

**Presidents Leadership Class  
Fall 2018**

**Instructors**

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Director

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Dr. Julie Marie Shepherd Macklin

Faculty

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**Class Meetings**

University Club 4

Mondays; 12:00 – 12:50pm

Office hours: M400F, vary by position

**Required Reading**

[Team of Teams](#), : excerpt/takeaways at this [link](#)

**Course Objectives**

The Presidents Leadership Class' Student Staff allows students to gain professional experience, develop leadership skills and contribute to improving the PLC experience for all students. Objectives include developing self-awareness of strengths and weaknesses as well as improving communication skills, critical thinking and problem solving, strengthen initiative, team-work, and collaboration.

**Course Structure**

Student Staff will meet weekly – every Monday from 12:00 – 12:50pm for a “working lunch.” Students are encouraged to bring lunch. The Director of the Student Staff will be responsible for staff meetings. Unit directors will run the meetings and ensure meeting objectives are met and action items are completed. Meeting notes will be forwarded to all PLC students, faculty and staff within 24 hours.

The Director of the Student Staff may cancel or scope meeting attendance based on program and project objectives.

Student Staff are also required to attend staff training/First Year Orientation August 24<sup>th</sup>-26<sup>th</sup> at Cal-wood. This is mandatory training to ensure all students have a common understanding of expectations and objectives for the academic year.

**Graded Requirements**

<b>Student Staff</b>	
<b>Active Participation in PLC</b>	<b>200</b>
<b>Continuity Documents</b>	<b>50</b>
<b>Staff Meeting Attendance</b>	<b>100</b>
<b>Project Hours</b>	<b>100</b>
<b>Collaboration/Teamwork</b>	<b>150</b>
<b>Director/Peer Input</b>	<b>150</b>
<b>Position Impact</b>	<b>250</b>

**Total: 1000 points**

### **Individual Requirements**

As an individual, PLC Student Staff requires you to understand the overall goals of the Presidents Leadership Class program and display initiative to improve the program from your position. You will need to work closely with your peers on staff, help other staff members (including professional staff and faculty) and meet the high standards of personal and professional excellence that are the hallmark of the PLC Student. Specifically, this means you will respond to emails/texts/phone calls within a reasonable time. You will be on time for required events – and arrive prepared and ready to contribute.

The **Director of Student Staff** and the **Experiential Education** branch will report to the Director of PLC.

- Director of Student Staff, Deputy Chief of Student Staff
- Assistant Directors of Experiential Learning
- ALE Coordinator

The **Internal and External Engagement** branch will report to the Program Manager.

- Community Engagement Coordinators
- Senior, Junior, Sophomore, Freshman Class Coordinators
- Recruitment and Selection Team
- Social Media Coordinators
- Alumni and Donor Engagement Coordinator
- Liaison to Colorado Leadership Alliance
- Fund Raising Interns

The **Academic branch** will work for their respective professors/instructors, under guidance from Dr. Shepherd Macklin.

- First Year CA Team
- Multi CA Team
- Global Issues CA Team
- Complex Leadership Challenges CA Team
- Global Inquiry CA Team

## **Disabilities**

If you qualify for accommodations because of a disability, please submit your accommodation letter from Disability Services to your faculty/staff member in a timely manner so that your needs can be addressed. Disability Services determines accommodations based on documented disabilities in the academic environment. Information on requesting accommodations is located on the [Disability Services website](http://www.colorado.edu/disabilityservices/students) ([www.colorado.edu/disabilityservices/students](http://www.colorado.edu/disabilityservices/students)). Contact Disability Services at 303-492-8671 or [dsinfo@colorado.edu](mailto:dsinfo@colorado.edu) for further assistance. If you have a temporary medical condition or injury, see [Temporary Medical Conditions](#) under the Students tab on the Disability Services website and discuss your needs with your professor.

## **Sexual Misconduct, Discrimination, Harassment and/or Related Retaliation**

The University of Colorado Boulder (CU Boulder) is committed to maintaining a positive learning, working, and living environment. CU Boulder will not tolerate acts of sexual misconduct, discrimination, harassment or related retaliation against or by any employee or student. CU's Sexual Misconduct Policy prohibits sexual assault, sexual exploitation, sexual harassment, intimate partner abuse (dating or domestic violence), stalking or related retaliation. CU Boulder's Discrimination and Harassment Policy prohibits discrimination, harassment or related retaliation based on race, color, national origin, sex, pregnancy, age, disability, creed, religion, sexual orientation, gender identity, gender expression, veteran status, political affiliation or political philosophy. Individuals who believe they have been subject to misconduct under either policy should contact the Office of Institutional Equity and Compliance (OIEC) at 303-492-2127. Information about the OIEC, the above referenced policies, and the campus resources available to assist individuals regarding sexual misconduct, discrimination, harassment or related retaliation can be found at the [OIEC website](#).

## **Religious Observances**

Campus policy regarding religious observances requires that faculty make every effort to deal reasonably and fairly with all students who, because of religious obligations, have conflicts with scheduled exams, assignments or required attendance. In this class, contact the professor no later than 2 weeks prior to any conflicts. See the [campus policy regarding religious observances](#) for full details.

All students enrolled in a University of Colorado Boulder course are responsible for knowing and adhering to [the academic integrity policy](#). Violations of the policy may include: plagiarism, cheating, fabrication, lying, bribery, threat, unauthorized access to academic materials, clicker fraud, resubmission, and aiding academic dishonesty. All incidents of academic misconduct will be reported to the Honor Code Council ([honor@colorado.edu](mailto:honor@colorado.edu); 303-735-2273). Students who are found responsible for violating the academic integrity policy will be subject to nonacademic sanctions from the Honor Code Council as well as academic sanctions from the faculty member. Additional information regarding the academic integrity policy can be found at the [Honor Code Office website](#).