

Approval Chart for Curriculum Changes

A = Approve I = Information Item¹ R = Advise & Respond²

Course Number IT 632 or Degree Plan(s) _____

State the requested change and reason. A memo may be attached if more space is necessary.

New course as intro to the M.S. IT Leadership program.

Circle the number that corresponds to the requested change. Degree plan changes are on the second page.

		COUNCIL ³						
		Dept./School	College Academic	Deans	TEC	UGEC	UUAC	GRAD
Change to a Course								
1.	Title (description unchanged)	A	A	A		I		I
2.	Description (not affecting content)	A	A	A		I		I
3.	Content (substantive change)	A	A	A		I		A
4.	Number of hours (lecture, lab, contact)	A	A	A		A		A
5.	Course number within the hundred	A	A	I		I		I
6.	Course number beyond the hundred	A	A	A		A		A
7.	Prerequisites	A	A	A		I		I
8.	Course fee(s)	A	--	A		--		A
9.	From U to G or G to U	A	A	A		A		A
10.	Cross list with another department: U or G level	A	A	A		A		A
11.	Department of record	A	A	A		A		A
12.	Open or close a course	A	A	A		A		A
13.	New course — See website for application and process. This change includes combining or splitting a course(s).	A	A	A		A		A

Note: When an academic unit does not have a council, the UGEC and/or UUAC will serve as its academic council, depending on the nature of the issue.

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					COUNCIL ³				President	Faculty	Provost	GRAD	UUAC	UGEC	TEC	Deans	College Academic	Dept./School	Change to a Degree Plan
1.	University Requirements — Change in approved course content ⁶	A	A	A	A				A	--	A	--							
2.	University Requirements — Add or drop a required course from the University Requirements chart ⁶	A	A	A	A				A	A	A	--							
3.	University Requirements — Add or drop a course from a menu within the University Requirements ⁶	A	A	A	A				A	--	A	--							
4.	University Requirements — Change hours within a menu on the University Requirements chart ⁶	A	A	A	A				A	A	A	--							
5.	Major — Revision of major ^{4,5}	A	A	A	A				A	--	A	--							
6.	Major — Adopt or change admission requirements	A	A	A	A				A	--	A	--							
7.	Major — Add ^{4,5}	A	A	A	A				A	A	A	A	I						
8.	Major – Discontinue (proposed by the department or college)	A	A	A	A				A	A	A	A	I						
9.	Major – Discontinue (proposed by the Provost)	See below.																	
10.	GPA — Revise major or cumulative requirement	A	A	A	A				A	A	A	--							
11.	Minor — Revise course selection	A	A	A	I				I	--	I	--							
12.	Minor — Add	A	A	A	A				A	--	A	--							
13.	Minor – Discontinue (proposed by the department or college)	A	A	A	A				A	--	A	--							
14.	Minor – Discontinue (proposed by the Provost)	See below.																	
15.	Degree — Add	A	A	A	A				A	A	A	I							
16.	Degree – Discontinue (proposed by the department or college)	A	A	A	A				A	A	A	I							
17.	Degree – Discontinue (proposed by the Provost)	See below.																	
18.	Any change to a graduate degree program	A	A	A	A				A	--	A	--							

COUNCIL ³										
	Provost-Proposed Change	Provost	Department	Dean	TEC	UUAC	Graduate	Faculty	President	Board of Trustees
1.	Major/Graduate Program – Discontinue (proposed by the Provost)	A	R	R	A			A	A	I
2.	Minor – Discontinue (proposed by the Provost)	A	R	R	A			--	A	--
3.	Degree – Discontinue (proposed by the Provost)	A	R	R	A			A	A	I

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COUNCIL ³										
	Change to the Catalog Information	Dept./School	College Academic	Deans	UGEC	UUAC	GRAD	Provost	Faculty	President
1.	General requirements for graduation including course requirements that are common to all majors for all degrees ⁷	--	--	--	A			A	A	A
2.	Admission requirements	--	--	--	A			A	A	A
3.	Policies governing academic probation and suspension	--	--	--	A			A	A	A
4.	Requirements for graduating with honors	--	--	--	A			A	A	A
5.	Other academic policy changes	--	--	--	A			A	--	A

¹ Councils may request additional information about "Information" items. These items are approved as "Consent Agenda."

