artificial intelligence (including, but not limited to Chat GPT) without permission, your grade could be penalized up to 100%. Exception: Use of Grammarly is permitted and encouraged.

Attendance Policies

Requirements for class attendance and make-up exams, assignments and other work are consistent with university policies that can be found at: UF Attendance Policies.

Institutional Policies

Recording Statement

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2) in connection with a complaint to the university, or (3)

as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor.

A "class lecture" is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or guest lecturer during a class session. Publication without permission of the instructor is prohibited. To "publish" means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another

student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct Code. UF IN-CLASS RECORDING

Software Use

All faculty, staff and students of the university are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against university policies and rules, disciplinary action will be taken as appropriate. UF ACCEPTABLE USE POLICY

Course Evaluations

Student assessment of instruction is an important part of efforts to improve teaching and learning. At the end of the semester, students are expected to provide feedback on the quality of instruction in this course using a standard set of university and college criteria. Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at: https://gatorevals.aa.ufl.edu/students/. Students will be notified when the evaluation period opens and can complete evaluations through the email, they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via https://ufl.bluera.com/ufl/. Summaries of course evaluation results are available to students at: https://gatorevals.aa.ufl.edu/public-results/

Student Services

Health & Wellness
- U Matter, We Care
  - If you or someone you know is in distress, please contact umatter@ufl.edu, 352-392-1575, or visit U Matter, We Care website to refer or report a concern and a team member will reach out to the student in distress.

- Counseling and Wellness Center
  - Visit the Counseling and Wellness Center website or call 352-392-1575 for information on crisis services as well as non-crisis services.
  - Students experiencing crises or personal problems that interfere with their general well-being are encouraged to utilize the university's counseling resources. The Counseling & Wellness Center provides confidential counseling services at no cost for currently enrolled students.
- Student Health Care Center
  - Call 352-392-1161 for 24/7 information to help you find the care you need, or visit the Student Health Care Center website.
- University Police Department
  - Visit UF Police Department website or call 352-392-1111 (or 9-1-1 for emergencies).
- GatorWell Health Promotion Services
  - For prevention services focused on optimal wellbeing, including Wellness Coaching for Academic Success, visit the GatorWell website or call 352-273-4450.

Academic Resources
- E-learning technical support
- Contact the UF Computing Help Desk at 352-392-4357 or via e-mail at helpdesk@ufl.edu.
- Career Connections Center
  - Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services.
- Library Support
  - Various ways to receive assistance with respect to using the libraries or finding resources.
- Teaching Center
  - Broward Hall, 352-392-2010 or to make an appointment 352-392-6420. General study skills and tutoring.
- Writing Studio
  - 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.
- Student Complaints On-Campus
  - Visit the Student Honor Code and Student Conduct Code webpage for more information.
- On-Line Students Complaints
  - View the Distance Learning Student Complaint Process.

Services for Students with Disabilities
The Disability Resource Center coordinates the needed accommodations of students with disabilities. This includes registering disabilities, recommending academic accommodations within the classroom, accessing special adaptive computer equipment, providing interpretation services and mediating faculty-student disability related issues. Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then

provide this documentation to the Instructor when requesting accommodation
0001 Reid Hall, 352-392-8565, [UF Disability Resource Center.](#)
[Canvas Accessibility Standards](#)
[Zoom Accessibility Information](#)