

KENT STATE UNIVERSITY CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date **14-Nov-17** Curriculum Bulletin _____
 Effective Date **Fall 2018** Approved by EPC _____

Department **M&IS**
 College **BU - Business Administration**
 Degree **BBA - Bachelor of Business Administration**
 Program Name **Leadership Minor** Program Banner Code _____
 Concentration(s) _____ Concentration(s) Banner Code(s) _____
 Proposal **Establish program**

Description of proposal:

This proposal is to create a new minor in Leadership. The minor provides students expertise in responsible leadership. Students will learn fundamental principles of leadership, with an emphasis on considering the interests of all business stakeholders including workers, customers, clients, the community, the environment, and future generations.

Does proposed revision change program's total credit hours? Yes No
 Current total credit hours: _____ Proposed total credit hours **15**


Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and staffing considerations; need; audience; prerequisites; teacher education licensure):

Of the five required courses in the minor, four already exist. One is a new class. This new class has been offered as a Special Topics class, so creating a course number and name for the class will not require any additional faculty. Also, the four elective courses are existing courses. The development of this new minor requires no new faculty hires.

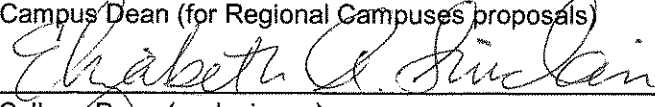
Units consulted (other departments, programs or campuses affected by this proposal):

Applied Conflict Management and Communications offered approval for inclusion of the courses as electives within the minor.

REQUIRED ENDORSEMENTS

 _____ 12, 20, 17
 Department Chair / School Director

_____ ____/____/____
 Campus Dean (for Regional Campuses proposals)

 _____ 12 20, 2017
 College Dean (or designee)

_____ ____/____/____
 Dean of Graduate Studies (for graduate proposals)

_____ ____/____/____
 Senior Vice President for Academic Affairs and Provost (or designee)

Proposal Summary **[Proposal to establish a Leadership Minor]**

Description of Action, Including Intended Effect

This is a proposal to establish a Leadership minor within the Management & Information Systems department in the College of Business Administration. The minor would contain 4 required courses and one elective.

Required courses

MIS 24163 Principles of Management
MIS 34165 Dynamics of leadership
***Choose 2 from the following*
MIS 34164 Organizational Mentorship
MIS 34280 Organizational Change Management
MIS 44009 Business Case for Sustainability

Elective courses (choose 1)

CACM 11001 Conflict Management
COM 25863 Business and Professional Communication
MIS 34175 Learning to Lead
MIS 44395 Special Topics in Management

The intended effect of the minor is to create a formalized pathway for students interested in becoming responsible leaders to acquire the necessary expertise in understanding principles of sustainability, how those apply to business decisions, and how to lead others with sustainable goals in mind.

Impact on Other Programs, Course Offerings, Students, Faculty, Staff (e.g., duplication issues)

There is no impact on other programs, course offerings, faculty, or staff. The minor is composed of existing classes. Impact on students is the opportunity to gain expertise in responsible leadership.

Fiscal, Enrollment, Facilities and Staffing Considerations

Because these are existing courses, there is no impact on fiscal considerations, enrollment, facilities, or staffing.

Evidence of Need and Sustainability if Establishing

Responsible leadership involves making sustainable business decisions that consider the interests of all stakeholders including employees, clients, suppliers, customers, stakeholders, society, the environment, and future generations. Addressing these varied and often conflicting concerns requires skill.

The purpose of this minor is to provide students skills in understanding the business environment as a system of interrelated and interdependent parts, how to analyze the system to identify opportunities and challenges for addressing stakeholder concerns, and skills for influencing others to work toward sustainable practices.

Provisions for Phase-Out if Inactivating

NA

Timetable and Actions Required: *a chronology of actions required to approve the proposal with an anticipated implementation date for each action*

Fall 2017: Approval from M&IS faculty advisory council

Fall 2017: Approval from COBA undergraduate curriculum committee

January 2018: EPC

January 2018: Faculty Senate

Fall 2018: Effective date

Leadership Minor

College of Business Administration

Department of Management and Information Systems

A430 Business Administration Building

Kent Campus

330-672-1140

mis@kent.edu www.kent.edu/business/mis

Description

Responsible leadership involves making sustainable business decisions that consider the interests of all stakeholders including employees, clients, suppliers, customers, stakeholders, society, the environment, and future generations. Addressing these varied and often conflicting concerns requires skill.

The purpose of this minor is to provide students skills in understanding the business environment as a system of interrelated and interdependent parts, how to analyze the system to identify opportunities and challenges for addressing stakeholder concerns, and skills for influencing others to work toward sustainable practices.