² The Dean and Department should respond to the Provost's recommendation to close a program in writing. Advise & Respond (R) requires that the voting body should receive the written responses at least one week prior to the vote.

³ All courses that meet University Requirements for general education must go through UGEC. Courses or degrees offered only to students seeking teacher certification must go through the Teacher Education Council. All undergraduate changes must go before the UUAC. All graduate degree plan changes must go through the Graduate Council.

⁴ A minimum of 30 hours is required for a major. A maximum is specified for each degree (e.g., BA, BS). The university minimum for elective hours is 6, unless the requirements of external accrediting bodies make it impossible.

⁵ Program or course changes that apply to any major that includes Teacher Certification will be reviewed by the college, the Teacher Education Council (TEC), and then the UUAC.

⁶ Courses that satisfy ACU's University Requirements (General Education) will normally have lower-level numbering, be free of prerequisites and co-requisites, appeal to more than one or two majors, and "not narrowly focus on those skills, techniques, and procedures specific to a particular occupation or profession" (SACS 2.7.3). Departments may request exceptions to the first three criteria.

⁷ The UUAC approved the clarification that "general requirements for graduation" means the enumerated items in the "General Requirements for Bachelor's Degrees" section of the catalog.

Revised 10-16-13

Curriculum/Catalog Changes Signature Page

Department/School Chair(s)	
<i>Rob Boyd (Interim pres. dir.)</i>	<i>Feb 17, 2016</i>
Signature	Approval date
Signature	Approval date

College Academic Council(s)	
<i>Jaime Soff</i>	<i>3/1/2016</i>
Signature	Approval date
Signature	Approval date

Dean(s)	
<i>Jaime Soff</i>	<i>3/1/2016</i>
Signature	Approval date
Signature	Approval date

Teacher Education Council	
Chair's signature	Approval date

General Education Council	
Chair's signature	Approval date

Undergraduate Academic Council	
Chair's signature	Approval date

Graduate Council	
Chair's signature	Approval date

Provost	
Signature	Approval date

Faculty	
Chair of faculty senate	Approval date

President	
Signature	Approval date

Application for a New Course v10.5

Instructions:

Sequence:

- Consult with the Registrar's Office to discuss the degree plan and course number.
- Complete the New Course Application
- Create the course Syllabus – *See the associated Syllabus Checklist*
- Submit both paper and electronic versions of the Application and Syllabus to the Adams Center
- *Adams Center schedules review appointment within ten days of receipt of all items*
- Meet with Adams Center Instructional Design team
- Make any necessary changes to application / syllabus
- Obtain the Library Review
- Obtain Preliminary Approval Signatures (Department Chair, Deans)
- Gather all attachments to application
- Submit to College Academic Council
- Submit to Teacher Education Council (if applicable)
- Submit to UGEC/UUAC/Grad Council (as required)

The course developer completes this application with supporting documentation (Section IV) and approval signatures of department chair and college dean (Section V) before the new course is reviewed by any academic council. **If the course is to be cross-listed, be certain to obtain signatures from all participating departments.**

Syllabus Checklist v10.5

Course ID IT 632

Developer Rob Byrd (rob.byrd@acu.edu)

NOTE: It is not necessary to submit this checklist with the New Course Application. It is provided to assist the course developer in ensuring that all essential syllabus elements are addressed. The checklist is used by the Adams Center in syllabus review. All items below are required unless otherwise marked.

