



BUSN 3701

Practicum IV: Building Networks for Success
Fall 2023

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Class Meetings: **Wednesdays** 1:25 p.m. – 2:15 p.m.
Class Location: Friday 385
Office Hours: Mon. 1:30 – 2:30 pm, Wed. 2:15 - 3:15 pm (Friday Bldg and Zoom)
And by Appointment

Class Materials: Instructor Articles – access on Canvas
Wall Street Journal or other Business News Sources

Check Canvas for regular updates of course materials.

Course Description

Building Networks for Success will expose business honors students to formal and informal networks in organizations. Topics such as mentor relationships, power, and politics will be discussed. Students will prepare for their career success through engaging with speakers from the business community, case analyses, a mentor relationship, and planning and executing a networking event.

Prerequisites: Membership in the Business Honors Program (BHP). Practicum II: Professionalism and Service Seminar; 60 credit hours earned.

Course Objectives

- Expand understanding of informal and formal networks in a work environment
- Identify and develop political skill necessary for career success
- Practice using networking skills in a project-based environment

Course Format

This course will include face-to-face class discussions, external speakers, self-paced work on a networking event, and meetings outside of class.

Participation and Attendance

Attendance and engaging participation are necessary for rich class discussions and success in this course. All students are expected to be present and prepared for each class meeting. This course requires meetings outside of class to form a mentor relationship and plan and execute an event. Students are expected to maintain a level of professionalism and preparation consistent with the Business Honors Program Core Values.

Business Honors Program Core Values:

- **Academic Merit:** We are committed to scholastic excellence and the life-long pursuit of new knowledge and personal and professional growth.
- **Integrity:** Our word is our bond.
- **Respect:** We respect each other and all with whom we come into contact.
- **Service Above Self:** We aspire to do the right thing, for the right reason, even if it does not serve our personal interest. We are committed to each other and to those we serve. We work together to achieve our mission and goals.
- **Honor:** We will act with dignity, civility, and compassion, showing care and concern for our peers, our community, and society, and apply ethical standards in our everyday living.

Assignments

Networking Event. As a class, students will be responsible for planning a networking event or events which incorporate learnings from the course. More information will be provided in class and on Canvas.

Mentor Interviews. Students will identify a mentor and meet with that person over the course of the semester. Students will maintain a Mentor-Mentee Interaction Journal. More information will be provided in class and on Canvas. Assistance can be provided in identifying a mentor, if needed.

In-class Assignments. Assignments/activities will be required during in-class meetings. More information will be provided in class and on Canvas.

Articles: Several class meetings have assigned articles/readings. For readings consider the following:

- a. What is the author's position or claim?
- b. What evidence or data is used to support the position or claim? Is there any?
- c. Evaluate the author's case/argument (what do you think about it? Have you had a similar or different experience? Explain).
- d. What are the major takeaways for you?

Discussion Leaders (DL). Students will be assigned discussion leader roles for the articles on specific class meetings (see schedule). In groups, students will have approximately 10-15 minutes to lead the class discussion on their assigned article.

Course Grade Components	
Exams	15%
Networking Event(s)	45%
Mentor-Mentee Interview Reflection Journal	25%
Discussion Leaders/ Participation/In-class Assignments	15%
Total	100%

Grading Scale

A = 90 - 100% B = 80 - 89% C = 70 - 79% D = 60 - 69% F = 59 and below

Final course grades are rounded to the nearest whole percentage. For example, 89.5 equals a grade of A, 79.4 equals a grade of C, etc.

Code of Student Academic Integrity

All students are required to read and abide by the Code of Student Academic Integrity. Violations of the Code of Student Academic Integrity, including plagiarism, will result in disciplinary action as provided in the Code. Student violations include:

A. Cheating. Intentionally using or attempting to use unauthorized materials, information, notes, study aids or other devices in any academic exercise. This definition includes unauthorized communication of information during an academic exercise.

B. Fabrication and Falsification. Intentional and unauthorized alteration or invention of any information or citation in an academic exercise. Falsification is a matter of altering information, while fabrication is a matter of inventing or counterfeiting information for use in any academic exercise.

C. Multiple Submission. The submission of substantial portions of the same academic work (including oral reports) for credit more than once without authorization.

D. Plagiarism. Intentionally or knowingly presenting the work of another as one's own (i.e., without proper acknowledgment of the source). The sole exception to the requirement of acknowledging sources is when the ideas, information, etc., are common knowledge.

