

DATE: February 8, 2016, Revised August 28, 2016

TO: Dr. Soo-Yeun Lee, Assistant Dean, ACES Academic Programs

FROM: Tara Earls-Larrison, Chair, Faculty Advisory Committee, Minor in Leadership Studies
Lisa Burgoon, Director, Minor in Leadership Studies

RE: Proposed Changes to Required and Elective Coursework in the Minor in Leadership Studies

The Faculty Advisory Committee of the Leadership Studies Minor requests an addendum to the list of required and elective courses offered in the Minor as originally approved in May 2011 and updated in May 2014. We request a change to one of the required courses as well as the addition of four courses and the deletion of one course to the list of elective courses. Justifications for these changes are outlined below.

We request these changes to be in effect by the spring 2017 academic term.

Requested Changes to the Leadership Minor's Elective Course List

Students taking the minor choose two elective courses (5-6 hours) from a list of 24 pre-approved courses. A subcommittee of the Faculty Advisory Committee periodically reviews these courses to ensure that each course continues to meet the requirement for inclusion as an elective for the Minor and to examine additional courses to determine if they also meet these requirements and should be added as possible elective courses. The findings of this subcommittee are then brought to the full Faculty Advisory Committee who make the final recommendations regarding changes to the list of elective courses. The following requests have resulted from this review process:

The Faculty Advisory Committee requests to *add* the following courses to the elective course list:

- IHLT 230: Leadership and Health
- ACE 231: Food and Agribusiness Management
- ACE 291: Agricultural Policy and Leadership
- PSYC 455: Organizational Psychology

The Faculty Advisory Committee requests that the following course be deleted from the list of elective courses:

- FAA 391: Action Research Seminar

Justifications for Additions to the Minor in Leadership Studies Elective Course List:

Rationale for additions to the elective course list:

- IHLT 230: Leadership and Health (3 hours)-Applies the five exemplary practices of leadership research and framework in multiple healthcare settings. Open to all students and meets an elective for students in the Interdisciplinary Health major.
- ACE 231: Food and Agribusiness Management (3 hours)-Focuses on management principles and how high level leadership can make organizations better. Meets an elective requirement for students in ACE. Seats for non-ACE students in the Leadership Studies Minor are also available.
- ACE 291: Agricultural Policy and Leadership (3 hours)-Unique opportunity to study U.S. and state agricultural leadership and policy including a spring break trip to Washington D.C. Interdisciplinary enrollment process making it available to all undergraduate students.
- PSYC 455: Organizational Psychology (3 hours) - This course is currently a required course in the minor. It provides in-depth coverage of organizational psychology much of which is leadership focused. This course meets an upper level elective for Psychology students and is also open to students in the Leadership Studies Minor.

Rationale for a deletion to the elective course list:

- FAA 391: Action Research Seminar (3 hours)-This course has not been offered for at least two years and there is no plan to offer it in the future on our campus.

Justification for Replacing PSYC 455 with PSYC 245 as a Required Course.

The Faculty Advisory Committee has reviewed the appropriateness of both of these courses over the past four years and recommends that PSYC 245 become the required course in the Minor and for PSYC 455 to be offered as an elective in the Minor. This change reflects a better articulation and sequence with the three other required courses in the Leadership Studies Minor and will allow more flexibility in scheduling for all students. PSYC 455 (3 hours) provides in-depth coverage of Organizational Psychology themes such as leadership, motivation, team/group dynamics, job satisfaction, turnover, and organizational climates. However, PSYC 455 does not include coverage of some topics that are relevant to students of leadership studies, such as hiring assessments and decisions, employee performance management, and training/development. These topics are covered in PSYC 245.

PSYC 245 (3 hours) covers not only similar organizational psychology themes as PSYC 455 but also describes critical foundational leadership content in industrial psychology topics that are important for understanding how and why organizations may have issues with turnover, team dynamics, or motivation. These topics combined with the organizational psychology content also covered in 245 align well with the sequence of the three other required courses in the Leadership Studies Minor.

