

PubH 7200-135 Class #89365
**Culturally Responsive Leadership and
Management**
Course Syllabus
May Session 2007

Credits:	1.0
Meeting Days/Time:	June 4, 2007 9:00 am-12:00 pm June 5, 6, 8, 2007 8:00 am-12:00 pm
Meeting Place:	Carlson School of Management – Room 1-132
Instructor:	Sharon Sayles Belton
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Office Hours:	By appointment

I. Course Description

The course provides an opportunity for participants to examine the fundamental practices of leadership and their application in a diverse multicultural environment. Participants will explore the roles of successful leaders from diverse backgrounds and perspectives, the challenges associated hiring and the promotion of people of color in leadership roles and the implication associated with advancing public health policy.

II. Course Prerequisites

None

III. Course Goals and Objectives

Upon completion of this course, each student will be able to:

1. Describe the differences and perceptions of authentic leadership among racial/ethnic/cultural groups
2. Identify barriers to leadership for underrepresented communities and their constituents
3. Describe the elements of a public health plan that will effectively impact the public health of communities of color.
4. Design a public policy plan to increase the presence and retention of culturally diverse leaders in Minnesota community health organizations

IV. Methods of Instruction and Work Expectations

- Lectures, panel presentations and visit to community based health care organization that serves communities of color.

Students will be expected to spend about 3 – 6 hours per day reading materials, participating in on-site learning and their group project. Grades will also be assigned for class participation. The last class will include presentations of the group project.

- Quizzes, lasting approximately 5-10 minutes, will begin each class.
The quizzes will cover key points from the assigned readings.
- Assignments will be due before the class following the one in which they are handed out.
Assignments will be graded on a 10-point scale. (2 Assignments)
- Grades will be assigned for classroom participation.
Students will be able to obtain credit for classroom participation by actively participating in discussions and interaction with panel participants.
- The group project will require students to develop a written plan to address a public health challenge facing a community of color.
The instructor will assign topic to groups randomly selected from the course roster. The written assignment will be due during the final class and each group will make a 20-minute presentation of their program or plan to the class.
 - This course will be highly interactive.
 - Students will participate in discussions in which they explore the roles of successful leaders from diverse perspectives, including the impact of racism/bias on leadership.
 - Student will be expected to attend all sessions and will write a short reflection paper describing their own recommendations for creating and maintaining a climate to support culturally diverse leaders.

V. Course Text and Readings

Required Readings: Please note, copies of journal articles are not supplied unless specified. Students are responsible for downloading all course materials and completing pre-course assignments.

To access the articles with a PMID number, go to the PubMed website at <http://www.ncbi.nlm.nih.gov/entrez/query.fcgi>

Type in the PMID number listed on the course materials, click the go button

This takes you to a citation page, click on the author name

This takes you to the abstract page, click on the journal title button

This takes you to the full journal article

To access all other articles, go to the U of MN libraries website at <http://www.lib.umn.edu/articles/ej.phtml>

Type in the journal title in the “Search For” box, click the go button

This takes you to a list of possible journal titles, click on the title you want

This takes you to a search form, fill in citation information, click the go button

You will be prompted to login with your X.500 number and password

This will take you to the journal and the abstract of the article

Find on the page where it says Full Text or PDF (it is different for each journal), click on that and the full text will open.

Required Text Book

The textbooks are required for this course. For best service, we suggest you order books directly from Amazon.com <http://www.amazon.com> or you may purchase books from the University of Minnesota bookstore located in Coffman Memorial Union on the East Bank of the University.

The Leadership Challenge by James M. Kouzes and Barry Z. Posner
Jossey-Bass Publishers/ San Francisco, ISBN 0-7879-5678-3

Shared Power, John M. Bryson with Robert C. Einsweiler, from the Readings for Leaders Series Volume 4, Harland Cleveland, ISBN 0819184586.
Chapters 3, 4, 5

Selected chapters from the textbooks listed below will be provided in class.

These textbooks are not required for this course, but you might find them a useful reference. For best service, we suggest you order books directly from Amazon.com <http://www.amazon.com>.