E. Abuse of Academic Materials. Intentionally or knowingly destroying, stealing, or making inaccessible library or other academic resource material.

F. Complicity in Academic Dishonesty. Intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty.

Examples are presented in the Code. The Code is available from the Dean of Students office or online.

Technology

Laptops are needed for this class. However, only respectful, non-disruptive, class-related use of technology is allowed in this class. NO earphones or earbuds are to be used during class (unless part of a class activity). While I am certain we will not have violations, violations of this class policy will result in corrective action deemed appropriate based on the situation (e.g., student must leave the classroom for the remainder of the class period and will be considered absent for the entire class meeting, terminating student use of technology in class, etc).

Accommodations

UNC Charlotte is committed to access to education. If you have a disability and need academic accommodations, please provide a letter of accommodation from Disability Services early in the semester. For more information on accommodations, contact the Office of Disability Services at 704-687-0040 or visit their office in Fretwell 230.

Reasonable accommodations for students' religious obligations will be made in accordance with University Policy 409, Religious Accommodation for Students. UNC Charlotte authorizes a minimum of two excused absences each academic year for religious observances as required by the faith of a student and provides students the opportunity to make up any missed work.

Diversity

The Belk College of Business strives to create an inclusive academic climate in which the dignity of all individuals is respected and maintained. Therefore, we celebrate diversity that includes, but is not limited to ability/disability, age, culture, ethnicity, gender, language, race, religion, sexual orientation, and socio-economic status.

Title IX Reporting Obligations

UNC Charlotte is committed to providing an environment free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, dating violence, and stalking. If you (or someone you know) has experienced or experiences any of these incidents UNC Charlotte has staff members trained to support you.

UNC Charlotte employees, including all faculty members, are considered Responsible Employees who are required to relay any information or reports of sexual misconduct they receive to the Title IX Coordinator. This means that if you tell me about a situation involving sexual harassment, sexual assault, dating violence, domestic violence, or stalking, I must report the information to the Title IX Coordinator. Although I have to report the situation, you will still have options about how your case will be handled, including whether or not you wish to pursue a formal complaint. Our goal is to make sure you are aware of the range of options available to you and have access to the resources you need.

If you wish to speak to someone confidentially, you can contact any of the following on-campus resources, who are not required to report the incident to the Title IX Coordinator: (1) University Counseling Center (counselingcenter.uncc.edu, 7-0311); (2) Student Health Center (studenthealth.uncc.edu, 7-7400); or (3) Center for Wellness Promotion (wellness.uncc.edu, 7-7407). Additional information about your options is also available at titleix.uncc.edu under the “Students” tab.

Policies Related to COVID-19

It is the current policy of UNC Charlotte that as a condition of on-campus enrollment, [all students are required to engage in safe behaviors](#) to avoid the spread of COVID-19 in the 49er community.

Students are expected to attend every class and remain in class for the duration of the session when it is safe to do so in accordance with university guidance regarding COVID-19. Failure to attend class or arriving late may impact your ability to achieve course objectives which could affect your course grade. An absence, excused or unexcused, does not relieve a student of any course requirement. Regular class attendance is a student’s obligation, as is a responsibility for all the work of class meetings, including tests and written tasks. Any unexcused absence or excessive tardiness may result in a loss of participation points.

Students are encouraged to work directly with their instructors regarding their absence(s). For absences related to COVID-19, please adhere to the following:

- **Complete your Niner Health Check.**
- **Do not come to class if you are sick.** Please protect your health and the health of others by staying home. Contact your healthcare provider if you believe you are ill.
- **If you are sick:** If you test positive or are evaluated by a healthcare provider for symptoms of COVID-19, indicate so on your Niner Health Check to alert the University. Submit a copy of your Niner Health Check notification email to your instructors. Upon learning that you have tested positive or have been diagnosed for symptoms of COVID-19, either from your reporting or from Student Health Center testing or diagnosis, representatives from Emergency Management and/or the Student Health Center will follow up with you, and your instructors will be notified of the need for accommodations, as necessary.
- **If you have been exposed** to COVID-19 positive individuals and/or have been notified to self-quarantine due to exposure, indicate so on your Niner Health Check to alert the University. Representatives from Emergency Management and/or the Student Health Center will follow up with you as necessary. Submit a copy of your Niner Health Check notification email to your instructors. If you need any additional support verifying your absence after you have communicated with your professors, contact Student Assistance and Support Services.

