

Leadership Studies Minor Requirements

Three units in each of the following six categories for a total of 18 units:			
		1. Leadership Theory and Practice	3
		2. Planning and Leading Effective Change	3
		3. Effective Interpersonal and Group Communications	3
		4. Organizations, Communities & Teams	3
		5. Ethical Leadership and Social Responsibility	3
		6. Integrative Leadership Practice	3
Total Leadership Studies Minor			18 units

Category 1: Leadership Theory and Practice (3 units)

This category provides an overview of leadership theory and practice. Courses in this category review the major theories of leadership and followership developed over the past 100 years. Leadership skills and styles, self-awareness and an orientation toward others, the ethical responsibilities of leadership, conflict resolution and facilitating group decision-making and the importance of vision and initiative to achieving constructive change in your community and organizations and across situations and cultures/genders will be emphasized. It is strongly suggested that students begin their Minor in Leadership Studies by taking one of these courses before the other categories in the minor.

Select one 3-unit course from the following to complete this category:			
BUS 1051/3051		Leadership in Individuals, Organizations and Society	3
BUS 4075		Leadership Theory and Application	3
BUS 4165 (ADC only)		Leadership and Change Management	3
BUS 4401 (ADC cohort only)		Leaders, Teams and Change (BA Cohort)	3

Category 2: Planning and Leading Effective Change (3 units)

This category focuses on the heart of leadership: Inspiring and effecting positive change by individuals and/or groups in government, organizations and society. Courses in this category examine effective leaders and leadership practice from historical, organizational, political and/or social contexts.

Topics may include: Effective, ineffective and innovative change movements, how individuals and groups vary in their reaction to change, constructive aspects of power in facilitating change, systemic change systems and communication strategies, processes of planning from vision to action steps, and/or leadership actions supporting implementation of organizational and/or societal change.

Students may use any three 1-unit courses listed below to satisfy completion of this category:		
ART 4130	Special Topics: Graphic Art	3
BUS 3902	Strategies for Leading Change	1
BUS 3917	Project Management	1
BUS 3918	Budgeting and Planning	1
BUS 3922	Discipline of Planning: Leadership Thinking, Decision Making and Execution (1 page Business Plan)	1
BUS 4019	Green and Social Marketing (Prerequisite: BUS 3012 Marketing Principles)	3
BUS 4054	General Principles of Financial Planning	3
BUS 4073	Non-Profit Management	3
CMS 3202	Environmental Advocacy	3
ENSC 3300	Advanced Environmental Science (3 units applied to Leadership Minor)	4
ENSC 4000	Conservation Biology	3
HCS 3140	Cultural Ecology	3
HCS 3220	Native American Perspectives	3
OT 5103 (OT majors only)	OT Program Development in the Community (Must complete this course as part of the Undergraduate OT degree to apply toward the Leadership Minor)	3
POL 3302	American Presidency	3
POL 3304	Political Parties and Interest Groups	3
POL 3310	Campaigns and Elections	3
PSY 3005	Social Influence	1
PSY 3160	Social Psychology (3 units applied to Leadership Minor)	4
RLGN 3186	Catholic Social Teaching	3
WGS 3800	Toxic Bodies	3
WGS 4000	Principles of Gender Studies	3

Category 3: Effective Interpersonal and Group Communications (3 units)

This category features primary theories and applications of human interactions in dyads, teams, groups, organizations and in society leading to goal achievement, group and team productivity or organizational and societal change in a global environment. Courses in this category will explore communication patterns and behaviors of individuals and groups that facilitate ethical achievement of goals at the individual, organizational or societal level.

Topics may include: Critical thinking and communication skills, persuasive public speaking and presentation skills, active listening, written communication, messaging, self-awareness and self-management for effective interpersonal communication, conflict resolution and prevention, mediation, coaching and/or negotiation skills.

PREREQUISITE: Completion of the General Education categories Communication 1200 and English 1004.

