Randy,

The College of Food, Agricultural, and Environmental Sciences Committee on Academic Affairs has reviewed and approved the attached revision to the Leadership Studies Minor. Requirements for this minor are determined by the Leadership Studies Minor Advisory Committee and based on their recommendations, eleven additional courses have been added for students to choose from. In addition, general requirements were modified to conform to the proposed Guidelines for Undergraduate Minors which are under consideration.

Let me know if any additional information is needed in support of this proposed change.

Thank you.

Steve

Steven M. Neal, Ph.D.
Professor and Assistant Dean for Academic Affairs
College of Food, Agricultural, and Environmental Sciences
100E Agricultural Administration, 2120 Fyffe Rd. Columbus, OH 43210
Office: 614-292-1734
Fax: 614-292-1218
neal.2@osu.edu
November 19, 2013

Dr. Steve Neal
Assistant Dean
Room 100, Ag Adm Bldg
College of Food, Agricultural, and Environmental Sciences

Dear Dr. Neal:

The Leadership Studies Minor Advisory Committee met on Monday, May 6, 2013 and approved the following courses as options for students to select from [in the respective category listed in brackets] to complete requirements for the interdisciplinary, undergraduate Leadership Studies minor. The primary criteria used in making our decision about courses approved for inclusion in the Leadership Studies minor focused on the potential contribution to the student learning outcomes specified for the minor as determined from the: (a) course description, (b) course objectives, and (c) course topics listed on the course syllabus. In addition, we examined the prerequisites listed for each course in the OSU Course Bulletin in order to avoid including courses with ‘hidden’ prerequisites that might inadvertently prevent students from enrolling in the course to complete the minor.

BUSMHR 3100 - Foundations of Management and Human Resources (3)
[Team & Organizational Leadership category]
The study of human behavior in organizational settings.
Prereq: Math 1130 (130), Econ 2001.01 (200), and CSE 100, or equiv. Not open to students with credit for 400 or 701. Not open to students enrolled in the Fisher College of Business.

BUSMHR 4232 - Leading and Managing Change (3)
[Team & Organizational Leadership category]
The issues and challenges of successfully leading and managing organizational change. Design and implementation of change, with emphasis primarily on successful implementation.
Prereq: none

BUSMHR 4020 - Cross Cultural Management (3)
[Ethics & Diversity category]
Basic elements of culture and its impact upon business.
Prereq: 2291 (BusAdm 499.01), and 3000 or BusAdm 555. [Note: We discussed the possibility of adjusting the prerequisite to include enrollment in the Leadership Studies minor and Dr. Matt Rodgers indicating that he would visit with you about that issue.]
COMLDR 3535 - Toward Cultural Proficiency (3)
[Ethics & Diversity category]
Learner effectiveness in multicultural, multiracial learning environments. Strategies for obtaining insight into learners from varied cultures. Theory will connect practice through service-learning using cognitive, affective and psychomotor domains.
Prereq: Not open to students with credit for AEE 594. GE cultures and ideas and diversity soc div in the US course.

COMLDR 5430 - Professional Leadership Ethics (3)
[Ethics & Diversity category]
Discussion of public debates over the ethics and integrity of leadership from recent years. These debates and continued exposure of unethical behaviors by some leaders has spurred new examinations of how those who are responsible to the public.
Prereq: Not open to students with credit for AgrComm 600.

COMM 3325 - Introduction to Organizational Communication (3)
[Team & Organizational Leadership category]
Addresses prior and current approaches to the study of organizational communication.
Prereq: Not open to students with credit for 325.

COMM 3668 - Intercultural Communication (3)
[Ethics & Diversity category]
An examination of the role of intercultural communication in organizational contexts and the attendant effects on the creation and transmission of cultural consciousness, knowledge, tradition, and practices.
Prereq: Not open to students with credit for 368.

COMM 4635 - Small Group Communication (3)
Examination of selected topics in small group communication such as: communication in decision making, conflict management, effective small group practice, current small group communication concepts and research, use of communication technologies.
Prereq: Not open to students with credit for 635.