To return to class after being absent due to a period of **self-quarantine**, students should submit a copy of their Niner Health Check clearance email to their instructor(s). To return to class after being absent due to a COVID-19 **diagnosis**, students should submit an online request form to Student Assistance and Support Services (SASS). Supporting documentation can be attached directly to the request form and should be from a student's health care provider or the Student Health Center, clearly indicating the dates of absences and the date the student is able to return to class. Instructors will be notified of such absences.

If you are absent from class as a result of a COVID-19 diagnosis or quarantine, as instructor I will provide you with access to missed class readings and notes (most will already be located on Canvas). You will be allowed to make up missed assignments and assessments within a reasonable timeframe. The final decision for approval of all absences and missed work is determined by the instructor. Communicate with me early and often about challenges requiring class absences.

Schedule of Classes (Subject to Change)

Date	Theme/Topic	Notes
Aug. 23	Introductions Class Overview Syllabus Why are professional networks imperative for career success?	
Aug. 30	Informal and Formal Networks	Reading - TBD
Sept. 6	Doing the “Heavy Work”	Simulation
Sept. 13	Mentoring Practices	<p>DL Group 1 Read: Evidence-Based Practices in Mentoring for Leadership Development (Hastings & Sunderman, 2020)</p> <p>DL Group 2 Read: Mapping a Mentoring Roadmap and Developing a Supportive Network for Strategic Career Advancement (Montgomery, 2017)</p> <p>DL Group 3 Read: Great Mentors Focus on the Whole Person, Not Just Their Career (Woolworth, 2019)</p> <p>Students must have a mentor secured by the end of this week with plans for the first interview (see guidelines)</p>
Sept. 20	Speakers– Early career <i>Mentoring During Crisis</i>	Speaker Questions Read: Mentoring During Crisis (Fessell, Chopra, & Saint, 2020) Building Networks for Success #1 Monthly Mentor-Mentee Interaction Journal Entries in Canvas DUE Sept. 25

Sept. 27	Diversity and Inclusion in Mentoring	<p>DL Group 1 Read: The Impact of Like-Mentors for Gay/Lesbian Employees (Hebl, Tonidandel, & Ruggs, 2012)</p> <p>DL Group 2 Read: Sponsorship and Women (Ibarra, 2019)</p> <p>DL Group 3 Read: Article 3 - TBD</p>
Oct. 4	<p>Building Networks for Success #2</p> <p>Event Preparation</p>	<p>Run of show update 1 DUE by Oct 18</p> <p>Monthly Mentor-Mentee Interaction Journal Entries in Canvas DUE by Oct 23</p>
Oct. 11	Midterm	
Oct. 18	<p>Speakers – Mid/late career</p> <p><i>Thanks but No Thanks: Identifying and Managing Mentor Challenges</i></p>	<p>Read: Strategies to Address Mentoring Challenges</p> <p>Read: Top 5 Mentoring Challenges and Their Solutions (Saha, 2020)</p>
Oct. 25	Power and Organizational Politics	Read: Thomas Green: Power, Office Politics and a Career in Crisis CASE (Sasser & Beckham, 2008)
Nov. 1	Building Networks for Success #3	<p>Monthly Mentor-Mentee Interaction Journal Entries in Canvas DUE Nov. 13</p> <p>Run of show update 2 DUE by Nov. 13</p>

Nov. 8	Authenticity and Advocacy: Sponsorship	<p>DL Group 1 Read: Sponsors Need to Stop Acting Like Mentors (Taylor & Jain-Link, 2019)</p> <p>DL Group 2 Read: Don't Just Mentor Women and People of Color, Sponsor Them (Chow, 2021)</p> <p>DL Group 3 Read: Article 3 - TBD</p>
Nov. 15	Speaker – Small Business/Nonprofit <i>YOUR Turn</i>	<p>Read: Things Every Mentor Should Do (Chopra & Saint, 2017)</p> <p>Final Run of show update DUE by Nov. 19</p>
Nov. 22	No Class – Thanksgiving Break	
Nov. 29	Event Review	
Dec. 6	Event(s) Week	
Dec. 11-14 <i>Day & Time - TBD</i>	Final Exam	Final Mentor-Mentee Interaction Journal Entries Due by the final exam