

Mindful Leadership Communication

COMM-490-E01 Spring 2025 Harlaxton College

Instructor	Joel Hester	Phone	1+615-509-0526
Office Location	Visiting Faculty Office	Email	Jh930@evansville.edu
Course Meeting Days and Time	M/W 2:00 pm – 3:15 pm GMT	Student Drop-In Office Hours	Visiting Faculty Office T/Th (1:00 pm to 2:30 pm or by appointment)
Course Mode	In-Person		

Course Information

Catalog Description:

Varied special topics in Communication Studies. Mindful Leadership Communication

Credit Hour Policy Statement:

Standard lecture: “This class meets the federal credit hour policy of 1 hour of class with an expected 2 hours of additional student work outside of class each week for approximately 15 weeks for each hour of credit, or a total of 45-75 total hours for each credit.”

General Education Requirements:

Critical reading and thinking, and engagement with fundamental beliefs about human identity, core values, and humankind’s place in the world. Communication and Managerial.

Course Learning Outcomes:

1. Define mindfulness and identify outcomes of mindfulness practice based on empirical research (e.g., empirical findings, demonstrated benefits via journaling);
2. Discuss the relationships between mindfulness, science, and spirituality, through context, experience, reflection, contemplation, action, and evaluation;
3. Engage in regular, personal mindfulness practices and document reflections and learning achieved;

Make practical and meaningful uses of mindfulness to personal transformation, communication, leadership, and organizational contexts

Program Learning Outcomes:

See Course Learning Outcomes

sRequired Materials:

Leadership and the New Science: Discovering Order in a Chaotic World (3rd Ed.), by Margaret Wheatly (2006) ISBN: 978-1-57675-344-6

The Book of Awakening: Having the Life You Want by Being Present to the Life You Have (20th Anniversary Ed.), by Mark Nepo (2020) ISBN: 978-1-59003-500-9

Executive Reads Summary: Crucial Conversations, by Kerry Patterson, Joseph Grenny, Ron McMillan, and Al Switzler (2015) ISBN: 9798638681043

Turning to one another: simple conversations to restore hope to the future (2nd Ed.), by Margaret Wheatley (2009) ISBN: 978-1-57675-764-2

Methods of Instructions:

In-person and guest lectures, group discussions, daily journaling, research paper, group and individual projects, group teaching, group mindfulness and interactive exercises, and possible field trip.

Withdrawal and Attendance policies:

[Recommended. Detail attendance and withdrawal policies including last dates to drop which can be found here: <https://www.evansville.edu/registrar/calendars.cfm>.]

Grading Criteria:

Attendance	50 pts
Class Citizenship and Participation	50 pts
Mindfulness Presentation	50 pts
Mindful Leadership Speech	100 pts
Daily Journal	50 pts
Case Studies Group Presentation (Final)	100 pts
Mindfulness Reflection Paper	100 pts
Total	500 pts

Honor Code:

All students at the University of Evansville agree to the University honor code: *I will neither give nor receive unauthorized aid, nor will I tolerate an environment that condones the use of unauthorized aid.*

Artificial Intelligence directed quoted to write papers or journals would be an example of unauthorized aid. Not citing other individual’s work would be another example of unauthorized aid.

Course AI Policy:

In this course, submission of any work that is not entirely your own is considered academic dishonesty unless otherwise specified. This means that the use of generative AI tools is prohibited, except for certain assignments for which you are given specific guidelines and examples of appropriate AI use. When permitted, you must clearly identify and cite the AI tools used. Submitting AI-generated work as your own constitutes a violation of academic integrity as an example of unauthorized aid.

Course Schedule:

Week	Date	Topic / Activity	Assignments Due
1	13-Jan 15-Jan	Introductions and Expectations Overview of Mindfulness and FFMQ	FFMQ Read: Cunningham et al., (2020, pp. 16-19)
2	20-Jan 22-Jan	SPIRE Exercise In-Class Mindfulness Practice	Review SPIRE Document

3	27-Jan 29-Jan	Self-Awareness and Practice In-Class Mindfulness Practice	Read Strozzi (2016)
4	3-Feb 5-Feb	Active Listening Skills Active Listening Activity and Presentation Workshop	Read Margaret Wheatley (2009, pp. 1-40)
5	10-Feb 12-Feb	Outward Awareness Presentation Workshop	Read Wheatley (Introduction and Chp.1) First Journal Check-in Due Watch Mentor's Gallery
6	17-Feb 19-Feb	Servant-Leadership Team Lead Mindfulness Practices	Read Spears Article and Read Greenleaf
7	24-Feb 26-Feb	Leadership-as-practice In-Class Mindfulness Exercise	Read Raelin Chapter 1 Watch Mentors Gallery
8	3-Mar 5-Mar	SPRING BREAK SPRING BREAK	
9	10-Mar 12-Mar	Handling Difficult Conversations Crucial Conversations Exercise	Read Crucial Conversations
10	17-Mar 19-Mar	Leadership Speech Workshop Mindful Leadership Speeches	Bring Outline for Peer Review Outline due before class
11	24-Mar 26-Mar	Mindful Leadership Speeches Prayer of the Examen Exercise	Outline due before class 2 nd Journal Check-in
12	31-Mar 2-Apr	Mindful Change Change, Stability and Renewal	Read Wheatley Chapters 2 & 3 Read Wheatley Chapter 5
13	7-Apr 9-Apr	Case-Studies In-Class Mindfulness Practice	Watch Mentors Gallery
14	14-Apr 16-Apr	Case-Studies In-Class Practice and Workshop	Final Paper Due April 20
15	21-Apr 23-Apr	Workshop Final	Journal Due April 22 Group Presentations on Case Studies

