

Syllabus for ITM 705: Leading the IT Function

NOTE: This syllabus document contains the basic information for this course. The most current syllabus is available in the full course.

Prerequisites

None

Course Description

This course focuses on the difference between and application of management and leadership theories in an IT environment. Utilizing an array of assessment activities, students will identify and understand their own personal assets and liabilities to become effective leaders and agents of change in a complex adaptive system.

Course Learning Objectives

Upon completion of the course, you will be able to do the following:

1. Understand the historical and current leadership theories in a personal, local, and global context related to IT Management
2. Identify their own personal leadership identities and how that shapes IT leadership and followership.
3. Assess how ethics, morals, and values relate to their leadership dilemmas.
4. Demonstrate effective communication skills in an IT context with an emphasis on written communications.

Course Alignment with Program Outcomes

This course addresses the following competencies and program outcomes of the Master of Science in Information Technology Management:

Competency B: Lead and manage technology functions, projects, and personnel

- o Program Outcome 5: Develop organizational leadership skills relevant for IT management
- o Program Outcome 6: Lead IT personnel to meet organizational needs

Competency C: Demonstrate effective professional collaboration and soft skills appropriate for technology settings

- o Program Outcome 8: Demonstrate the ability to effectively communicate with stakeholders across the organization
- o Program Outcome 9: Demonstrate professional behavioral skills accounting for ethics, diversity and cultural sensitivity

Course Activities and Assessments

A variety of journal entries, self-assessments, essays, and portfolios are used to assess your learning. You will also use discussion boards to share, evaluate and reflect on what you have learned in the course.

Most of the assignments have a rubric associated with them. Rubrics attached to an assignment may be tricky to locate, so consult the **Canvas Quick Guide** in the **Course Information section of the course** for more information on how to do so.

Course Outline

The course is organized into the following modules:

Module	Topic
1	Leadership in Context
2	Leadership Traits
3	Engaging Strengths
4	Leadership Philosophy and Styles
5	Tasks & Relationships
6	Developing Leadership Skills
7	Creating a vision
8	Establishing a Constructive Climate
9	Embracing Diversity and Inclusion
10	Handling Conflict
11	Ethics in Leadership
12	Overcoming Obstacles

Course Assignments

Discussion Forums: This is an online, asynchronous course. As such, participation in the online discussion forums demonstrate your engagement and attendance. The purpose of a group discussion is to practice critical thinking and communication in the subject/ discipline; evaluate positions, arguments, or designs; defend your own position; identify problems, conflicts, and inconsistencies; get feedback from peers; and draw on others' expertise and prior knowledge. You are expected to do weekly assigned reading in the textbook and watch/read the learning resources listed in the module, **before entering discussions**.

1. Discussion prompts are posted in each module. Discussion postings should be posted throughout the module (not posted all in one day, only at the beginning, or only on the last day of the module). For this course, your initial posts should be posted by 11:59 p.m. on Thursdays. Discussion reply posts should be posted by 11:59 p.m. on Sundays.

2. When responding to a classmate, it is not acceptable to simply say "I agree" or "I disagree but should instead contain personal experiences or reference research. Responses not meeting that criterion will not count toward your two weekly minimum required posts.

3. Discussion Kindness – although you may be tempted to respond to everything you see, please be respectful of other students’ time and do not “over-post” on the boards. Remember, we are all working and balancing lives, and this class is an added activity. In addition, please be respectful when responding to or originating posts. It is fine to disagree; however, please do so in an appropriate manner.

Self-Assessment Essay: Utilizing the assessment tools provided in the Northouse textbook, you will provide an honest assessment of your current strengths and weaknesses as a leader. This essay should address each strength or weakness, including examples applicable in an IT environment. The goal is to identify which traits you believe you can improve upon and an action plan describing where and how you will improve upon the identified traits.

Leadership Journal: Throughout the course, you are expected to maintain a leadership journal. This should include your personal leadership moments or leadership experiences you encounter (good or bad). Journal entries are used as tools for reflection. By consciously thinking about and comparing issues, life experiences, and course readings, you are better able to understand links between theory and practice and generate justifiable, well-supported opinions. Try to connect the reading material with ideas, concerns, or experiences you have had outside the course.

IT Manager Leadership Interview: The interview is designed to measure your learning against all four of the course learning outcomes. By curating a relevant list of questions related to leadership topics, you will demonstrate how leadership theory is put into practice with someone currently in an IT leadership position. Furthermore, this is an opportunity for you to dig deeper into how your personal strengths and opportunities for improvement may compare and contrast to another IT leader who is outside your current work culture. Do your skills and talents transfer? Are there themes as to what challenges IT leaders face and are you prepared to meet those challenges?

Leadership Portfolio: When thinking about leadership, it is worthwhile to assess what you learned from your past experiences and how you changed over time. One way you will assess and organize your leadership evolution is by assembling a leadership portfolio. In general, a portfolio is a collection of artifacts (documents, objects, works, reflections, and products) that provide a tangible record of your growth, change, learning, progress, and achievements throughout the semester. This record of growth should be relatively simple to achieve by sifting through your discussion responses, peer reviews, leadership journal entries, and self-assessment reflection papers. The portfolio should demonstrate what you have learned, where you are now in your personal and professional leadership development, and where you want to be in the future. Keep in mind, this portfolio could (and should) progress with you through your IT Management degree. Leadership and IT management skills in general will evolve throughout your coursework.

The portfolio provides you the opportunity to document your growth as a manager over a period of time with tangible examples. The portfolio requires examples or evidence of your leadership practice and growth throughout the course and will include these sections:

1. Meaningful Insights	5. Weaknesses/Obstacles/Opportunities
2. Leadership Philosophy	6. Career Progression Plan
3. Self-Assessment	7. Supplementary Materials
4. Strength(s) Assessment	

Grading

Assignments	Points
Leadership Journal Entries (12 x 12 points)	144
Discussions (13 x 15 points)	195
Self-Assessment Essay (1 x 50 points)	50
IT Manager Leadership Interview (1 x 50 points)	50
Leadership Portfolio (150 points)	150
Total	589 points

Letter Grade	Percentage
A	100-90%
A-	<90-85%
B+	<85-80%
B	<80-75%
B-	<75-70%
C+	<70-65%
C	<65-60%
C-	<60-55%
F	<55-50%