About the Course ☐ Course number and title ☐ Credit hours ☐ Semester and year ☐ Meeting time and place ☐ Pre-requisite/co-requisite About the Instructor(s) ☐ Name and title or rank ☐ Office location ☐ Phone number(s) ☐ Email address ☐ Office hours / contact expectations Mission Statements ☐ ACU mission statement ☐ College mission statement ☐ Departmental mission statement ☐ Personal mission statement (optional) Unique Christian Perspective ☐ Description of how learning and Christian faith are integrated in the course Course Content ☐ Catalog description ☐ Intended audience ☐ Outline of topics ☐ Format of course/types of activities student should expect in the course Teaching/Learning Methods and Format of Class Sessions ☐ Description of the types of activities students should expect in the course Materials ☐ Required and optional materials, including textbooks, etc.	Learning Objectives/Competencies ☐ Specific competencies stated in measurable terms ☐ Assignments or instruments that will be used to assess the competencies. Assessment/Grading Criteria ☐ Complete and accurate details of factors and elements that will comprise the final grade. ☐ Weight or point value of all graded elements ☐ Grading scale with expectations for letter grades ☐ Extra credit opportunities (optional) University Policies ☐ Special needs policy - ADA ☐ Academic integrity policy (recommended) ☐ Title IX policy (recommended) Course Policies ☐ Expectations and consequences regarding: - o Attendance and Tardiness - o Participation - o Course specific academic integrity policy (optional) Course Calendar (Note: Calendar is not required for Course Application, but it must be included in all syllabi distributed to students.) ☐ Exam dates ☐ Assignments ☐ Due dates and other deadlines - o Late assignment/exam policy ☐ Schedule of readings and topics ☐ Statement to reserve right to modify the calendar as necessary
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Writing Course Competencies

	Competency	Measurement Instrument
	<i>Instructions:</i> Competencies should be observable and measurable, and stated in terms of student performance. In some cases it might be valuable to complete the sentence “Students will be able to. .” If the competencies are primarily cognitive, consider using Bloom’s Taxonomy to evaluate whether the competencies are at an appropriate level for the course. In the more rare instances where affective or psychomotor competencies are used, give careful attention to measurement techniques.	<i>Instructions:</i> Detail the instrument that will be used to gather the measurement. Examples might include: written papers, quizzes, tests, verbal presentations, video, audio, portfolio artifacts, demonstrations, performances, etc. This column should indicate where you will look for evidence of the type of student work that you expect. <i>Note that this is distinct from the Measurement Standard which provides some detail about what constitutes valid and acceptable student performance.</i>
Ex. 1	Defend dietary goals in light of current research.	Weekly Reading Journal, Research Paper
Ex. 2	Examine personal values, attitudes and expectations to enhance self-awareness for greater effectiveness as a social work professional. . .	Field Instructor Evaluation
Ex. 3	Integrate terminology from literary history into writing	Research Paper

Application for a New Course v10.5

Course ID <i>Subject and Number</i>	IT 632 IT Leadership
Date APPROVED	
Date DENIED	

I. Systems and Catalog Information Complete each item.

1	Course Developer	Rob Byrd
2	Course Teacher	TBD
3	Course Title	IT Leadership
4	Course Abbreviation (if title is over 30 characters)	IT Leadership
5	College	Graduate & Professional Studies
6	Department	Professional Studies
7	Number of Credit Hours	3
8	Is the course Fixed Credit or Variable Credit?	Fixed
9	Is the course repeatable?	No
10	Maximum number of times course may be repeated	zero
11	Maximum number of hours credit	3
12	Explanation for variable credit	n/a
13a	Course contact hours - LEC	0
13b	Course contact hours - Lab	0
13c	Course contact hours - Practicum	0
13d	Course contact hours - Seminar	0
13e	Course contact hours - Studio	0
13f	Course contact hours - Online	40
13g	Course contact hours - Colloquium	0
13h	Course contact hours – Field Experience	0
13j	Course contact hours - Internship	0
13k	Course contact hours - Research	0
13m	Course contact hours - Workshop	0
13n	Course contact hours – Other (specify)	0
14	Instructor Workload	3
15	Grade Mode (check all appropriate):	☒ X Standard ☐ Credit/No Credit (undergrad only)
16	Maximum Enrollment	
17	Catalog Description (50 words or less)	Examines principles of IT leadership and strategy, with focus on strategic issues, decisions, and unique situations within the IT arena, and ethical practice.
18	List any prerequisites (course/s, test scores, class standing, major, etc.)	Acceptance into MS ITL program