PSYCH 3375 - Stereotyping and Prejudice (3)
[Ethics & Diversity category]
Lectures address experimental research in stereotyping and prejudice; readings focus on historical, cultural, and sociological perspectives on issues related to gender, ethnicity, and social class.
Prereq: 1100 (100) or 1100H (100H). Not open to students with credit for 375. GE diversity soc div in the US course.

PSYCH 4522 - Organizational Psychology (3) [Note: ‘Conditionally Approved’, see below]
[Team & Organizational Leadership category]
Overview of theory, method, and practice of organizational psychology: motivation, job attitudes, leadership, groups, organizational design.
Prereq: 1100 (100) or 1100H (100H), and 2220 (220) or 2220H (220H). Not open to students with credit for 522.
SOCIOl 2391 - Social Organization of Communities (3)
[Community Leadership category]
Development of the modern community; approaches to the study of communities; significance of processes and value systems for community organization and disorganization.
Prereq: Not open to students with credit for 391.

I have also included a copy of the Leadership Studies minor advising sheet with the new courses inserted in the appropriate curriculum category – one with the additional courses highlighted and one without highlighted courses.

You will note that the statement at the beginning of the second paragraph on the LSM advising sheet as follows: “This interdisciplinary minor is open to and appropriate for students in majors outside the College of Arts and Sciences at The Ohio State University.” has been red-lined, based on the assumption that all undergraduate minors at OSU will be open to students in all colleges.

Please let me know if you have any questions.

Respectfully,

[Signature]

Robert J. Birkenholz
Professor
Coordinating Advisor, Leadership Studies Minor

cc: Leadership Studies Advisory Committee
Gary Straquadine

Enclosure: LSM minor advising sheet with course additions highlighted
LSM minor advising sheet without highlighted courses
Concurrence Forms
The interdisciplinary, undergraduate minor in Leadership Studies provides students with knowledge of leadership theories, principles, and concepts to better prepare for success in future professional roles. The minor is structured to include theories and principles of personal leadership, team and organizational leadership, community leadership, and ethics and diversity. Students must complete at least one course in each of the five categories.
This interdisciplinary minor is open to and appropriate for students in majors outside the College of Arts and Sciences at The Ohio State University. The Leadership Studies minor requires of a minimum of 15 credit hours (of which a minimum of 6 hours must be in courses numbered at the 3000 level or above) from the following list.

### Personal Leadership Foundations (choose one):

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSMHR 2210</td>
<td>Personal Leadership and Team Effectiveness</td>
<td>3</td>
</tr>
<tr>
<td>COMLDR 3530</td>
<td>Foundations of Personal and Professional Leadership</td>
<td>3</td>
</tr>
<tr>
<td>ESHEA 2572</td>
<td>Introduction to Leadership Development in Learning Organizations</td>
<td>3</td>
</tr>
</tbody>
</table>

### Team and Organizational Leadership (choose one):

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AEDCON 3160</td>
<td>Human Resources Management in Small Businesses</td>
<td>2</td>
</tr>
<tr>
<td>BUSMHR 3100</td>
<td>Foundations of Management and Human Resources</td>
<td>3</td>
</tr>
<tr>
<td>BUSMHR 4221</td>
<td>Concepts and Competencies for Managing People</td>
<td>3</td>
</tr>
<tr>
<td>BUSMHR 4232</td>
<td>Leading and Managing Change</td>
<td>3</td>
</tr>
<tr>
<td>COMLDR 4430</td>
<td>Leadership in Teams and Community Organizations</td>
<td>3</td>
</tr>
<tr>
<td>COMM 3325</td>
<td>Introduction to Organizational Communication</td>
<td>3</td>
</tr>
<tr>
<td>COMM 4635</td>
<td>Small Group Communication</td>
<td>3</td>
</tr>
<tr>
<td>KNSISM 4245</td>
<td>Leadership and Programming in Sports Industry</td>
<td>3</td>
</tr>
<tr>
<td>ESHEA 2570</td>
<td>Team and Organizational Leadership</td>
<td>3</td>
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<tr>
<td>ESHEA 2575</td>
<td>Student Organization Leadership Training</td>
<td>3</td>
</tr>
<tr>
<td>ENGR 5680</td>
<td>Leading in Engineering Organizations</td>
<td>1.5</td>
</tr>
<tr>
<td>MILSCI 2001</td>
<td>Individual Leadership</td>
<td>2</td>
</tr>
<tr>
<td>MILSCI 2002</td>
<td>Individual Leadership</td>
<td>2</td>
</tr>
<tr>
<td>PSYCH 4522</td>
<td>Organizational Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PUB AF 2130</td>
<td>Leadership in the Public and Nonprofit Sectors</td>
<td>3</td>
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### Community Leadership (choose one):

