

Leadership Studies Minor

The 18-unit Minor in Leadership Studies is a multi-disciplinary program providing students the opportunity to study and practice leadership from multiple disciplines, including both theoretical and experiential components, emphasizing active learning and community service.

Regardless of one's academic major, this minor seeks to improve a student's abilities for leadership roles in their chosen field. The program has four components: theoretical, experiential, skill building and a culminating capstone.

The minor in Leadership Studies will prepare students of all majors to study the qualities and skills of effective leaders and apply these concepts to improve their leadership behaviors and ethical decision making that effects constructive and effective change. The program seeks to educate students to be prepared to serve as leaders in their professions and in their community.

The Leadership Studies Minor emphasizes ethical, cultural, historical, organizational, philosophical, political, psychological, societal and ethical dimensions of leadership. Students will learn the nature of leadership, examine strategies for effecting change and practice ways to become a better leader in multi-cultural contexts.

The program is comprised of courses from Business, Communications, Humanities, Natural Sciences and Mathematics, Nursing, Occupational Therapy, Political Science and International Studies and Psychology. Additional courses are offered by all other academic departments on campus: History, Social and Cultural Studies, Philosophy, Women and Gender Studies. Conversations with Art, Art History, Digital Arts and Music will be pursued to identify applicable courses.

Students contemplating a Leadership Studies minor are required to meet with their major advisor, and then the advisor for the Minor in Leadership Studies, preferably by the beginning of their sophomore year.

- **18 units required: Complete 3-units in each of six categories.**
- **At least 12 of the 18 units in the minor must be upper division.**
- **9 units of the 18 units may be also be used to fulfill general education categories. Applicable units in one's major may be applied to the major and the minor.**
- **Students must complete 12 of the 18 units of the requirements for the Leadership Studies Minor at Dominican University of California.**

Requirements for the Leadership Studies Minor: Three units in each of six categories, for a total of 18 units:

1. Leadership Theory and Practice (3 units)
2. Planning and Leading Effective Change (3 units)
3. Effective Interpersonal and Group Communications (3 units)

4. Organizations, Communities & Teams (3 units)
5. Ethical Leadership and Social Responsibility (3 units)
6. Integrative Leadership Practice (3 units)

**Leadership Studies Minor –
Student Learning Outcome Goals by Category**

Goal 1	Category 1	Leadership Theory and Practice
Goal 2	Category 2	Planning and Leading Effective Change
Goal 3	Category 3	Effective Interpersonal and Group Communications
Goal 4	Category 4	Organizations, Communities & Teams
Goal 5	Category 5	Ethical Leadership, & Social Responsibility
Goal 6	Category 6	Integrative Leadership Practice

Students will demonstrate the ability to:

- Goal 1: Compare the prevailing leadership and followership theories.
- Goal 2: Analyze, explain and evaluate the tenets of change leadership and transformation of cultures from an historical, organizational, political, or societal perspective.
- Goal 3: Compare and apply the major theoretical and experiential approaches to effective leadership communication.
- Goal 4: Explain key theories of organizational behavior and provide examples of their impact, or analyze the diversity of political structures and practices around the world.
- Goal 5: Analyze and discuss the challenges facing individuals and organizations in pursuit of ethical behavior and socially responsible decision making at the individual, governmental, non-profit and corporate level.
- Goal 6: Lead through participation in campus organizations, clubs, community leadership projects or activities approved for this category.



CATEGORY 1: LEADERSHIP THEORY AND PRACTICE (3 units)

Student Learning Goal: Compare the prevailing leadership and followership theories.

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 two courses before the other categories in the minor.

Choose one of these two courses to complete this category.

Dept./Number	Course Title	# Units Applied to Minor
BUS 1051/3051	Leadership in Individuals, Organizations and Society	3
BUS 4075	Leadership Theory and Application	3



CATEGORY 2: PLANNING AND LEADING EFFECTIVE CHANGE (3 units)

Student Learning Goal: Analyze, explain and evaluate the tenets of change leadership and transformation of cultures from an historical, organizational, political, or societal perspective.

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.