Students may use any three 1-unit courses listed below to satisfy completion of this category:			
ART 1083		Introduction to Graphic Art and Design	3
ARTH 3121		Museums of the World: Communicating Culture	3
BUS 2030/3001		Business Communications	3
BUS 3900		Conflict Resolution <i>Also eligible for Category 4, but may only be applied to one category</i>	1
BUS 3901		Negotiation for Sales and Marketing	1
BUS 3909		Negotiating for Success	1
BUS 3919		Developing Your Personal Brand	1
BUS 3920		Facilitating Effective Meetings <i>Also eligible for Category 4, but may only be applied to one category</i>	1
BUS 4071		International Human Resource Management (Prerequisite: BUS 3011 Organizational Behavior)	3
BUS 4077		International Management and Global Cultures	3
BUS 4155 (ADC only)		Business Communication: A Cross Cultural Perspective	3
BUS 4402 (ADC cohort only)		Professional Presence and Communications for Global Business	3
CMS 1521		Communication Theory I (Corequisite: CMS 1522 Communication Theory Lab)	3
CMS 1522		Communication Theory Lab	1
CMS 3604		Organizational & Professional Communication	3
CMS 3605		Communication Across Cultures	3
CMS 3607		Interpersonal Communications	3
HIST 3051		Women in the World	3
NURS 3106 (Nursing majors only)		Psychiatric and Mental Health Nursing (3 units applied to Leadership Minor)	5
OT 3015 (OT majors only)		Psychosocial Aspects of Occupation I	3
POL 3300		State & Local Politics	3
PSY 3002		Effective Communication	1
PSY 3165		Mediation, Negotiation	3
PSY 3167		Cross Cultural Communication	3

PSY 4002	Life Coaching	3
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Category 4: Organizations, Communities & Teams (3 units)

This category examines the impact of leadership and teams in organizations, governments, communities and society, and their institutional structures. The courses in this category focus on the role of the individual within organizations or society, as well as the impact of organizational, governmental or societal structures on individuals, groups and teams.

Topics may include: Motivation, persuasion, social influence, conformity and obedience, small group dynamics, empowerment, group process and decision making, risk taking, roles, group think, job design, political structures and practices, team work, organizational governance, and/or organization development techniques and strategies.

Students may use any three 1-unit courses listed below to satisfy completion of this category:		
BUS 1903	Team Development and Leadership	1
BUS 3011	Organizational Behavior	3
BUS 3900	Conflict Resolution <i>Also eligible for Category 3, but may only be applied to one category</i>	1
BUS 3903	Peer Coaching	1
BUS 3920	Facilitating Effective Meetings <i>Also eligible for Category 3, but may only be applied to one category</i>	1
BUS 4060	Global Virtual Teams (Prerequisite: BUS 3019: Global Implications for Business)	3
BUS 4070	Advanced Management Practices	3
BUS 4140 (ADC only)	Organizational Behavior and Structures	3
BUS 4410 (ADC cohort only)	Impact on Globalization in Business and Cross-Cultural Management	3
CMS 3604	Organizational & Professional Communication	3
HCS 1101/3101	Sociology	3
HCS 1103/3103	Problems in Contemporary Society	3
NURS 4150 (Nursing majors only)	Community Health Nursing	3
OT 5101 (OT majors only)	Health Policy, Leadership & Management in OT (Must complete this course as part of the Undergraduate OT degree to apply toward the Leadership Minor)	3
POL 3300	State & Local Politics	3
POL 3302	American Presidency	3
POL 3303	Congress	3
POL 3304	Political Parties & Interest Groups	3
POL 3310	Campaigns and Elections	3

POL 3522		Diplomacy	3
PSY 3034		Behavioral Coaching	1
PSY 3161		Small Group Interaction	3
PSY 3166		Organizational Psychology	3
RLGN 3120		The Rhetoric of Belief	3
WGS 3222		Gender Relations	3

Category 5: Ethical Leadership & Social Responsibility (3 units)

Ethical decision making is fundamental to value-based leadership. This category examines the impact of ethical traditions, moral development and the role of contending values involved in decision making of individuals, organizations and society. Ethical leadership issues of local and global significance related to business, communications and mass media, health care, politics, science and/or society will be examined.

Topics include: Introduction to western and/or non-western ethical theories, contemporary moral philosophy as it relates to individuals in a pluralist society, ethics and the law, ethical considerations of contemporary political and socioeconomic dimensions of social change, environmental sustainability, civic engagement, corporate social responsibility, social justice, and/or inter-relationships between economic development and the environment.

This category requires that students study ethics beyond the foundation ethics courses that fulfill General Education requirements. Therefore, General Education courses in Ethics do not meet this category, with the exception of Adult Degree Completion students, and Nursing and Occupational Therapy majors, given that ethics is integrated throughout multiple courses in those majors. For that reason, Nursing and OT students who transferred a course to Dominican meeting the PHIL 1108/3108 requirement, will have met this requirement.