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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>ESHEA 2571</td>
<td>Leadership in Community Service</td>
<td>3</td>
</tr>
<tr>
<td>POLITSC 3912</td>
<td>Political Leadership</td>
<td>3</td>
</tr>
<tr>
<td>PUB AF 2120</td>
<td>Public Service and Civic Engagement</td>
<td>3</td>
</tr>
<tr>
<td>RURLSOC 4500</td>
<td>Leadership in Community Development</td>
<td>3</td>
</tr>
<tr>
<td>SOCIO 2391</td>
<td>Social Organization of Communities</td>
<td>3</td>
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### Ethics and Diversity (choose one):

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<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>BUSMHR 2211</td>
<td>Leadership and Character</td>
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<td>BUSMHR 4020</td>
<td>Cross Cultural Management</td>
<td>3</td>
</tr>
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<td>Toward Cultural Proficiency</td>
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<td>COMLDR 5430</td>
<td>Professional Leadership Ethics</td>
<td>3</td>
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<tr>
<td>COMM 3668</td>
<td>Intercultural Communication</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3346</td>
<td>Ethics and Social Responsibility in Economic Life</td>
<td>3</td>
</tr>
<tr>
<td>ESHEA 2577</td>
<td>Leadership and Inter-Group Dialogue</td>
<td>3</td>
</tr>
<tr>
<td>ESHEA 3573</td>
<td>Theories of Leadership in Learning Organizations</td>
<td>3</td>
</tr>
<tr>
<td>PHILOS 3300</td>
<td>Moral Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>PSYCH 3375</td>
<td>Stereotyping and Prejudice</td>
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### Capstone (choose one):

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<th>Course Code</th>
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<td>Major dept.</td>
<td>Context-based leadership capstone</td>
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</tr>
<tr>
<td>COMLDR 4480</td>
<td>Leadership Capstone</td>
<td>3-4</td>
</tr>
</tbody>
</table>

### Restrictions and General Information

1. The Leadership Studies minor is not available to students majoring in Agriscience Education or Community Leadership.
2. The minimum overall GPA in courses comprising the minor shall be 2.0. A minimum grade of "C-" is required in each course comprising the minor.
3. The minor should be declared before the student accumulates 60 hours to provide time to complete all requirements.
4. A maximum of one course may overlap between the minor and the GE (Writing and Communication, Foreign Language, Literature, Visual and Performing Arts, Culture and Ideas, Historical Study, Quantitative Reasoning, Data Analysis, Natural Science, Social Science, Cross-Disciplinary Seminar, Service-Learning, Education Abroad).
5. Courses taken on a pass/non-pass basis may not be applied to the minor.
6. At least 6 hours of courses comprising the minor must be numbered at the 3000 level or above.
Leadership Studies Minor
Food, Agricultural, and Environmental Sciences
Effective Autumn 2013
05/08/13

Dr. Robert J. Birkenholz, Coordinator
202 Ag. Administration Building
2120 Fyffe Road
614-292-8921
Birkenholz.1@osu.edu

The interdisciplinary, undergraduate minor in Leadership Studies provides students with knowledge of leadership theories, principles, and concepts to better prepare for success in future professional roles. The minor is structured to include theories and principles of personal leadership, team and organizational leadership, community leadership, and ethics and diversity. Students must complete at least one course in each of the five categories.