Collins, J. (2001). Good to Great: Why Some Companies Make the Leap and Others Don't, Harper Business Associates, New York, N.Y. ISBN: 0066620996

- Chapter 4
- Chapter 5

Block P., Blanchard K., Wheatley M., and Autry J. (1998), Insights on Leadership: Service, Stewardship, Spirit, and Servant-Leadership, John Wiley & Sons, Inc. ISBN: 0471176346

- Chapter 15 Healing Leadership
- Chapter 16 Leading from Within

VI. Course Outline/Weekly Schedule

Day 1	<p>Exploration of the Fundamentals of Leadership and Management Responsive Leadership: What Does It Really Mean? Guest: Hennepin County Medical Center Senior Administrator Group Assignment</p>
Day 2	<p>Leadership styles/Framework of cultural, ethnic and racial differences in leadership from a community perspective including a multicultural panel presentation. Four (4) guest panel Quiz Turn in individual writing assignment.</p>
Day 3	<p>Stakeholders Assessment Sharing Power Understanding the Community We Served: How to Develop a Authentic Community Partnership Guest: Public Health/ Public Relations presenter Quiz</p>
Day 4	<p>Changing Demographic and Leadership Implication. Emerging Leaders Group Presentations</p>

VII. Evaluation and Grading

- Class participation (20 points, 20% of grade)
- Daily quiz (10 points, 10% of grade)
- Written assignment (20 points, 20%of grade) 2 assignments
- Group assignments (50 points, 50% of grade)

Assignments must be turned in on their due dates. Late assignments must be negotiated with the instructor. Daily attendance is mandatory. Students not participating in the full course activity will be assigned a failing grade.

This course is offered by A/F or S/N

- **A/F letter grade will be determined by total effort as follows:**

A = 93-100%	(4.0) Represents achievement that is outstanding relative to the level necessary to meet course requirements.
A- = 90-93%	(3.67)
B+ = 87-90%	(3.33)
B = 83-87%	(3.0) Represents achievement that is significantly above the level necessary to meet course requirements.
B- = 80-83%	(2.67)
C+ = 77-80%	(2.33)
C = 73-77%	(2.0) Represents achievement that meets the minimum course requirements in every respect.
C- = 70-73%	(1.67)
D+ = 67-70%	(1.0)
D = 63-67%	(1.0) Achievement that is worthy of credit even though it fails to meet fully the course requirements.
D- = 60-63%	
F = below 60%	Represents failure (or no credit) and signifies that the work was either (1) completed but at a level of achievement that is not worthy of credit or (2) was not completed and there was no agreement between the instructor and the student that the student would be awarded an I.

- **S/N option must complete all assignments to a C- level (70%):**

S	Achievement that is satisfactory which is equivalent to a C- or better (achievement is at the discretion of the instructor but may be no lower than a C-).
N	Represents failure (or no credit) and signifies that the work was either (1) completed but at a level of achievement that is not worthy of credit or (2) was not completed and there was no agreement between the instructor and the student that the student would be awarded an I.

PLEASE NOTE:

If applicable, students may change grading options during the initial registration period or during the first two weeks of the term. **The grading option for a Public Health Institute 4-day course may not be changed after the second day of class. Or, after the first day of class for a 2-day course.**

Incomplete Grade

An incomplete grade is permitted only in cases of exceptional circumstances and following consultation with the instructor. In such cases an "I" grade will require a specific written agreement between the instructor and the student specifying the time and manner in which the student will complete the course requirements. Extension for completion of the work will not exceed one year.

University of Minnesota Uniform Grading and Transcript Policy

A link to the policy can be found at onestop.umn.edu.

VIII. Other Course Information and Policies

Grade Option Change (if applicable)

For full-semester courses, students may change their grad option, if applicable, through the second week of the semester. Grade option change deadlines for other terms (i.e. summer and half-semester) can be found

at onestop.umn.edu. **The grading option for Public Health Institute courses may not be changed after the second day of class for 4-day courses. Grading options for 2 day courses may not be changed after the first day class.**

Course Withdrawal

Students should refer to the Refund and Drop/Add Deadlines for the particular term at onestop.umn.edu for information and deadlines for withdrawing from a course. As a courtesy, students should notify their instructor and, if applicable, advisor of their intent to withdraw. See section below for rules about Public Health Institute courses.