Students graduating with the Minor in Leadership Studies in the past four years were surveyed and the most consistent feedback from the surveys was that they were

unprepared to take PSYC 455 and did not find significant portions of the course relevant to their leadership learning. AGED 260 was approved as a substitute pre-requisite for PSYC 455 for Minor students. After four years, multiple senior surveys, several discussions with the faculty who teach the required courses and the Faculty Advisory Committee to the minor, it became clear that AGED 260 is not an adequate pre-requisite and PSYC 455 is not an ideal required course in this minor. AGED 260 is an adequate pre-requisite for PSYC 245.

In addition to PSYC 245 being a better fit for the required courses in the minor, it is offered both fall and spring semesters whereas PSYC 455 is offered only spring semester each year. This will help students progress toward completing the minor and avoid some of the attrition we have seen.

We request approval to change from PSYC 455 to PSYC 245 as a required course in the Minor in Leadership Studies.

The Department of Psychology is in support of this change, as indicated in the attachment to this memorandum.

A revised Program of Study is also attached.

We appreciate your consideration of this addendum.

LEADERSHIP STUDIES MINOR

<http://leadership.illinois.edu/minor-leadership-studies/overview>

The Minor in Leadership Studies provides instruction in leadership theories and their applications and is open to all undergraduate students who have a minimum 2.0 GPA. The minor requires a total of seventeen or eighteen semester hours: nine hours of required foundational courses, five to six hours of elective context courses, and three hours in a capstone course.

Current Requirements

| | | |
|--|--------------------------------|-----|
| AGED 260 | Intro to Leadership Studies | 3 |
| AGED 380 | Leadership in Groups and Teams | 3 |
| PSYC 455 | Organizational Psych | 2-4 |
| Electives from a list of leadership context courses ¹ | | 5-6 |
| AGED 480 | Collaborative Leadership | 3 |

¹ For more information about this minor and to view the elective course list visit www.leadership.illinois.edu/minor-leadership-studies/overview

Two (2) electives from the pre-approved list below:

ACES 298DMR: Leadership Study Abroad in Rome (2 hrs)
 AGCM 430: Communication in Env Social Movements (3 hrs)
 AGED 230: Leadership Communications (3 hrs)
 AGED 340: Leadership Ethics and Pluralism (3 hrs)
 AGED 360: Advanced Leadership Studies (3 hrs)
 AHS 365: Civic Engagement in Wellness (3 hrs)
 ANSC 471: Leadership and Entrepreneurial Skills (3 hrs)
 BADM 310: Management and Organizational Behavior (3 hrs)
 BADM 311: Individual Behavior in Organizations (3 hrs)
 BADM 395N: Negotiations (3 hrs)

Proposed Requirements

| | | |
|--|--------------------------------|-----|
| AGED 260 | Intro to Leadership Studies | 3 |
| AGED 380 | Leadership in Groups and Teams | 3 |
| PSYC 245 | Industrial Org Psych | 3 |
| Electives from a list of leadership context courses ¹ | | 5-6 |
| AGED 480 | Collaborative Leadership | 3 |

¹ For more information about this minor and to view the elective course list visit www.leadership.illinois.edu/minor-leadership-studies/overview

Two (2) electives from the pre-approved list below:

ACE 231: Food and Agribusiness Mgt (3 hrs)
 ACE 291: Ag Policy & Leadership (3 hrs)

ACES 298DMR: Leadership Study Abroad in Rome (2 hrs)
 AGCM 430: Communication in Env Social Movements (3 hrs)
 AGED 230: Leadership Communications (3 hrs)
 AGED 340: Leadership Ethics and Pluralism (3 hrs)
 AGED 360: Advanced Leadership Studies (3 hrs)
 AHS 365: Civic Engagement in Wellness (3 hrs)
 ANSC 471: Leadership and Entrepreneurial Skills (3 hrs)
 BADM 310: Management and Organizational Behavior (3 hrs)
 BADM 311: Individual Behavior in Organizations (3 hrs)
 BADM 395N: Negotiations (3 hrs)