Online Course Policies

Technology Policy:

Participation in an online or hybrid course requires regular access to a computer with an internet connection. While some class activities can be completed on a mobile device, many cannot and it is the responsibility of the student to ensure that access to a computer and the internet is maintained throughout the entirety of the course.

If a student cannot complete an assignment because of a technology difficulty, the student is expected to first contact the instructor via the preferred method of communication to ensure that the instructor is made aware of the situation. The student can then contact the Office of Technology Services (OTS), through the online [Help Desk](#) or by phone at (812) 488-2077, to submit an incident and work toward a resolution.

Communication Policy:

The instructor will frequently and regularly initiate communication with students and it is expected that students reciprocate this communication. Students are also expected to actively participate in course discussions and

collaborate with other students according to course policies and assignment instructions to achieve course learning outcomes. I will respond to e-mail within 24 hours (M-F), but it may be 48 hours over the weekend (S/S). I will communicate both via email and through the Blackboard messaging system.

Course Attendance:

Attendance in the course consists of active participation in course activities. This may include but is not limited to contributing to an online discussion, submitting an assignment, or taking a quiz or exam. Logging into Blackboard does not count toward class attendance. There may be additional field trips in which attendance will be required.

Student Verification Policy:

It is required that a student registered for a course is the same student who participates in the course and receives course credit. UE’s policy for verifying student identity can be found [here](#).

University Policy Statements

Disability Policy:

The University of Evansville is committed to providing an accessible and supportive environment for students with disabilities. It is the policy and practice of the University of Evansville to make reasonable accommodations for students with properly documented disabilities. Students should contact Disability Services at 812-488-2663 to seek services or accommodations for disabilities. Written notification to faculty from Disability Services is required for academic accommodations.

Institutional Equity and Title IX

UE is committed to fostering an atmosphere free from harassment and creating an inclusive campus for all members of the University community regardless of their sex, sexual orientation, gender identity, race, religion, ethnicity, country of origin, ability, or veteran status. All Faculty members are considered Responsible Employees and required to report instances of discrimination, harassment, or sexual violence to the Office of Institutional Equity

You may also choose to speak to a Confidential Resource about your experience. Confidential Resources at the University include:

Counseling Services: 812-488-2663, counselingservices@evansville.edu

Crayton E. and Ellen Mann Health Center: 812-488-2033, healthcenter@evansville.edu

Spiritual Formation Coordinator: 812- 488-5265, spiritualformation@evansville.edu

If you or someone you know has been harassed, assaulted, or discriminated against you can find the appropriate resources by contacting the Assistant Director of Institutional Equity and Title IX Coordinator: email titleix@evansville.edu ; phone (812) 488-5261. For more information visit <https://www.evansville.edu/offices/titleix/policy.cfm> .

Non-discrimination Statement

The University of Evansville expects all members of its community to treat each other with respect and civility. Harassing behaviors directed towards any member of our community will not be tolerated. As part of its commitment to non-discrimination, the University specifically prohibits harassment based on any other characteristics set forth in its nondiscrimination statement as follows: including race, color, gender, gender identity and expression, sexual orientation, creed or religion, national origin, age, disability, veteran status and all federally

protected groups/classes. Any form of harassment undermines the mission of the University and negatively impacts the University community as a whole. For more information contact the [Center for Inclusive Excellence](#).

Campus Safety

All members of the UE community are automatically enrolled in the Ace Alerts Emergency Alert System. When the system is activated, emergency notification information is sent in the following manner: calls to campus IP phones, text messages, emails, campus housing speaker system, active threat sirens (non-weather related), digital signage, and AlertUS desktop on campus-owned computers.

To contact the Office of Public Safety:

Emergencies: 812-488-6911

Non-emergencies: 812-488-2051

Complaints, Grievances, and Appeals

The University of Evansville seeks to resolve all student concerns in a timely and effective manner through policies and processes documented in the University [Course Catalog](#) and [Student Handbook](#).

Student Resources

Access the links below to connect with departments and resources that are here to support all UE students.

Academic Services: Contact the Center for Academic Advising to connect with academic support services including supplemental instruction, tutoring, and time management and study skills help.

Blackboard Guides: Blackboard is the University of Evansville's course management system for online courses. Guides on using Blackboard can be found within [MyUE](#).

Writing Center : The Writing Center provides access to writing resources, appointments for one-on-one writing help, and assistance with any stage of the writing process.

Counseling Services: Counseling Services provides general, short-term counseling that assists students in identifying barriers and setting goals while improving coping strategies to achieve personal and academic goals.

University Libraries: Conduct research, access resources, and contact librarians for any research related help.