19	List any co-requisites	n/a
20	If the course is cross listed, specify the Course ID(s) MUST have signature in Section V off all Department Chairs	n/a
21	Does this course have any special student costs? Yes/No <i>Attach a <u>completed</u> "Request to Add or Change Course Fees" form. Describe in section IV-F.</i>	No
22a	How often will it be offered? Fall	
22b	How often will it be offered? Spring	
22c	How often will it be offered? Summer	
23	Frequency? All, odd, or even years?	Offered as entry point into program.
24	First semester this course will be offered <i>New courses may not be taught under their approved course ID until they appear in the catalog, therefore, no earlier than the coming fall.</i>	Summer 1 Session 2016
25	List course/s that should be deleted, include the last semester for course/s being deleted <i>A course cannot be deleted when it is a requirement in a degree plan in any department.</i>	n/a
26	Is this course required for a degree/s? Yes/No <i>If "Yes," attach a revised degree plan(s) reflecting the placement of the new course.</i>	Yes
27	Should the addition of this course be retroactively applied to the degree plan it supports? Yes/no and explain	No. It's a new course in an existing program that is just being modified.
28	Has this course been offered as a Special Topics course? Yes/No <i>If "Yes," specify the Course ID and enrollment for each term it was taught.</i> <i>(Note: New courses are NOT required to be taught as Special Topics courses prior to being approved. However, courses may be taught once as Special Topics before it is proposed. See the Course Descriptions section of the Catalog for details.)</i>	No
29	List any courses in which content overlaps the proposed course. (Course ID and Name) <i>Attach statement from instructor/dept chair of existing course justifying the new offering in Section IV-D.</i>	none

II. Curriculum

1	Degree Plan Explanation of how this course affects degree requirements.	This course is a core requirement of the M.S. IT Leadership program.
2	Justification State the justification for adding this course to the current curriculum. Represent the need.	IT 632 Strategic IT Leadership is the foundation course in the ACU Dallas Online program titled M.S. IT Leadership.

III. Course Design

1. Audience and Course Goal

1	Describe the intended audience, including prerequisite skills.	New online graduate students
2	State the overarching course goal(s) in performance terms.	1. Students will understand leadership and governance processes for the IT function. 2. Students will develop organizational policies and strategies to support the use of information systems. 3. Students will reflect on their vocation in the context of their personal values and goals.

2. Competencies and Measurements

	Competency	Measurement
1	Apply IT Leadership principles to make organizational decisions.	Submitted paper graded by rubric.
2	Determine strategies to address exemplar dilemmas faced by IT leaders.	Discussion forum posts and case study assessments
3	Apply principles of Christian faith to IT leadership situations.	Weekly journal submission.

3. Text and Resources

1. Give the full publication information of the textbook/s and other required resources and outside readings.

- Blanchard K. & Johnson S. (2015). The New One Minute Manager, 1st Edition, William Morrow, ISBN-13: 978-0062367549 (112 pages)
- Godin, S. (2008). Tribes: We Need You to Lead Us, 1st Edition, Portfolio, ISBN-10: 1591842336, ISBN-13: 978-1591842330 (147 pages)
- Gothard, B. (2002). The Power of Crying Out: When Prayer Becomes Mighty, 1st Edition, Multnomah Books, ISBN-10: 1590520378, ISBN-13: 978-1590520376 (82 pages)
- Johnson, S. (2006). Who Moved My Cheese?: An A-Mazing Way to Deal with Change in Your Work and in Your Life, 1st edition, Vermilion, ISBN-10: 0091816971, ISBN-13: 978-0091816971 (94 pages)
- Postman, N. (1993). Technopoly: The Surrender of Culture to Technology, Vintage, ISBN-10: 0679745408, ISBN-13: 978-0679745402 (199 pages)

IV. Supporting Documentation

Supporting documents must accompany proposal prior to preliminary approval by chair and dean.