CMN 321: Strategies of Persuasion (3 hrs)
ENG 315: Learning in Community (3 hrs)
ENG 598: Applied Project Management (3 hrs)
FAA 391: Action Research Seminar (3 hrs)
GE 361: Emotional Intelligence Skills (3 hrs)
GE 462: Leading Sustainable Change (3 hrs)

JOUR 250: Journalism Ethics and Diversity (3 hrs)
KIN 369: Coaching Strategies (3 hrs)
PHIL 436: Philosophy of Law and the State (3 hrs)
PS 304: The US Presidency (3 hrs)
PS 453: Ethics, Leadership, and Democracy (3 hrs)
PSYC 245: Industrial & Org. Psychology (3 hrs)

RST 200: Leadership in Leisure Services (2 hrs)
SOCW 321: Social Entrepreneurship and Social Change (3 hrs)

CMN 321: Strategies of Persuasion (3 hrs)
ENG 315: Learning in Community (3 hrs)
ENG 598: Applied Project Management (3 hrs)

GE 361: Emotional Intelligence Skills (3 hrs)
GE 462: Leading Sustainable Change (3 hrs)

IHLT 230: Leadership and Health (3 hrs)

JOUR 250: Journalism Ethics and Diversity (3 hrs)
KIN 369: Coaching Strategies (3 hrs)
PHIL 436: Philosophy of Law and the State (3 hrs)
PS 304: The US Presidency (3 hrs)
PS 453: Ethics, Leadership, and Democracy (3 hrs)

PSYC 455: Organizational Psychology (2-4 hrs)

RST 200: Leadership in Leisure Services (2 hrs)
SOCW 321: Social Entrepreneurship and Social Change (3 hrs)

Attachment-Department of Psychology Support

From: Wickesberg, Robert E

Sent: Wednesday, January 13, 2016 1:11 PM

To: Kramer, Laurie F

Subject: Revision of Leadership Minor

Dear Laurie,

The Psychology Department supports the proposed change making PSYC 245 the required course in the Leadership Minor in place of PSYC 455. We will increase the capacity of PSYC 245 to accommodate the additional students. We also support PSYC 455 becoming an elective in the Leadership Minor.

Best,

Bob

Associate Head for Undergraduate Studies

Department of Psychology

Attachment-Department of Psychology Support

From: Wickesberg, Robert E

Sent: Wednesday, January 13, 2016 1:11 PM

To: Kramer, Laurie F

Subject: Revision of Leadership Minor

Dear Laurie,

The Psychology Department supports the proposed change making PSYC 245 the required course in the Leadership Minor in place of PSYC 455. We will increase the capacity of PSYC 245 to accommodate the additional students. We also support PSYC 455 becoming an elective in the Leadership Minor.

Best,

Bob

Associate Head for Undergraduate Studies

Department of Psychology

Burgoon, Lisa Ann

From: Ellinger, Paul N
Sent: Tuesday, March 08, 2016 1:58 PM
To: Kramer, Laurie F
Cc: Burgoon, Lisa Ann; Stites, Alonda Anne; Finnegan, Ann Butler; Ando, Amy W
Subject: RE: Request for Letter of support for ACE 231 in Leadership Minor

Laurie, Given that you have already talked to Paul and Ann, you have support from ACE on these initiatives.
Best,
Paul

Paul N. Ellinger, PhD
Professor and Head, Department of ACE
University of Illinois
Phone: 217-233-5507 Fax: 217-233-2312
ellinger@illinois.edu
<http://www.ace.illinois.edu>

From: Kramer, Laurie F
Sent: Tuesday, March 8, 2016 1:17 PM
To: Ellinger, Paul N <pellinge@illinois.edu>
Cc: Burgoon, Lisa Ann <burgoon@illinois.edu>; Stites, Alonda Anne <astites@illinois.edu>
Subject: Request for Letter of support for ACE 231 in Leadership Minor

Dear Paul,

This letter is to request your support for a proposal we are preparing for the Senate Educational Policy Committee to revise and update the required and elective coursework in the campuswide Minor in Leadership Studies. This proposal includes the request to include both ACE 231: Food and Agribusiness Management (3 hours) and ACE 291 Agricultural Policy and Leadership as elective courses in the Minor.