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<td>PSYCH 4522 Organizational Psychology</td>
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<td>RURLS 4500 Leadership and Community Development</td>
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<td>SOCIOL 2391 Social Organization of Communities</td>
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<tbody>
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<tr>
<td>PHILOS 3000 Moral Philosophy</td>
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<td>PSYCH 3375 Stereotyping and Prejudice</td>
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4. A maximum of one course may overlap between the minor and the GE (Writing and Communication, Foreign Language, Literature, Visual and Performing Arts, Culture and Ideas, Historical Study, Quantitative Reasoning, Data Analysis, Natural Science, Social Science, Cross-Disciplinary Seminar, Service-Learning, Education Abroad).
5. Courses taken on a pass/fail basis may not be applied to the minor.
6. At least 6 hours of courses comprising the minor must be numbered at the 3000 level or above.
Leadership Minor Course Concurrence

Concurring Unit: Department of Management and Human Resources

A. Initiating Unit Information

Initiating Unit: College of Food, Agricultural, and Environmental Sciences
Department of Agricultural Communication, Education, and Leadership

Date: May 6, 2013

Type of Request: Approval to include the following course(s) in the Leadership Studies minor:
BUSBMR 3100 - Foundations of Management and Human Resources (3)
BUSBMR 4232 - Leading and Managing Change (3)
BUSBMR 4020 - Cross Cultural Management (3)

Date Response Needed: May 15, 2013

B. Information From Academic Unit Reviewing the Request

Academic Unit: Department of Management and Human Resources

Unit approves the above courses for inclusion in the Leadership Studies minor: \(\checkmark\) Yes \(\_\) No

Please Explain:

Academic Unit Suggestions:

Academic Unit signatory: [Signature]

Date: [Signature]

Please Return to: Robert J. Birkenholz
202 Ag. Adm. Bldg 2120 Fyffe Road or to: Birkenholz.1@osu.edu
Leadership Minor Course Concurrence

Concurring Unit: Department of Agricultural Communication, Education, and Leadership

A. Initiating Unit Information

Initiating Unit: College of Food, Agricultural, and Environmental Sciences
Department of Agricultural Communication, Education, and Leadership

Date: May 6, 2013

Type of Request: Approval to include the following course(s) in the Leadership Studies minor:
COMLDR 3535 – Toward Cultural Proficiency (3)
COMLDR 5430 – Professional Leadership Ethics (3)

Date Response Needed: May 15, 2013

B. Information From Academic Unit Reviewing the Request

Academic Unit: Department of Agricultural Communication, Education, and Leadership

Unit approves the above courses for inclusion in the Leadership Studies minor: Yes No

Please Explain:

Pleased to be able to contribute to the minor.

Academic Unit Suggestions:

Academic Unit signatory: [Signature]

Date: May 6, 2013

Please Return to: Robert J. Birkenholz
202 Ag. Adm. Bldg
2120 Fyffe Road
or to: birkenholz.1@osu.edu
Leadership Minor Course Concurrence

Concurring Unit: School of Communication

A. Initiating Unit Information

Initiating Unit: College of Food, Agricultural, and Environmental Sciences
Department of Agricultural Communication, Education, and Leadership

Date: May 6, 2013

Type of Request: Approval to include the following course(s) in the Leadership Studies minor:
COMM 3325 - Introduction to Organizational Communication (3)
COMM 3668 - Intercultural Communication (3)
COMM 4635 - Small Group Communication (3)

Date Response Needed: May 15, 2013

B. Information From Academic Unit Reviewing the Request

Academic Unit: School of Communication

Unit approves the above courses for inclusion in the Leadership Studies minor: X Yes ___ No

Please Explain:

Academic Unit Suggestions:

Academic Unit signatory: [Signature]

Date: [Date]

Please Return to: Robert J. Birkenholz
202 Ag. Adm. Bldg or to: Birkenholz.1@osu.edu
2120 Fyffe Road
I concur.
Richard Petty

On 9/24/2013 3:05 PM, Birkenholz, Robert wrote:

Second Request:

===============

May 8, 2013

Dear Dr. Petty:

The Leadership Studies Minor Advisory Committee met on Monday, May 6, 2013 and approved the following courses as potential options for students to select from, in order to complete curriculum requirements for the interdisciplinary, undergraduate Leadership Studies minor. The primary criteria used in making our decision about courses approved for inclusion in the Leadership Studies minor focused on the potential contribution to the student learning outcomes specified for the minor as determined from the: (a) course description, (b) course objectives, and (c) course topics listed on the course syllabus. In addition, we examined the prerequisites listed for each course in the OSU Course Bulletin in order to avoid including courses with 'hidden' prerequisites that might inadvertently prevent students from enrolling in the course to complete the minor.