1	Library — Submit new course application and syllabus to the Dean of the Library. Consult with the director and establish a deadline for completion of the library report. Attach the signed copy of the Library report.
2	Instructional Design — The application and syllabus must be reviewed by the Adams Center. Attach a copy of the Adams Center Review Letter.
3	Content Overlap — Include one document for each course you listed in Section I-I. Attach statement from instructor/dept chair of existing course justifying the new offering.
4	Departmental Resources — List the resources that support the course and are available only through the department, if applicable. Attach the list of the holdings and the location/s.
5	Resources — List resources (other than library or departmental resources) that are needed to support this course (computers, lab equipment, other technology, etc.). Attach a complete list of all items and indicate possible sources or estimated cost of each. List the sources of any needed funds.
6	Expenses — List additional expenses needed to implement this course (full-time or part-time faculty, graduate or lab assistants, student employees, travel, special student costs, room renovation, storage facility, etc.). Attach a complete list of all items, the estimated cost of each and the source of the funds.
7	Justification — Attach all documents referred to in Section II-2
8	Syllabus — Attach the syllabus for the course based upon the anticipated first-semester offering.
9	Provide documentation for all additional attachments here

V. Preliminary Approvals

All supporting documentation has been assembled and attached to this application. I believe this course is ready to be presented to appropriate councils. We have a plan to fund this new course.

Course Number and Name IT 632 IT Leadership

Primary Department

See included letter of support from Brad Crisp
Department Chair

Date

Jaime Soff
Dean of the College

3/1/2016
Date

Cross-listing Department *Add more lines if multiple departments are cross-listing*

Department Chair

Date

Dean of the College

Date

Cross-listing Department *Add more lines if multiple departments are cross-listing*

Department Chair

Date

Dean of the College

Date

VI. Actions *Place all actions on one page.*

Course ID: IT 632

Course Title: IT Leadership

1. **College Academic Council:** (for all courses)

Note: Insert additional lines for College Academic Council action for each college involved in cross-listed courses.

Approved ☒ Denied ☐ Jaime Soff 3/1/2016
College Dean or Director Date

Approved ☐ Denied ☐ _____
College Dean or Director Date

2. **Graduate Council:** (for graduate level courses)

Approved ☐ Denied ☐ _____
Dean of Graduate School Date

3. **Teacher Education Council:** (when applicable)

Approved ☐ Denied ☐ _____
TEC Chair Date

4. **University General Education Council:** (when applicable)

Approved ☐ Denied ☐ _____
Provost's designee Date

5. **University Undergraduate Academic Council:** (*undergraduate level courses*)

Approved ☐ Denied ☐ _____
Vice Provost Date

6. **Academic Provost:** (for all courses)

Approved ☐ Denied ☐ _____
Provost Date

7. **President of the University:** (for all courses)

Approved ☐ Denied ☐ _____
President Date

Attach notes, comments, or conditions from appropriate councils:

ABILENE CHRISTIAN UNIVERSITY

Educating Students for Christian Service and Leadership Throughout the World

School of Information Technology and Computing

244 Mabey Business Building, ACU Box 28036, Abilene, Texas 79699-8036

325-674-2565 • Fax 325-674-2507



February 18, 2016

Dear Academic Councils,

The School of Information Technology and Computing (SITC) was launched in the fall of 2006 to address the growing need for technology graduates in the marketplace. SITC began with 50 undergraduate students. By 2009, SITC had doubled its enrollment and discovered a new opportunity in Christian, technology-related graduate education. In the fall of 2009, the School launched the Master of Science in Global Information Technology Leadership (GITL). This degree provided a survey of relevant technology courses and included coursework from other areas. The program was designed to provide a residential, graduate experience for both domestic and international students. Sadly, the program did not achieve the traction needed to succeed and admissions were suspended.