This request comes as a result of conversations Lisa Burgoon, the Director of the Minor in Leadership Studies, had with Ann Finnegan and other ACE academic advisors about better serving ACE majors who wish to complete the Leadership Studies Minor by offering appropriate ACE courses as elective coursework. This would enable them to learn how the study of leadership relates to the ACE major. Currently, there are 26 ACE students actively pursuing the Leadership Studies Minor.

Although we expect that these two courses will continue to serve primarily ACE majors, by becoming an approved elective course, you may attract some non-majors into these courses, if your enrollment capacity permits.

Lisa has worked with the course instructors, including Paul Stoddard, to have the course syllabi vetted by the Faculty Advisory Committee for the Minor. As a result of that process, they have been designated as appropriate elective courses for the Minor. We now seek approval from the Senate Ed Pol Committee and would appreciate a brief note of support from you to include in our proposal.

A simply reply to this email of your support would be most appreciated.

Please let me know if you have any questions or would like to discuss this.

Many thanks,

Laurie

Laurie Kramer
Associate Dean and Professor
Office of Academic Programs
College of Agricultural, Consumer and Environmental Sciences
University of Illinois
125 Mumford Hall, MC 710
1301 W. Gregory
Urbana, IL 61801
Phone: (217) 333-3380
Fax: (217) 333-2027
lfkramer@illinois.edu
<http://aces.illinois.edu/Academics>

Burgoon, Lisa Ann

From: Stewart, William P
Sent: Saturday, March 05, 2016 8:12 AM
To: Burgoon, Lisa Ann; Bobitt, Julie L
Subject: RE: IHLT 230 Leadership in Health (help)

Dear Lisa,

The i-Health program is excited that IHLT 230 "leadership in health" will be part of the Leadership Studies Minor. We will welcome students who are in this minor, and if need be, work with the Leadership Program to ensure seats are secured for their students. In addition, IHLT 230 will be offered at least once per year.

If you have further questions or need additional support, please let me know.

Bill

From: Burgoon, Lisa Ann
Sent: Friday, March 04, 2016 3:12 PM
To: Bobitt, Julie L <jbobbitt@illinois.edu>
Cc: Stewart, William P <wstewart@illinois.edu>
Subject: RE: IHLT 230 Leadership in Health (help)

Fabulous, thank you Julie. Dr. Stewart, I appreciate the help on this!
Lisa

Lisa Burgoon, MS, EdM
Director, Minor in Leadership Studies
College of Agricultural, Consumer and Environmental Sciences
290 Illini Union, MC-384
1401 West Green St, Urbana IL 61801
217.244.3801

From: Bobitt, Julie L
Sent: Friday, March 04, 2016 2:51 PM
To: Burgoon, Lisa Ann
Cc: Stewart, William P
Subject: RE: IHLT 230 Leadership in Health (help)

Hello Lisa –

Not a problem at all. I have copied Dr. Stewart on this email. Because the class is offered by our department, I believe he is the correct person to respond with a letter of support. I am happy to report this class went very well and resulted in fantastic reviews from the students. I hope your semester is going well and look forward to working together in the future.

Best regards –
Julie

Julie Bobitt, PhD
Program Coordinator and Instructor
Interdisciplinary Health Sciences
University of Illinois at Urbana Champaign
1206 S. Fourth Street
228 Huff Hall, MC-586
Champaign, IL 61820
217-333-6657
Jbobitt@illinois.edu

From: Burgoon, Lisa Ann
Sent: Friday, March 04, 2016 2:44 PM
To: Bobitt, Julie L <Jbobitt@illinois.edu>
Subject: IHLT 230 Leadership in Health (help)

Hi Julie,

We have run into a little snag with ILTH 230 Leadership in Health. It will be easy to fix. We need a letter of support from AHS that simply states the College—or department- supports offering this course as an elective in the Leadership Studies Minor.

Could you ask Dr. Gower or someone else appropriate to write a quick letter or an email that states the Department or College approves this course to be included as an elective for this minor?
Other Departments have simply sent an email with this information to me.