We approved the following courses from your department and request concurrence for adding the course to the Leadership Studies minor:

===============

**PSYCH 3375 - Stereotyping and Prejudice** (3)

[Ethics & Diversity category]

Lectures address experimental research in stereotyping and prejudice; readings focus on historical, cultural, and sociological perspectives on issues related to gender, ethnicity, and social class.

Prereq: 1100 (100) or 1100H (100H). Not open to students with credit for 375. GE diversity soc div in the US course.

===============

**PSYCH 4522 - Organizational Psychology** (3) [Note: 'Conditionally Approved', see below]

[Team & Organizational Leadership category]

Overview of theory, method, and practice of organizational psychology: motivation, job
attitudes, leadership, groups, organizational design.

Prereq: 1100 (100) or 1100H (100H), and 2220 (220) or 2220H (220H). Not open to students with credit for 522.

The Leadership Studies Advisory Committee expressed some concern about the data analysis prerequisite listed for the course. Therefore, final approval for the PSYCH 4522 course to be included in the minor was contingent upon allowing alternate data analysis courses to substitute for the PSYCH 2220/2220H prerequisite for the course. If you are unwilling to change the prerequisite (which is certainly your prerogative), the Advisory Committee suggested that it would not be prudent to include a course in the minor that required additional prerequisite courses. (Note: I would be glad to visit with you about the Committee’s rationale for its decision.)

If you choose not to change the listed prerequisite, I anticipate that students in your department would still be able to “petition” the course to fulfill the requirement for Team & Organizational Leadership curriculum category as part of the Leadership Studies minor.

If you do agree to change the prerequisite and complete the process of adding the aforementioned course to the Leadership Studies minor, please sign and date the attached Course Concurrence form to acknowledge your approval. I would appreciate receiving the completed form by May 15th.

To complete the process of adding the aforementioned courses to the Leadership Studies minor, please sign and date the attached Course Concurrence form to acknowledge your approval. I would appreciate receiving the completed form by May 15th.

Our committee also reviewed three other Psychology courses that were not approved for inclusion in the Leadership Studies minor. If you would like to meet and discuss the basis for the committee’s decision for each of those courses, I would be happy to meet with you in person to discuss the rationale for our decision.

Please let me know if you have any questions.

Respectfully,

Robert J. Birkenholz

Professor

Coordinating Advisor, Leadership Studies Minor

cc: Dr. Steve Fink
Dr. Jill Pfister

Enclosure: Concurrence Form
Respectfully,

B²

Robert J. Birkenholz
Achiever ◇ Analytical ◇ Relator ◇ Learner ◇ Developer
Professor of Agricultural and Extension Education
Dept. of Agricultural Communication, Education, and Leadership
Coordinating Advisor, Leadership Studies Minor
The Ohio State University
202 Agricultural Administration Building
2120 Fyffe Road
Columbus, OH 43210

Phone (614) 292-8921
Fax (614) 292-7007
email Birkenholz.1@osu.edu

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Richard E. Petty
Distinguished University Professor and Chair
Department of Psychology
The Ohio State University
1835 Neil Avenue
Columbus, OH 43210-1234

phone: 614-292-3038
web: www.psy.ohio-state.edu/petty/
Leadership Minor Course Concurrence

Concurring Unit: Department of Sociology

A. Initiating Unit Information

Initiating Unit: College of Food, Agricultural, and Environmental Sciences
Department of Agricultural Communication, Education, and Leadership

Date: November 5, 2013

Type of Request: Approval to include the following course(s) in the Leadership Studies minor:
SOCIOl 2391 - Social Organization of Communities (3)

Date Response Needed: November 19, 2013

B. Information From Academic Unit Reviewing the Request

Academic Unit: Department of Sociology

Unit approves the above courses for inclusion in the Leadership Studies minor: Yes No

Please Explain:

Academic Unit Suggestions:

Academic Unit signatory: [Signature]

Date: 1/6/2013

Please Return to: Robert J. Birkenholz
202 Ag. Adm. Bldg or to: Birkenholz.1@osu.edu
2120 Fyffe Road