In 2015, SITC began to explore the possibility of relaunching the GITL program in an online format. We conducted market research, benchmarked competitor programs, and explored the opportunities present in the marketplace. SITC faculty were engaged in conversations about the launch of an online program, involved in the creation of the proposal of an updated program, and formally approved the relaunch of this degree online.

It is my understanding that,

- ACU Dallas plans to launch this updated curriculum online as an MS in Information Technology Leadership (ITL) in the summer of 2016;
- SITC faculty/staff may be given the opportunity to participate, but there is no expectation that individuals or the department will provide support to the online program;
- SITC reserves the right to relaunch this program as a residential offering, as well as to explore future graduate opportunities in Computer Science, Information Technology, or related fields; and
- As with the original program, this degree will be explicitly excluded from AACSB accreditation in its design and marketing.

Sincerely,

C. Brad Crisp

Director, School of Information Technology and Computing

ACU DALLAS CAMPUS
COURSE SYLLABUS
IT 632 IT LEADERSHIP

Professor: Dr Rob Byrd, Assoc. Prof **Office:** Online Course.
Phone (Work): 325-674-4914 **Meeting time and Place:** Online Course.
Cell (and texts): 325-320-7076 **Semester:** Summer 1, 2016
Email: rob.byrd@acu.edu **Office Hours and Location:** via LMS, email, & phone

The mission of Abilene Christian University is to educate students for Christian service and leadership throughout the world.

The mission of the College of Graduate and Professional Studies is to prepare students for Christian service and leadership by providing them with the knowledge and skills to advance their careers, thereby placing them in positions of influence for the expansion of God's purposes in the world.

The mission of the Master of Science in Information Technology Leadership (ITL) program is to prepare Information Technology (IT) professionals for administrative and technical roles enabled by organizational and technology skills and informed by principles of Christian vocation.

Course Description: IT 632 IT Leadership. (3 credits.) Examines principles of IT leadership and strategy, with focus on strategic issues, decisions, and unique situations within the IT arena, and ethical practice.
Prerequisite: Admittance into M.S. IT Leadership program.

Contribution of Course to Christian Service and Leadership: Many of the concepts and details of this course are difficult and require time and dedication to master. Yet without competency in them the IT professional will not be able to present an image of a qualified professional. Colossians 3:23,24 (NIV) *Whatever you do, work at it with all your heart, as working for the Lord, not for men, since you know that you will receive an inheritance from the Lord as a reward. It is the Lord Christ you are serving.* Generally, it is difficult to make the Good News about Jesus Christ seem desirable to unbelievers, unless those carrying that news are respected as authorities in other areas first. It doesn't always have to be in a professional area, but it does help when trying to show colleagues Christ.

Goals for Student Competency:

	Competency	Measurement Instrument	Measurement Standard
1	Students will consider and develop leadership concepts appropriate to the IT function.	Individually written reports.	Exceeds, Meets, Marginal, Fails to Meet, based on standard course assignment completion rubric.
2	Students will identify and evaluate exemplary dilemmas faced by IT Leaders.	Individually written reports and group discussion	Exceeds, Meets, Marginal, Fails to Meet, based on standard course assignment completion rubric.

3	Students will practice connecting their faith and IT leadership situations.	Private (student-instructor) journal on Canvas.	Participation grade.
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Course Format: This online course will use the Learning Management System called Canvas and will be the central means of course document dispersion and assignment collection. Discussion forums will allow for communication among students and instructor. Each week will begin with somewhat individual reading and assignments, followed by group assignments and discussions. The final submissions will usually be an individual culmination of the weeks' material followed by a faith and vocation reflection.

Prerequisites: This is the first course of the program and will be offered at each new program entry point.

Grading System: Final grades will be determined using the 100 point system detailed in the table below. Grades will be distributed as 90-100 pts. = A, 80-89 pts. = B, 70-79 pts. = C, 60-69 pts. = D, 00-59 pts. = F.