We did not have to do this before, or I would have asked back in October! We are still hopeful approval will come this spring. If not, we will still do minor modification forms for anyone in the course fall 2016 to have the course count for the minor.

Thanks in advance if you can help me with this. If not, please let me know who can!

I hope the Fellowship is going well.

Lisa

Lisa Burgoon, MS, EdM
Director, Minor in Leadership Studies
College of Agricultural, Consumer and Environmental Sciences
290 Illini Union, MC-384
1401 West Green St, Urbana IL 61801
217.244.3801

Burgoon, Lisa Ann

From: Gardner, Zelda Naomi
Sent: Wednesday, March 09, 2016 3:56 PM
To: Novak, Alice E; Burgoon, Lisa Ann
Subject: RE: FAA 391 & Leadership Minor

Hello Lisa,

I discussed this with our Associate Dean, Linda Robbennolt, who works directly with courses and curriculum for the college. This course is also one of our James Scholar Public Engagement options. We do not have a problem with you removing FAA 391 from the list of electives in the Minor in Leadership Studies.

Zelda

Zelda Gardner
Assistant Dean for Undergraduate Academic Affairs
College of Fine + Applied Arts
217.333.9198 | zgardner@illinois.edu

From: Novak, Alice E
Sent: Wednesday, March 9, 2016 3:05 PM
To: Burgoon, Lisa Ann <burgoon@illinois.edu>; Gardner, Zelda Naomi <zgardner@illinois.edu>
Subject: RE: FAA 391 & Leadership Minor

Hi, Lisa,

I'm going to leave this up to Zelda, since she is with the College.

Best,
Alice

From: Burgoon, Lisa Ann
Sent: Wednesday, March 09, 2016 1:39 PM
To: Novak, Alice E <novak2@illinois.edu>; Gardner, Zelda Naomi <zgardner@illinois.edu>
Subject: FAA 391 & Leadership Minor

Dear Alice and Zelda,

Alice, we spoke last fall about dropping FAA 391 Action Research Seminar from the list of pre-approved electives in the Minor in Leadership Studies. As a member of the Faculty Committee to the Minor you expressed that FAA 391 is no longer being offered on our campus. The Faculty Committee approved removing this course from our electives list. As we move the proposal forward to the ACES Courses and Curricula Committee and then on to the Faculty Senate Education Policy committee, I wanted to formally ask if indeed you and FAA would like this course removed from this list. Zelda as the new Asst. Dean of Undergraduate Academic Affairs I wanted you to be aware of this proposed change as well.

Could either of you, or perhaps the Department Head of FAA, reply to this email and confirm that you agree (or if you disagree) with us removing FAA 391 from the list of electives in the Minor in Leadership Studies?

Thanks so much.

Lisa

Lisa Burgoon, MS, EdM

Director, Minor in Leadership Studies

College of Agricultural, Consumer and Environmental Sciences

290 Illini Union, MC-384

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UNIVERSITY OF ILLINOIS
AT URBANA - CHAMPAIGN

College of Agricultural, Consumer
and Environmental Sciences

Academic Programs
128 Mumford Hall, MC-710
1301 West Gregory Drive
Urbana, IL 61801



March 16, 2016

Kathy Martensen, Assistant Provost
Office of the Provost, Second Floor
Swanlund Administration Building
Campus MC-304

Dear Kathy:

I am writing to request campus-level approval for minor changes to the Minor in Leadership Studies, effective fall 2016. These minor changes are documented in the enclosed memorandum and email exchanges from Lisa Burgoon, Director of the Minor in Leadership Studies. The proposal was reviewed and approved by the College of ACES Courses and Curricula Committee at its February meeting.

Thank you for your consideration of this request. I look forward to your reply.

Sincerely,

A handwritten signature in cursive script that reads 'Laurie Kramer'.

Laurie Kramer
Professor and Associate Dean
College of ACES

LFK/rhc

cc: ACES C&C Binder
L. A. Burgoon
M. L. Harmon
L. F. Kramer
S.-Y. Lee
M. K. Lowry