Dept./Number	Course Title	# Units Applied to Minor
ART/CHC 3230	Visual responses: Art as Catalyst for Awareness & Action	3
ART /CHC 3231	Activist, Critic, Visionary: The Artist as Catalyst for Change	3
ART 4130	Design Strategies	3
BUS 2054/4054	General Principles of Financial Planning	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 4073	Non-Profit Business Management	3
ENST 4000	Environmental Issues	3

HIST 3100	Biographical Approach to History (Series) All history courses in the 3100 series apply	1
HIST 3230/3231	Women's Causes, Women's Voices	3
HUM 3105	Global Peace and Conflict Studies	3
OT 5013 (OT majors only)	OT Program Development in the Community	3
PSY 3005	Social Influence	1
PSY 3160	Social Psychology	3
REL 3186	Catholic Social Teaching	3
WGS 4000	Introduction to Women and Gender Studies	3
WGS 3200	Women & Gender in Economic Development Worldwide	3

- Students may use any three 1-unit courses listed in Category 2 to satisfy completion of that category.

CATEGORY 3: EFFECTIVE INTERPERSONAL AND GROUP COMMUNICATIONS (3 units)

Student Learning Goal: Compare and apply the major theoretical and experiential approaches to communication patterns and behaviors, to effectively convey ideas verbally, visually and/or in writing when in a leadership role.

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 (verbal, visual, written) 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

Dept./Number	Course Title	# Units Applied to Minor
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ART 1083	Beginning Graphic Art and Design as Visual Communication	3
ARTH 3121	Museums of the World: Communicating Culture	3
BUS 2030/3001	Business Communications	3
BUS 3900	Conflict Resolution	1
BUS 3901	Collaborative Negotiation for Long Term Relationships	1
BUS 4000	Human Resources Management <ul style="list-style-type: none"> • Prerequisite: BUS 3011 Organizational Behavior 	3
BUS 4077	International Management and Global Cultures <ul style="list-style-type: none"> • Prerequisite: BUS 3019 Global: Implications for Business 	3
BUS 3919	Developing Your Personal Brand	1
BUS 3901	Negotiation for Sales & Market	1
BUS 3919	Facilitating Effective Meetings	1
COMM 3521	Communication Theory I	3
COMM 3523	Communication Theory II	3
COMM 3603	Communicating with Success	3
COMM 3604	Business & Professional Communication	3
COMM 3605	Communication Across Cultures	3
COMM 3607	Interpersonal Communications	3
COMM 3714	Conflict Resolution & Crisis Management	1
PSY 3002	Effective Communication	1
PSY 3165	Mediation, Negotiation & Conflict Management	3
PSY 3167	Cross Cultural Communication	3
PSY 4002	Life Coaching	1
NURS 3106 (Nursing majors only)	Psychiatric and Mental Health Nursing	3
OT 3015 (OT majors only)	Psychosocial Aspects of Occupation I	3

- **Students may use any three 1-unit courses listed in Category 3 to satisfy completion of that category.**



CATEGORY 4: ORGANIZATIONS, COMMUNITIES & TEAMS (3 units)

***Student Learning Goal:* Explain key theories of organizational behavior and provide examples of their impact, or analyze the diversity of political structures and practices around the world.**

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.

Dept./Number	Course Title	# Units Applied to Minor
BUS 1903	Team Development and Leadership	1
BUS 3011	Organizational Behavior	3
BUS 3903	Peer Coaching	1
BUS 4060	Global Virtual Teams <ul style="list-style-type: none"> • Prerequisite: BUS 3019 Global: Implications for Business 	3
BUS 4070	Community Leadership	3
BUS 4140	Organizational Behavior and Structures	3
COMM 3711	Organizational Communication	1
POL 3300	State & Local Government	3
POL 3302	American Presidency	3
POL 3303	Congress	3
POL 3304	Political Parties & Interest Groups	3
POL 3310	Craft of Politics	3
POL 3522	Diplomacy	3
PSY 3034	Behavioral Coaching	1
PSY 3161	Small Group Interaction	3
PSY 3166	Organizational Psychology	3

OT 5101 (OT majors only)	Health Policy and Leadership	3
NURS 4150 (Nursing majors only)	Community Health Nursing	3
SCS 1001	Introduction to Sociology	3

- Students may use any three 1-unit courses listed in Category 4 to satisfy completion of that category.

CATEGORY 5: ETHICAL LEADERSHIP & SOCIAL RESPONSIBILITY (3 units)

***Student Learning Goal:* Analyze and discuss the challenges facing individuals and organizations in pursuit of ethical behavior and socially responsible decision making at the individual and organizational levels.**

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 the General Education. Therefore, General Education courses in Ethics do not meet this category, with the exception of Nursing and Occupational Therapy majors, given that ethics is integrated throughout multiple courses in those two majors. For that reason, Nursing and OT students who transferred a course to Dominican meeting the Phil 1108 requirement, will have met this requirement.