BUS 3017		Legal and Ethical Environment of Business	3
BUS 4406 (ADC cohort only)		Corporate and Social Responsibility, Law and Ethics	3
CMS 3201		Environmental Communications	3
PHIL 1109/ 3109 (Nursing & OT majors only)		Ethics and Health Care	3
PHIL 3103		Ethics, Leadership and Meaning	3
PHIL 3110		Environmental Ethics	3
PHIL 3520		Self, Community and Service: Thinking and Action for Ethical Being (Service Learning) <i>Also eligible for Category 6, but may only be applied to one category</i>	3

Category 6: Integrative Leadership Practice/Civic Engagement Experience (3 units)

In this experiential component, students will integrate the specialized knowledge gained in their major with that of the leadership minor through leadership and team practice experiences. These leadership practice options may involve community and civic engagement leadership opportunities, as well as projects in for-profit, non-profit and public organizations. This category may be fulfilled through completion of a service learning course, co-curricular experiences, a leadership internship or a leadership legacy capstone project.

The Center for Creative Leadership proposes the following basic skills as fundamental components of leadership development: Learning from experience, communication, listening, assertiveness, providing constructive feedback, effective stress management, building technical competence, building effective relationships with colleagues at all levels, setting goals and conducting meetings.

This category provides opportunities to hone skills in these areas and practice working cooperatively with team members. Students complete the units for this category from any of the following four categories. Multiple categories may be used to fulfill this 3-unit requirement.

A. Service-Learning Course:

Completion of a 3-unit course with the Service Learning designation. The service learning projects promote the common good and the values of study, reflection, community and service, ethical responsibility, and respect for multiple cultural traditions linking academic education and community experience.

B. Leadership Internship:

(1 to 3 units: 45 to 135 hours) in a project focused, work situation that constitutes a valid educational experience relevant to developing the students' leadership skills. Students are required to maintain a journal and deliver an oral presentation at the Career and Internship Symposia. Leadership Internship Guidelines provided. Important Note: A maximum of six (6) internship (BUS 4989) units may be counted toward the bachelor's degree.

C. Independent Study:

Leadership Legacy Capstone Research Project Option: This is a culminating experience option that frames societal or organizational issues or projects within a community leadership context. Students will research a leadership problem at a community or business organization, related to their major, and formulates a proposed resolution of the problem. Prerequisites: Completion of Categories 1, 2, 3 and 4. May be co-requisite with Category 5.

D. Leadership Practice:

1 to 3 units (45 hours per unit) focused on leading a project or initiative, serving on a team or as a team leader, participating in an organizational or community change project. All Leadership Practice options require fulfilling project hours, plus written assignments and reflections.

ART 3119		Art Fundamentals for Educators: Service Learning	1
ART 4966		Art & Design Outreach Project Internship	1
ARTH 3120		Museum Studies	3
BUS 3921		Leadershape Institute	1-2
BUS 4032		Taxation: Business Perspective – Service Learning for Tax Aid	3
BUS 4078		Leadership Fellows: Development Practicum (May be completed anytime following completion of Leadershape)	1-3
BUS 4989		Leadership Internship	1-3
BUS 4999		Independent Study: Leadership Legacy Capstone	3
CMS 3202		Environmental Advocacy	3
CMS 3422		Multimedia Journalism 1	3
CMS 3427		Multimedia Journalism Lab 2	1
CMS 3510		Broadcast Field Study: TV Sports	3
CMS 3511		Broadcast Field Study: Performing Arts	3

HCS 4999		IS: Service Learning Leadership Project	1-3
HONO 3500		Self, Community, & Service: Ethical Theory and Practice	3
NURS 4200/NURL 4200 (Nursing majors only)		Leadership and Nursing Care Management (3 units applied to the Leadership Minor)	4
OT 5130 (OT majors only)		Level II Fieldwork in Occupational Therapy (3 units applied to the Leadership Minor)	6
PHIL 3520		Self, Community, & Service: Thinking and Action for Ethical Being <i>Also eligible for Category 5, but may only be applied to one category</i>	3
POL 3524		Model United Nations 1	3
POL 4572		Public Policy Debate I	2
POL 4573		Public Policy Debate II	2
POL 4574		Debate: Theory into Practice I	1
POL 4575		Debate: Theory into Practice II	1
POL 4576		Debate: Theory into Practice III	1
POL 4577		Debate: Theory into Practice IV	1
PSY 4940		Fieldwork (Placement must be leadership fieldwork approved by ILS Director)	3