**<http://info.rpi.edu/archer-center>**

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**Section Schedules and Instructors**

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| **Section** | **Day and Time** | **Instructor/Email** |
| **Summer Term II** | **Mondays & Thursdays; 8-10:05AM** | **Susan Henry Henrys3@rpi.edu** |
| **Summer Term III** | **Mondays & Thursdays; 1:30-3:35PM** | **Judith Obiero Obierj@rpi.edu** |

**Office Hours:** Please email your instructor for virtual office hour appointments.

# PDLC Mission Statement:

The PD: Leadership Competencies course complements Professional Development 1 / Introduction to Engineering Design by providing a model of professional leadership which students may apply while determining their future after graduation and in their work as new engineering professionals. Through experiential learning, students are exposed to professional skills including ethical decision-making, critical thinking, and tools to succeed in a diverse organizational culture. The interactive learning approach, in addition to discussions, exams, and presentations, is designed to promote further development of students’ leadership abilities.

**This course addresses the following accreditation requirements from ABET Engineering Criteria:**

Engineering programs must demonstrate that their graduates have: […]

* an ability to apply engineering design to produce solutions that meet specified needs with consideration of public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors
* an ability to communicate effectively with a range of audiences
* an ability to recognize ethical and professional responsibilities in engineering situations and make informed judgments, which must consider the impact of engineering solutions in global, economic, environmental, and societal contexts
* an ability to function effectively on a team whose members together provide leadership, create a collaborative and inclusive environment, establish goals, plan tasks, and meet objectives

**Learning Objectives:**

At the end of PD: Leadership Competencies, students will be able to:

* incorporate philosophical and professional ethical principles into their leadership practices in order to develop personal ethical guidelines
* utilize critical thinking skills to analyze professional scenarios and determine proper course of action
* identify their strengths and weaknesses regarding leadership development competencies and articulate a plan for growth
* recognize the impact of social identities and social inequalities in different professional environments
* apply leadership and professional development competencies in their professional/academic practice

**Grading:**

##### Final Grade consists of:

Leadership Competency Reflection

& Development Plan 30%

Cultural Competency Presentation 25%

Ethics Exam 20%

Leadership Evaluation Assignment 25%

TOTAL 100%

93 – 100 A

90 – 92 A-

87 – 89 B+

83 – 86 B

80 – 82 B-

77 – 79 C+

73 – 76 C

70 – 72 C-

65 – 69 D+

60 – 64 D

< 60 F

**EXPECTATIONS AND POLICIES:**

**Assignment Policy**

**All assignments are due via the method and date noted on the syllabus, unless otherwise indicated**. Students who miss the due date for the Leadership Competency Reflection & Development Plan due to an excused absence will be permitted to make it up within 7 calendar days of the original due date. **Students with an unexcused absence will NOT be able to make up the Leadership Competency Reflection & Development Plan.**

**ALL group members must be present during the Cultural Competency Presentation.** Failure to be present during these group activities/presentations will result in the loss of the indicated grade percentage for the assignment (s), unless it is due to an excused absence.

**Exam Policy**

**The exam will be available on LMS for 168 hours from August 9th to August 16th. The exam covers all reading material assigned prior to the date of the exam. Missing class immediately prior to an exam date does not exempt a student from taking the exam.** Students with extenuating circumstances should contact the instructor(s) prior to class. Students must then obtain documentation from the Student Success office (refer to attendance policy detailed below) **AND** obtain permission from the instructor(s) in order to make up the exam. If the excused absence is accepted by the instructor(s), students will be allowed to make up the exam within 7 calendar days. **Students without a written excuse from the Student Success office will NOT be allowed to make up a missed exam**. If you have testing accommodations, please inform your instructor before the exam.

**Attendance Policy**

Classroom attendance is required for this course. Attendance will be taken at the beginning of class. Students are expected to be on time and remain for the full class period. Attendance is critical for success in PDLC.It is the student’s responsibility to contact the instructor and to obtain any course materials missed due to excused or unexcused absences. Beginning the first week of class, students with four (4) or more unexcused absences may fail PDLC. **Please note that an unexcused absence on a presentation day will result in an automatic 10-point deduction from your final grade.**  **In order for an absence to be considered excused, students must provide documentation from the Student Success office (**[**http://se.rpi.edu/policies/ea/**](http://se.rpi.edu/policies/ea/)**), or other appropriate documentation, and obtain permission from the instructor.** If the instructor has concerns regarding a student’s success; one of the academic tools may be leveraged to assist in supporting the student. An example may be an EWS submission for concerns relating to but not limited to irregular attendance, missing assignments, below average performance on graded assignments/quizzes. Students are expected to attend the section for which they are registered unless they obtain permission from their instructor.