Students wishing to withdraw from a course after the noted final deadline for a particular term must contact the School of Public Health Student Services Center at sph-ssc@umn.edu for further information

WITHDRAWAL POLICY FOR PUBLIC HEALTH INSTITUTE COURSES

School of Public Health students may withdraw from a 4-day course **through the second day of class** without permission and no "W" will appear on the transcript. Students enrolled in 2-day courses may withdraw only through the first day of class. **After these withdrawal deadlines pass** students are required to do the following.

- The student must contact and notify their advisor and course instructor informing them of the decision to withdraw from the course.
- The student must send an e-mail to the SPH Student Services Center (SSC) at sph-ssc@umn.edu. The email must provide the student name, ID#, course number, section number, semester, and year with instructions to withdraw the student from the course, and acknowledgement that the instructor and advisor have been contacted.
- The advisor and instructor must email the SSC acknowledging the student is canceling the course. All parties must be notified of the student's intent.
- The SSC will complete the process by withdrawing the student from the course after receiving all emails (student, advisor, and instructor). A "W" will be placed and remain on the student transcript for the course.

Student Conduct, Scholastic Dishonesty and Sexual Harassment Policies

Students are responsible for knowing the University of Minnesota, Board of Regents' policy on Student Conduct and Sexual Harassment found at www.umn.edu/regents/polindex.html.

Students are responsible for maintaining scholastic honesty in their work at all times. Students engaged in scholastic dishonesty will be penalized, and offenses will be reported to the Office of Student Academic Integrity (OSAI, www.osai.umn.edu).

The University's Student Conduct Code defines scholastic dishonesty as "plagiarizing; cheating on assignments or examinations; engaging in unauthorized collaboration on academic work; taking, acquiring, or using test materials without faculty permission; submitting false or incomplete records of academic achievement; acting alone or in cooperation with another to falsify records or to obtain dishonestly grades, honors, awards, or professional endorsement; or altering, forging, or misusing a University academic record; or fabricating or falsifying of data, research procedures, or data analysis."

Plagiarism is an important element of this policy. It is defined as the presentation of another's writing or ideas as your own. Serious, intentional plagiarism will result in a grade of "F" or "N" for the entire course. For more information on this policy and for a helpful discussion of preventing plagiarism, please consult University policies and procedures regarding academic integrity: <http://writing.umn.edu/tww/plagiarism/>.

Students are urged to be careful that they properly attribute and cite others' work in their own writing. For guidelines for correctly citing sources, go to <http://tutorial.lib.umn.edu/> and click on "Citing Sources".

In addition, original work is expected in this course. It is unacceptable to hand in assignments for this course for which you receive credit in another course unless by prior agreement with the instructor. Building on a line of work begun in another course or leading to a thesis, dissertation, or final project is acceptable.

If you have any questions, consult the instructor.

Students should refer to the Refund and Drop/Add Deadlines for the particular term at onestop.umn.edu for information and deadlines for withdrawing from a course. As a courtesy, students should notify their instructor and, if applicable, advisor of their intent to withdraw.

Students wishing to withdraw from a course after the noted final deadline for a particular term must contact the School of Public Health Student Services Center at sph-ssc@umn.edu for further information

Disability Statement

It is University policy to provide, on a flexible and individualized basis, reasonable accommodations to students who have a documented disability (e.g., physical, learning, psychiatric, vision, hearing, or systemic) that may affect their ability to participate in course activities or to meet course requirements. Students with disabilities are encouraged to contact Disability Services to have a confidential discussion of their individual needs for accommodations. Disability Services is located in Suite 180 McNamara Alumni Center, 200 Oak Street. Staff can be reached by calling 612/626-1333 (voice or TTY).