Participation	20	Weekly Assignments	60
Final Week Assignment	20		
		Total	100

Course Policies:

Weekly Cycles

The normal academic week begins Monday at 8:00 am central time. And ends on Sunday night at midnight. Typically, initial individual assignments will be due by Tuesday evening and the Discussion contributions will be due by Thursday evening. The final individual assignment will be due Saturday evening with grace until Sunday evening. Late initial individual submissions will not be accepted for credit. Late discussion contributions will adversely affect the participation grade and negatively impact the effectiveness of the discussion forums.

Academic Dishonesty and Ethics

1. The teacher and students will adhere to the college and university policies in regards to cheating, copying, and misuse of computer resources. Students caught collaborating on individual work, may receive an F for the course. It is not the professor's burden to prove malicious cheating or copying. Student work may be checked using plagiarism detection software. Collaboration will be assumed when, in the perception of the professor, assignments look too similar or when visual or forensic evidence suggests unacceptable collaboration. Within-team collaboration is expected on team projects with the provision that all team members are equally contributing. Refer to these sites for copies of the formal policies:

www.acu.edu/campusoffices/campuslife/acad_integrity.html
www.acu.edu/academics/coba/cobahonorcode.html.

2. All are encouraged to follow the Golden Rule, "treat others as you would want to be treated."

3. It is to the student's benefit to put forth his/her best effort. The tasks that seem hard or impossible initially become the very milestones that give confidence and competence later. Full effort is always rewarded with better accomplishments in the end.

Special Accommodations

Abilene Christian University is committed to providing a learning atmosphere which reasonably accommodates qualified persons with disabilities. If you feel you have a disability which may impair your capacity to successfully complete this course, please contact the Director of Disability Services (674-2667) in Alpha Academic Services within the first two weeks of the course. Student Disability Services assists students with disabilities in obtaining appropriate academic accommodations.

Request For Feedback

This course is under continuous revision. The professor welcomes suggestions for improvement. The sooner in the semester suggestions are made, the sooner improvements can be implemented. Please don't wait until the last day of class or the end-of-course critiques to make comments.

Texts and Supplements:

Required Texts

- Blanchard K. & Johnson S. (2015). The New One Minute Manager, 1st Edition, William Morrow, ISBN-13: 978-0062367549 (112 pages)
- Godin, S. (2008). Tribes: We Need You to Lead Us, 1st Edition, Portfolio, ISBN-10: 1591842336, ISBN-13: 978-1591842330 (147 pages)
- Gothard, B. (2002). The Power of Crying Out: When Prayer Becomes Mighty, 1st Edition, Multnomah Books, ISBN-10: 1590520378, ISBN-13: 978-1590520376 (82 pages)
- Johnson, S. (2006). Who Moved My Cheese?: An A-Mazing Way to Deal with Change in Your Work and in Your Life, 1st edition, Vermilion, ISBN-10: 0091816971, ISBN-13: 978-0091816971 (94 pages)
- Postman, N. (1993). Technopoly: The Surrender of Culture to Technology, Vintage, ISBN-10: 0679745408, ISBN-13: 978-0679745402 (199 pages)

Administrative Comments:

- 1) To drop a course, you must complete the required paperwork with your advisor. See the ACU calendar for important dates: http://www.acu.edu/campusoffices/registrar/academic_calendar.html
- 2) To login to the course site point to: <https://acu.instructure.com/courses>

Summary of Daily Assignments: Class agenda, exam dates, assignment and project due dates will be determined based on class composition and student interests. A tentative schedule is shown on the following page.