Fully Offered at:

Kent Campus

Admission Requirements

Admission to a minor is open to students enrolled in a bachelor's degree, the A.A.B. or A.A.S. degree or the A.T.S. degree (not Individualized Program major). Students enrolled A.A. or A.S. degree or the A.T.S. degree in Individualized Program may not declare a minor. Students may not pursue a minor and a major in the same discipline.

Minimum 2.5000 overall GPA; or if new freshman, no established GPA is required

Minor Requirements

Required courses

MIS 24163 Principles of Management	3
MIS 34165 Dynamics of leadership	3

***Choose 2 from the following* 6

MIS 34164 Organizational Mentorship

MIS 34280 Organizational Change Management

MIS 44009 Business Case for Sustainability

Elective courses (choose 1) 3

CACM 11001 Conflict Management

COMM 25863 Business and Professional Communication

MIS 34175 Learning to Lead

MIS 44395 Special Topics in Management

Minimum Total Credit Hours: 15

Graduation Requirements

Minimum Minor GPA

2.500

To earn a College of Business Administration minor, students must complete at least 50 percent of the total required credit hours for the minor at Kent State University, at least 6 credit hours in the minor must be at the upper division (30000 and 40000 level), and at least 6 credit hours in the minor must be different from courses in the student's major and minor(s). Students may not pursue a minor and major in the same discipline.

In computing the minor GPA, all attempts of 30000 and 40000 level courses in the minor are included in the calculation.

Sinclair, Elizabeth

Subject: FW: COM 25863

From: Graham, Elizabeth
Sent: Wednesday, November 29, 2017 1:44:20 PM
To: HOGUE, MARY
Cc: Goodall, Catherine; Bacue, Aaron
Subject: Re: COM 25863

Dear Mary,

Yes, please do include our Business and Professional Communication course (25863) in your new minor. Thank you for including us and letting me know.

Good luck,

Beth

Elizabeth Graham, Ph.D.
Professor & Director
School of Communication Studies
201 Taylor Hall
Kent State University
Kent, OH 44242
Office: 330 672-2659
Cell: 740-707-9703
www.kent.edu/comm



School of Communication Studies | Kent
State University

www.kent.edu

The top-ranked School of Communication Studies at Kent State University in Ohio offers communication degrees in applied, global, health, interpersonal, organization and public communication.

From: "HOGUE, MARY" <mhogue@kent.edu>
Date: Wednesday, November 29, 2017 at 12:09 PM
To: "Graham, Elizabeth" <egraha18@kent.edu>
Cc: "ROLLYSON, MATTHEW" <mrollyso@kent.edu>
Subject: COM 25863

Hello, Dr. Graham

My colleagues and I are developing a Responsible Leadership Minor in the College of Business Administration. We would like to include your course, COM 25863 Business and Professional Communication, as an elective within the minor.

May we have your permission to do so?

Thank you and kind regards,
Mary

Mary Hogue, Ph.D.
Kent State University
Department of Management & Information Systems

Sinclair, Elizabeth

Subject: FW: CACM 11001

From: Coy, Patrick G.
Sent: Wednesday, November 29, 2017 2:26:34 PM
To: HOGUE, MARY
Subject: RE: CACM 11001

Dear Dr. Hogue,

Thank for this welcome news. Yes, of course, that would be fine on our end. Insofar as the set curriculum in that Kent Core course is to help students identify their own and recognize other "conflict styles," learn communication skills like active listening and constructive assertions, learn how to negotiate using a principled approach, and learn how to apply all of those skill sets in informal mediations, it would be ideal for your students in the Responsible Leadership program.

If you need anything else from like us please do let me know.

Kind regards,
Pat

Patrick G. Coy
Professor, and Interim Director
School of Peace and Conflict Studies
Kent State University
<https://www.kent.edu/spcs/patrick-g-coy>



Patrick G. Coy | Kent State University

www.kent.edu

Active in the field of peace and conflict studies since the early 1980s, Patrick Coy has been the editor of the peer-reviewed research series, *Research in Social ...*

Editor, *Research in Social Movements, Conflicts and Change*
<http://www.emeraldgroupublishing.com/products/books/series.htm?id=0163-786X>

From: HOGUE, MARY
Sent: Wednesday, November 29, 2017 12:15 PM
To: Coy, Patrick G. <pcoy@kent.edu>
Cc: HALEY, MARY ANN <mhaley@kent.edu>
Subject: CACM 11001

Dear Dr. Coy

My colleagues and I are developing a Responsible Leadership Minor in the College of Business Administration intended to provide students an understanding of leadership with an emphasis on corporate responsibility (social, economic, etc.). We would like to include your class, CACM 11001, as an elective within the minor. May we have your permission to do so?

Thank you and kind regards,
Mary

Mary Hogue, Ph.D.
Kent State University
Department of Management & Information Systems