ATTENTION: Based on the decision by UNC Charlotte and in response to the Covid-19 pandemic, this course will be fully online and offered synchronously and asynchronously using Zoom.

Dr. Gary Kohut
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Professor of Management
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(704) 687-7651
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Assistant Director of
Graduate Student Services
7th Floor Center City Bldg (701)
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(704) 687-7685
vprabha2@uncc.edu

Class webpage & communication: Canvas@http://canvas.uncc.edu
Office hours: Posted on Canvas course page

REQUIRED MATERIALS
No text book is required for this class. More information will be shared about assignments on the first day of class. We will use your UNC Charlotte email to communicate as needed.

WRITING RESOURCES
Please consult http://guides.library.uncc.edu/mbad_6100 for assistance with writing, proper format, and citations.

CATALOG COURSE DESCRIPTION
MBAD 6100: Leadership and the Business Environment Seminar (Fall, Spring) (1). Prerequisite: None. This course is designed to be taken in the first year as an admitted MBA student as an introduction to Leadership, the Business Environment, and the MBA Program as a whole. Students entering in the summer will take the course in the fall semester.

COURSE IMPORTANCE AND OBJECTIVES
This course sets the stage for success in the MBA program. It provides an orientation to the MBA program, introduces students to key academic and career success factors, and provides an opportunity for networking with MBA faculty, staff and fellow MBA students. The objectives of the course are to introduce students to:

- Effective communication
- Graduate level writing and research
- Academic integrity
- Career management
- Leadership
- Networking
- Curricula planning
Other critical skills and concepts essential for business students and professionals

COURSE CONDUCT AND PROCEDURES

Course Delivery – Seminar based delivery utilizing a combination of presentations by various speakers, activities, class discussions, and other assignments.

Deadlines – All assignments, unless otherwise noted or permitted, are due on the assigned due date. Late submissions will be penalized usually by one letter grade.

Office Hours – Please call or email instructors to schedule a time for us to meet during the semester as needed.

CLASSROOM ATTENDANCE

Students are expected to attend every class and remain in class for the duration of the session. 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.

Class Absence(s): The authority to excuse a student’s class absence(s) and to grant a student an academic accommodation (turn in a late assignment(s), provide extra time on an assignment, reschedule an exam(s) etc.) sits with the individual instructor.

Students are encouraged to work directly with their instructors regarding class absences for medical appointments, military/court orders, and/or personal and family emergencies, such as a death in the immediate family, where a student is able to provide an instructor with appropriate supporting documentation of the absence. The final decision for approval of absences and missed work or make-up work is determined by the instructor.

The Office of Student Assistance and Support Services (SASS) can provide notification to faculty of emergency situations, when a student is unable to do so and when the office has been made aware of such emergencies. In such situations, the SASS office may also be able to assist with verification of such emergencies, once a student is able to return to classes. The SASS office does not provide verification of absences for car trouble, weather issues, personal activities, work, weddings, vacations, or University-sponsored events. Absences related to such activities should be discussed directly with the faculty member.

Should a student need assistance from the SASS office in verifying an emergency situation, they can submit an online request form and attach supporting documentation. Please note that students are not required to go through the SASS office at any time regarding absence verification, and the SASS office does not have the authority to excuse absences, allow for make-up work, or provide other academic accommodations.

In cases of absence due to pregnancy or parenting (pregnancy, childbirth, false pregnancy, termination of pregnancy, or recovery from any of these conditions), students should contact the Title IX Office to obtain absence verification by completing the form at http://bit.ly/332eaGd.

COURSE ASSIGNMENTS

On the first day of class, you will be introduced to the assignments for the course.
Poverty Simulation Reflection Assignment (3 pages maximum, single-spaced)

This assignment is a written reflection of your role experience within a poverty simulation, the actions and decisions that were made, and the impact of those actions/decisions on all stakeholders involved (including the community as a whole).

The paper in four distinct sections including headings for the sections below:

1. **Actions/Decisions** - Your actions and decisions as a business, organization, or family member and why you made the decisions you made.

2. **Individual and Family Impact** - The impact those actions and decisions had on the individual and nuclear family.

3. **Community Impact** - The impact those actions and decisions had on the greater community outside the nuclear family (ex. extended family, friends, school, work, neighborhood, city, state, and beyond).

4. **Recommendation** - Please identify and support one recommendation that MBA students can do to address poverty locally and regionally in the U.S.

Personal SWOT Analysis Assignment (2-page maximum, single-spaced)

This assignment is a written reflection of your strengths, weaknesses, opportunities, and threats based on your Career Leader Assessment results. A SWOT (Strengths—Weaknesses—Opportunities—Threats) analysis is a powerful tool that can help you uncover opportunities that you are well-placed to exploit. Generally speaking, strengths and weaknesses are internal while opportunities and threats are external. By looking at yourself using the SWOT framework, you can start to craft a strategy that helps you distinguish yourself from your competitors, so that you can compete successfully in your career.