Dept./Number	Course Title	# Units Applied to Minor
BUS 3017	Business Law and Ethics	3
PHIL 3110	Environmental Ethics	3
PHIL 3111	Business Ethics	3
PHIL 3103	Ethics, Leadership and Meaning	3

PHIL 1109 / 3109 Nursing & OT only	Ethics and Health Care	3
POL 3320	Gender: Ethics and Politics	3



**CATEGORY 6: INTEGRATIVE LEADERSHIP PRACTICE /CIVIC ENGAGEMENT
EXPERIENCE (3 units)**

Student Learning Goal: Lead through an interactive experience within campus organizations, clubs, community leadership projects or activities approved for this category.

In this civic engagement-oriented, experiential component, students will integrate the specialized knowledge gained in their major with that of the leadership minor through practice experiences. These leadership practice options involve community and civic engagement leadership opportunities. Leadership practice is within a group context; working with or leading others. 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 at Important Note: A maximum of six (6) internship (course 4889) 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. Student 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 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.

CATEGORY 6:	INTEGRATIVE LEADERSHIP PRACTICE/ CIVIC ENGAGEMENT EXPERIENCE (3 units)	# Units Applied to Minor
Dept./Number	Course Title	# Units
ARTH 3120	Museum Studies	3
ART 4966	Art & Design Outreach Project Internship	1
ART 3119	Art Fundamentals for Educators: Service Learning	3
BUS 3921	LeaderShape Institute	1
BUS 4078	Leadership Fellows Development Practicum	1-3
BUS 4989	Leadership Internship (see next page for requirement details).	1-3
BUS 4999	Independent Study: Leadership Legacy Capstone	3
HUM 4999	IS: Service Learning Leadership Project	1-3
HONO3500	Self, Community, &Service: · Ethical Theory and Practice	3
NURS 4200 (Nursing Majors Only)	Leadership and Nursing Care Management (6 units)	3
OT 5130 (OT Majors Only)	Level II Fieldwork in Occupational Therapy (6 units)	3
PHIL 3510	Self, Community, & Service: · Modern Identity and Meaning	3
PHIL 3520	Self, Community, & Service: · Ethics of Love and Responsibility	3
POL 4961	Internship in Student Government	1-3
POL 3524	Model United Nations I	2
POL 3526	Model United Nations II	3
PSY 4940	Fieldwork * Placement must be a leadership fieldwork approved by ILS director	3

BUS 4989: Leadership Internship
Guidelines to Internship Supervisors for Developing Job Descriptions
That Fulfill Leadership Internship

The Leadership Internship fulfills the Category 6: of the Leadership Minor. The category is entitled, Integrative Leadership Practice / Civic Engagement Experience (3 units). In this civic engagement-oriented, experiential component, students will integrate the specialized knowledge gained in their major with that of the leadership minor through leadership practice experiences. These leadership practice options involve leadership opportunities to plan and conduct projects in business, government or community organizations, or focused civic engagement projects. Leadership practice is within a group context; cooperatively working with or leading others to achieve common goals. 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 course description is as follows:

- ***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. Important Note: A maximum of six (6) internship units may be counted toward the bachelor's degree.

Student Learning Goal: Lead through an interactive experience within campus organizations, clubs, business organizations and community leadership projects or activities.

Internship Job Descriptions include the following to be eligible to meet this category:

The internship job description internship must include leading a project or initiative, serving on a team or as a team leader, participating in an organizational or community change project. The internship job must have responsibilities where students practice and hone the basic leadership skills.

- Basic and advanced leadership skills are learned from experience. Include opportunities to build some or all of these skills into the job. It is a bonus if the job offers opportunities to learn and practice advanced leadership skills in the internship, but not required.
 - ***Basic Leadership Skills:*** Effective communication, listening, assertiveness, providing constructive feedback, effective stress management, building technical competence, building effective relationships with peers and supervisors, setting goals, holding subordinates accountable, conducting meetings.



- **NOT REQUIRED - Advanced Leadership Skills:** Delegating, managing conflict; negotiation; problem solving; improving creativity; diagnosing performance problems in individuals, groups and organizations; team building for work teams; building high performance teams; team building at the top; development planning; credibility; coaching; and empowerment.

