

**MHA 5220: Leadership Development II:**

Cultural Intelligence and working with diverse populations

Fall A 2022: August 22-October 13, 2022

Health and Human Performance, Hybrid, 1 credit hours

**Instructor Information:**

Dr. Melissa Kates

Email: [katesm@apsu.edu](mailto:katesm@apsu.edu)

Office phone: 931-221-7188

Office hours and location: M: 10:00-11:00 a.m. and TR: noon – 1:00 p.m.

<https://apsu.zoom.us/j/9312217188>

**Course Details:** Asynchronous via D2L

**Course Description:**

Students will focus on developing a cultural awareness mindset to healthcare practices and be introduced to resources and tools to lead a healthcare organization that values diversity, inclusion, and equitable care.

**Prerequisites and/or Co-requisites**

None

**Course Learning Objectives**

After completing this course, the students will be able to:

1. Define Cultural Intelligence (CQ)
2. Identify key leadership traits and behaviors related to cultural responsiveness
3. Apply leadership principles to diversity, equity and inclusion (DEI) practices in healthcare settings and healthcare administrative roles
4. Assess personal Cultural Intelligence (CQ)
5. Identify and apply principles and practices related to creating a culturally responsive organization

### **Course Competencies**

- Written communication skills assessed via article review summaries (level 1)
- Critical thinking skills assessed via responses to prompts provided in discussion board assignments (level 1)
- Personal CQ skills assessed by taking and responding to the Cultural Intelligence and Cultural Values assessment (level 1)
- Professional development skills assessed via the Leadership Development Plan (in conjunction with MHA 5020). (level 1)

Level 1 refers to beginning/emerging skills.

### **Course Requirements**

#### **Required Materials**

There is no textbook for this course. Students will engage with online materials, research articles and take a Cultural Intelligence and Cultural Values assessment that costs \$25.00.

#### **Technology Requirements**

Please see the [Technology for Digital Learning](#) webpage for more information.

#### **Technology Skills Required for Course**

Students need to be able to access D2L, email, and web-based leadership assessment tool.

### **Participation, Assessments & Grading**

#### **Class Participation**

Students are expected to engage with the material, the instructor and fellow students via D2L. Upon request, Dr. Kates can set up zoom sessions for students to work through some materials and topics together in a synchronous setting (this will not be a graded requirement).

#### **Class Commitment**

Students should expect to engage with the asynchronous course work 4-5 hours per week.

## **Class Schedule and Assignments**

MHA 5220 is organized in Modules. Each module will include an online course/guide offered through the Think Cultural Health platform. Access/links will be provided in D2L. Students will also read associated research articles and be asked to provide a written summary of 1-2 articles for each module. Students will also respond to discussion board prompts and take a personal/individual cultural intelligence assessment.

### **Modules:**

Module One: Personal Cultural Intelligence (CQ) and responsiveness:

**Due Sunday, September 4<sup>th</sup>** note: the first module should be due 8/28, but I am providing an extra week due to the leadership retreat for MHA 5020.

Module Two: Professional cultural responsiveness: the role of healthcare administrators/leaders:

**Due Sunday, September 11<sup>th</sup> by 11:59 p.m.**

Module Three: Organizational cultural responsiveness:

**Due Sunday, September 25<sup>th</sup> by 11:59 p.m.**

Module Four: Pulling it all together: Diversity, Equity and Inclusion in healthcare settings:

**Due Sunday, October 9<sup>th</sup> by 11:59 p.m.**

### **Other Assignments:**

**Cultural Intelligence and Values: Assessment and reflection: Due: Sunday, September 4<sup>th</sup> 11:59 p.m.**

**Cumulative Reflection. Due: Wednesday, October 12 11:49 p.m.**

## **Grading Procedures**

This is a Leadership Development course. Assessments are related to your individual reflection, progression and application of key concepts. Alignment of assessments with competencies is provided above.

### **Late and Missing Work Policy**

Life happens and sometimes it happens in a way that significantly impacts our quality of work. Each student has a “life happens card” they can use ONE time for a late assignment. No questions asked; you will have one additional week to submit the assignment but you must email Dr. Kates to let her know you are invoking your “life happens card” sometime prior to the assignment due date.

## **Grading Scale**

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- 225-250 Points = 90-100% - A
- 200-224 Points = 80-89% - B
- 175-199 Points = 70-79% - C
- 150 -174 Points = 60-69% - D
- 149 points and under = 59% and under – F

Assignment	Points Possible
Module One <ul style="list-style-type: none"> <li>• Discussion Board original post and response: 10 points</li> <li>• Article summary 15 points</li> <li>• Think Cultural Health Nursing Course 1 &amp; reflection: 25 points</li> <li>• </li> </ul>	50 points <b>Due Wednesday August 31<sup>st</sup>. by 11:49 p.m.</b>
Personal Cultural Assessment Review 2 videos and take assessment	25 points <b>Due Sunday, September 4<sup>th</sup> by 11:59 p.m.</b>
Module Two <ul style="list-style-type: none"> <li>• Think Cultural Health Nursing Course 2 &amp; reflection: 25 points</li> <li>• Discussion Board original post and response: 10</li> <li>• Article summary/other assignment: 15 points</li> </ul>	50 points <b>Due Sunday, September 11<sup>th</sup> by 11:59 p.m.</b>
Module Three <ul style="list-style-type: none"> <li>• Think Cultural Health Nursing Course 3 &amp; reflection: 25 points</li> <li>• Discussion Board original post and response: 10</li> </ul>	25 points <b>Due Sunday, September 25<sup>th</sup> by 11:59 p.m.</b>
Module Four <ul style="list-style-type: none"> <li>• Healthcare Administrators Guidebook review and respond: 40 points</li> </ul>	40 points <b>Due Sunday, October 9<sup>th</sup> by 11:59 p.m.</b>
Cumulative Reflection	50 points <b>Due Wednesday October 12<sup>th</sup> by 11:49 p.m.</b>
Total points	250 points

### Description of Assignments:

*Module related assignments:* For each module students will engage with an online cultural competence related course. Refer to D2L for details

*Article review/other assignments:* Initially, links to articles will be provided and

students will select one to provide a summary review. As the course progresses, students will search and find their own article to review and/or an alternative/different assignment will be provided. Refer to D2L for details.