Using the results of your 360-degree feedback exercise, identify the following in a two-page paper:

- One of your strengths and one of your opportunities and how you plan to exploit each.
- One of your weaknesses and one of your threats and how you plan to address each.

Curriculum Plan Assignment

The intent of this assignment is to help you plan your intended coursework to earn your MBA. We encourage students to plan ahead to ensure that they complete all necessary prerequisites to progress as planned toward graduation.

For this assignment, type up your academic plan for your entire MBA program in a **Word document**. For each semester, include the course number and name you intend to take. If you have outstanding prerequisites, you must build those into your course plan even if you plan to do them online and over the summer. Refer to the examples provided in class for proper formatting. **Make sure you list each semester vertically down the page similar to the examples provided.** It should begin with your first semester in the program.
GRADING STRUCTURE

The grading structure in MBAD 6100 is as follows:

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Poverty Simulation Reflection</td>
<td>50</td>
</tr>
<tr>
<td>Personal SWOT Analysis</td>
<td>30</td>
</tr>
<tr>
<td>Curriculum Plan Assignment</td>
<td>30</td>
</tr>
<tr>
<td>Attendance/Participation</td>
<td>40</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>150 points</strong></td>
</tr>
</tbody>
</table>

**Grading Scale**

- A = 135-150 points
- B = 120-134 points
- C = 105-119 points
- U = < 104 points

ATTENDANCE AND PARTICIPATION

Students are expected to participate in all the class exercises and discussions. As in any graduate business course, each person’s contribution to the class is an important part of every person’s experience. Given the nature of this course, your participation is absolutely essential. Preparation for class discussion and exercises should reflect your familiarity with the material. Without proper preparation, class exercises become virtually meaningless. If you come to class unprepared, it ruins your classmates’ experience. I anticipate that each of you will be prepared for every class and each of you should have no problems meeting my expectations for preparation.

We realize that the demands of traffic, work, family, etc. are powerful, but since this class is based so much on discussion and participation, we expect everyone to be on time for class, and we will be incorporating on-time attendance into your participation grade. In addition, expect to be called upon in class. You will be evaluated on the quality of your contributions and insights. Quality comments possess one or more of the following properties:

- offers a different or unique, but relevant, perspective
- contributes to moving the discussion and analysis forward
- builds on other comments

ACADEMIC INTEGRITY STATEMENT

Students have the responsibility to know and observe the requirements of The UNCC Code of Student Academic Integrity. This code forbids cheating, fabrication or falsification of information, multiple submissions of academic work, plagiarism, abuse of academic materials, and complicity in academic dishonesty. Any special requirements or permission regarding academic integrity in this course will be stated by the instructor and are binding on the students. Academic evaluations in this course include a judgment that the student’s work is free from academic dishonesty of any type; and grades in this course therefore should be and will be adversely affected by academic dishonesty. Students who violate the code can be expelled from UNCC. The normal penalty for a first offense is zero credit on the work involving dishonesty and further substantial reduction of the course grade. In almost all cases the course grade is reduced to F. Copies of the code can be obtained from the Dean of Students Office. Standards of academic integrity will be enforced in this course. Students are expected to report cases of academic
dishonesty to the course instructor.

Note: All University and College policies regarding absences, make-ups, drops, incompletes, scholastic dishonesty, and all others issues will be strictly observed.

STATEMENT OF INCLUSION
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.

CLASS SCHEDULE

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Place</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, Sept. 7</td>
<td>5:30 – 8:15pm</td>
<td>Online</td>
<td>Syllabus Review/360⁰ Preview/Improvisation (Mr. Paul Marks).</td>
</tr>
<tr>
<td>Monday, Sept. 14</td>
<td>5:30 – 8:15 pm</td>
<td>Online</td>
<td>Leadership in Society- Spent Simulation and Poor Kids Documentary</td>
</tr>
<tr>
<td>Monday, Sept. 21</td>
<td>5:30 – 8:15 pm</td>
<td>Online</td>
<td>Career Leader Assessment/ Evisors Managing Your MBA Courses Strategically Poverty Simulation Reflections Due</td>
</tr>
<tr>
<td>Monday, Sept. 28</td>
<td>5:30 – 8:15 pm</td>
<td>Online</td>
<td>Graduate Research (Angel Truesdale—Atkins Business Librarian) Business Writing Curriculum Plan Assignment Due</td>
</tr>
<tr>
<td>Monday, Oct. 5</td>
<td>5:30 – 8:15 pm</td>
<td>Online</td>
<td>Team Building Experience Personal SWOT Analysis Due</td>
</tr>
</tbody>
</table>