**Academic Integrity**

Students are expected to maintain academic integrity. **Participation in academic dishonesty, as defined in the current Rensselaer Student Handbook, may result in failure of the course.** All assignments outside of class must be completed individually unless instructor specifies otherwise. All assignments will be submitted via LMS and put through SafeAssign software to check for plagiarism

Integrating concepts from Professional Development 1 / IED and the School of Humanities and Social Sciences PD 2 course is encouraged; **however it is unacceptable to submit work written for another class**. Handing in previously submitted assignments is considered academic dishonesty and may result in failure in this course.

**Students with Disabilities**

Any student who feels they may need an accommodation based on the impact of a disability should contact his/her instructor privately to discuss specific needs. Please contact Disabilities Services for Students, located in Academy Hall, at (518) 276-8197 to submit your documentation and coordinate necessary and reasonable accommodation.

**NOTES:**

**\*Assigned Readings are available via LMS and should be read before prior to attending class.**

**\*\* Students will be assigned to a group during our first class meeting. If you are absent from the first week’s class, it is your responsibility to ask as to which group you have been assigned.**

**\*\*\*The Exam will be taken online via the course’s LMS page.**

***\*NOTE: Unexcused Absences on presentation days will result in a 10-point deduction on your final grade.\****

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| **Class** | **Dates** | **Topics** | **Notes** | **Assignments** |
| **1** | July 10th | **Introduction/Course Overview** | Syllabus Review   * Top Performer Differential * SMART GOALS | **Upload Community Agreements to General WebEx Chat Space** |
| **2** | July 13th | **Competency-Based Interviewing Strategies** | **READ:** “Engineering Leadership: Grounding Leadership Theories in Engineer’s Professional Identity”  **Available via LMS**   * ’60 Second Sell’ Overview * Leadership Competency Matrix |  |
| **3** | July 17th | **Marketing Yourself/Individual Presentation Assignment** | **60 Second Sells will be delivered virtually via Webex Teams** | **60 Second Sell** |
| **4** | July 20th | **Emotional Intelligence and Critical Thinking** | **\*READ:** “Our Concept & Definition of Critical Thinking” and “What Makes a Leader”  **Available via LMS** | **Leadership Competency Reflection Assignment**  **DUE by July 24th at 9AM**  Via LMS |
| **5** | July 24th | **Cultural Competency** | **\*READ:** “Diversity and Human Rights Consortium: What is Cultural Competency?”  **Available via LMS** |  |
| **6** | July 27th | **Organizational Culture & Personal Ethics** |  | **Sign-up in Class for your Leadership Evaluation Day/Pair**  *\*Pair must both be members of the same team\** |
| **7** | July 31st | **1st round of presentations on Areas of Cultural Competency- Diversity: 1) Intergenerational; 2) Gender Identity; 3) Race & Ethnicity** | Whole class presentations and discussions with each group required to include interactive component for class to help convey key point/s | In-Class Group Presentation on Readings  **Submit copy of slides via LMS** |
| **8** | August 3rd | **2nd round of presentations on Areas of Cultural Competency- Globalization: 1) Inclusive Workplace Communication; 2) Inclusive Engineering Design & Manufacturing; 3) Inclusive Recruitment & Retention Practices** | Whole class is presentations and discussions with each group required to include interactive component for class to help convey key point/s | In-Class Group Presentation on Readings  **Submit copy of slides via LMS** |
| **9** | August 7th | **Ethics Part Two- Professional Responsibilities** | **READ:** “Engineering Codes of Ethics and the Duty to Set a Moral Precedent”  **Available via LMS** | **Check-in with instructor for Leadership Evaluation Problem approval**  **Ethics Exam OPEN August 9th – Aug 16th**  **Will be accessible from 12AM EST on Aug 9th**  **until 11:59PM EST on Aug 16th.**  Readings covered on this exam include: Logical toolkit; “Engineering Codes of Ethics and the Duty to Set a Moral Precedent” |
| **10** | August 10th | **Leadership Evaluation Simulations/ Presentations**  **Day 1** | Pairs will have 40 minutes to present and lead teams through their chosen problem. 10 minutes are allotted for the team to provide the Co-leads with feedback. | In-class pair ‘problem-solving’ presentations |
| **11** | August 14th | **Leadership Evaluation Simulations/ Presentations**  **Day 2** | Pairs will have 40 minutes to present and lead teams through their chosen problem. 10 minutes are allotted for the team to provide the Co-leads with feedback. | In-class pair ‘problem-solving’ presentations  **Ethics Exam closes on August 16th at 11:59PM EST** |
| **12** | August 17th | **No Class** |  | **Final Leadership Evaluation Reflection Assignment due by 11:59PM on August 18th** |