IT 632 Tentative Course Schedule

Week	Activity	Week	
1	Title: Technology: Friend or Foe? Reading requirement: Technopoly, Chapters 1 - 5, pp. 1 - 91. Crying Out, Introduction & Chapter 1, pp. 9 – 18. Assignments: Intro Individual Assignment: 3 points Discussion and group asns: participation grade Final Individual Assignment: 7 points	5	Title: Knowledge is power. Really? Reading requirement: Tribes (pp. 1 – 59) Crying Out, Chapters 9 – 10 (pp. 67 – 78) Byrd-Whitepaper: DIKI Assignments: Intro Individual Assignment: 3 points Discussion and group asns: participation grade Final Individual Assignment: 7 points
2	Title: Defending Against Technopoly Reading requirement: Technopoly, Chapters 6 – 11 (pp. 92 – 199) Crying Out, Chapters 2 – 4 (pp. 19 – 36). Assignments: Intro Individual Assignment: 3 points Discussion and group asns: participation grade Final Individual Assignment: 7 points	6	Title: Efficient Management <==> Effective Management? Reading requirement: One-minute Manager, all (pp. 11 – 112) Crying Out, Chapters 11 (pp. 79 – 82) Assignments: Intro Individual Assignment: 3 points Discussion and group asns: participation grade Final Individual Assignment: 7 points
3	Title: Knowledge/Concept Transfer Reading requirement: Selected white papers Crying Out, Chapters 5 – 6 (pp. 37 – 59) Assignments: Intro Individual Assignment: 3 points Discussion and group asns: participation grade Final Individual Assignment: 7 points	7	Title: It's All About Tribes Reading requirement: Tribes (pp. 60 – 147) Assignments: Intro Individual Assignment: 3 points Discussion and group asns: participation grade Final Individual Assignment: 17 points
4	Title: Who Moved My Cheese? Reading requirement: Who Moved My Cheese, all (pp. 1 – 94) Crying Out, Chapters 7 – 8 (pp. 60 – 66) Byrd-Whitepaper: Change Management Byrd-Whitepaper: Strategic Planning Process Assignments: Intro Individual Assignment: 3 points Discussion and group asns: participation grade Final Individual Assignment: 7 points		

Addendum to Syllabus Checklist

IT 632 Strategic IT leadership

Rob Byrd

rob.byrd@acu.edu

February 4, 2016

In reply to the Adams Center syllabus check. There were three items in question:

1. late work policy
2. participation policy
3. missing mission statements

1. late work policy: It was already described in "Weekly cycle", So the heading was changed to "Weekly Schedule and Late Work"

2. participation policy: A section was added describing the participation policy as 10% for the discussion and 10% for the Faith and Work journals

3. missing mission statements: The University mission statement was displayed in a bordered frame and not noticed. It was there. Since this course is solely for the ACU Dallas online campus, it is not part of the College of Business Administration or of the School of IT and Computing. Therefore, the latter two mission statements have been purposefully omitted.

February 4, 16

Dr. Rob Byrd
(325)320-7076
rob.byrd@acu.edu

Re: Review of IT632: Strategic Leadership

Dr. Byrd,

Thank you for the submission of Review of IT632: Strategic Leadership. The syllabus meets the guideline requirements, except that you may need to consider adding university, college and department mission statements. In addition, though the online format uses different mechanisms for assessing attendance, participation and late work, you might consider explaining your methods for assessing these factors more explicitly especially since some of them are included in your grade calculation. For instance, you might want to describe how do you arrive at the 20% of grade for participation.

These are changes that can be easily made yourself. Please feel free to let me know if you have any questions. There is no need to bring it back to the Adams Center for further review. However this letter is not meant to be a final approval in the course application process. It is intended as a reference for council members, who may have questions or comments of their own. If there is anything else I can do for you, please feel free to let me know.

Sincerely yours,

A handwritten signature in cursive script, appearing to read "Martin Fong".

Director of Instructional Design
Adams Center for Teaching and Learning
Abilene Christian University

ABILENE CHRISTIAN UNIVERSITY

LIBRARY

MEMORANDUM

DATE: 14:24:48
TO: Dr. Rob Byrd
FROM: Mark McCallon, Associate Dean for Library Services
RE: Course Application for IT 632 – IT Leadership

After reviewing the course application, the library is able to support the proposed course. Please contact your librarian liaison, Mark McCallon (mccallonm@acu.edu), if additional library resources are needed to support the course. Thank you for the opportunity to evaluate the syllabus and course proposal.