*Discussion Boards:* Each module will have an associated discussion board – either responding to the related assignment or other topic. Students will be expected to author and original post and respond to at least one other colleague's post.

*Cultural Intelligence and Cultural Values Assessment:* Students will take a CQ assessment and provide a reflection on the results. Preparation for the CQ assessment will include watching 2 introductory videos (10 minutes or less).

*Cumulative reflection:* Students will provide a cumulative reflection, prompts will be provided.

### Course Expectations and Policies

#### **Students are expected to:**

- Be prepared for active participation by keeping up with the homework, activities, and reading assignments.
- Read all of the required posted online materials, including all discussion forum posts for the required forums.
- Complete the assignments by the posted due dates.
- Promptly communicate technical and other course issues or problems to the instructor.
- Adhere to all of the guidelines regarding academic honesty which can be found among other institutional policies in the [APSU Student Handbook](#).

#### **The instructor can be expected to:**

- Reply to student emails within 24 hours Monday through Friday. Response times may vary during weekends and holidays.
- Give timely and appropriate feedback on all assignments and assessments. In this course, feedback will be provided within 3-5 days of assignment/assessment submission.
- Post regular announcements at the beginning of each module to update the class on progress and upcoming assignments/assessments.
- Set the tone of the course.

#### **Communication Policy**

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Regular announcements will be made through D2L on the “Announcements” page. The preferred email communication method is via AP Mail. Please be sure to check your APSU email and D2L at least 3-4 times per week. If you have problems with accessing your APSU email account or D2L, contact GovsTech at 931-221-4357 or email [govstech@apsu.edu](mailto:govstech@apsu.edu).

Besides the weekend session, additional class communication will primarily be through D2L, discussion forums, and AP email. The best way to contact us directly is via email at [katesm@apsu.edu](mailto:katesm@apsu.edu). If needed, Zoom video conferences, phone calls, or office visits can be scheduled via email.

### **Students with Disabilities**

Austin Peay State University abides by Section 504 of the Rehabilitation Act of 1973, which stipulates that no student shall be denied the benefits of an education “solely by reason of a handicap.” Disabilities covered by law include, but are not limited to, learning disabilities, hearing, sight, or mobility impairments.

If you have a documented disability that may have some impact on your work in this class and for which you may require reasonable accommodations, communicate with me and Disability Services in Morgan University Center 114 on the Clarksville Campus, 931-221-6230, [disabilityservices@apsu.edu](mailto:disabilityservices@apsu.edu), so that reasonable accommodations may be arranged. For more information, please visit the [APSU Disability Services](#) website.

### **Academic Honesty and Integrity**

“Austin Peay State University strives to promote values and attitudes that are reflective of solid academic character and integrity.” All students are expected to complete their own work and conduct research and author assignments independently of others (unless specifically authorized to work together by your respective faculty).

Academic integrity is the cornerstone of your educational experience. “When students participate in behavior that is considered academic misconduct, the scholarly value of their education is diminished.”

Academic misconduct is defined as the following:

*Plagiarism.* The adoption or reproduction of ideas, words, statements, images or works of another person as one’s own without proper attribution.

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*Cheating.* Using or attempting to use unauthorized materials, information or aids in any academic exercise or test/examination. The term academic exercise includes all forms of work submitted for credit or hours.

*Fabrication.* Unauthorized falsification or invention of any information or citation in an academic exercise.

*Facilitation or Collusion.* Assisting or attempting to assist another to violate a provision of the institution's student code of conduct regarding academic misconduct.

Students should be aware that a violation of the University's Academic Misconduct Policy can result in disciplinary action which could include failure for an assignment, failure for an entire course, probation, suspension or expulsion from the University. If students are not certain whether a practice would be considered academic misconduct they should always consult with their instructor.

### **Respectful Discourse:**

APSU is committed to the free and full exchange of ideas and perspectives that is central to the educational enterprise. We are also committed to encouraging students—and all people—to be exposed to, and think critically about, sensitive topics and issues. This is an essential element of higher education and necessary to better prepare students for community participation and robust civic engagement. Curricular materials on concepts including but not limited to racism, sexism and classism may be presented and discussed in this class; while students are expected to master course content, it is not expected that students endorse or subscribe to any theory or viewpoint.

## Technical Support

### APSU Information Technology

For Austin Peay email and OneStop login issues contact (931) 221-HELP (4357) or [govstech@apsu.edu](mailto:govstech@apsu.edu). Go to [GovsTech](#) for more information.

### Distance Education Support

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For technical issues within your online/hybrid course, contact (931) 221-6625 or [online@apsu.edu](mailto:online@apsu.edu). Go to [Distance Education's](#) website for more information.

### Syllabus Changes

The instructor reserves the right to make changes as necessary to this syllabus. If changes are made during the term of the course, the instructor will immediately notify students of such changes both by email communication and posting both notification and nature of change(s) on the course announcements page in D2L.