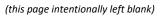


Organizational Leadership Graduate Handbook

MARTIN UNIVERSITY 2025-2027

MARTIN UNIVERSITY | www.martin.edu

Revised 07/07/2025



Contents

Table of Contents	Error! Bookmark not defined.
Graduate Program in Organizational Leadership	4
Organizational Leadership Program Admission Process	4
International Students Admissions Policies	5
Residency Requirement and Transfer of Graduate Credit	7
Institutional Learning Outcomes	8
COMMUNICATION SKILLS	Error! Bookmark not defined.
CRITICAL THINKING AND QUANTITATIVE REASONING	Error! Bookmark not defined.
CULTURAL AWARENESS	Error! Bookmark not defined.
WORKFORCE ESSENTIALS PROFESSIONALISM	Error! Bookmark not defined.
Program Requirements for the Masters of Science in Organizational Le	eadership Degree Program8
One-Year Sequence	9
Policies for the Master of Science in Organizational Leadership Program	m9
Program Expectations	9
Evaluation of Progress in the Graduate Program	10
Satisfactory Academic Progress	10
Cumulative GPA	10
Cumulative Academic Progress	11
Time Period for Evaluating SAP	11
Consequences for Failing to Maintain SAP	11
SAP Warning Status	11
SAP Academic Dismissal	12
Maximum Attempted Credits Hours	12
Withdrawing/Incomplete Grading Policy	12
Graduate Research Paper or Project Completion Policy	12
Student Grievance Policy	13
Grade Change Policy/Grade Grievance	13
Masters in Organizational Leadership Program Completion and Readm	nission13
Other	14
Masters in Organizational Leadership Course Descriptions	15
Masters in Organizational Leadership Program Faculty	17

Graduate Program in Organizational Leadership

This handbook is designed to provide information about the Martin University Organizational Leadership Graduate Program. Martin University currently offers one program in Organizational Leadership. The program leads to a Master of Science (MS) in Organizational Leadership.

The Organizational Leadership Graduate Program's mission is to provide a contemporary, cross-sector and cross-functional curriculum in an inclusive, supportive, and healthy University environment to students seeking advanced education in the field of leadership.

The graduate program in Organizational Leadership is academically structured for students to develop skills used in leadership settings, whether in business, nonprofit, ministry, government, or education. The program's course content and experiential components incorporate a multi-cultural orientation to organizational leadership. Upon program completion, the graduate will be prepared to utilize knowledge and skills in their current settings, to advance in their personal and vocational journeys, and/or to continue graduate education toward a Doctor of Philosophy (Ph.D.).

Organizational Leadership Program Admission Process

Individuals interested in pursuing graduate study in the Organizational Leadership program at Martin University must have earned a bachelor's degree from an accredited program of study with a minimum GPA of 3.0. Applicants will need to complete the initial application process with the Office of Admissions. This includes:

- 1) Completing an application form.
- Having all prior official college transcripts forwarded by mail or electronically from all prior universities (whether a degree was conferred or not) directly to Martin University's Admissions Office
 - a) Unofficial transcripts will not be accepted.
 - b) Hand-carried transcripts will not be accepted unless in a sealed and stamped envelope.
 - c) Missing transcripts will result in a delay in processing the application.
 - d) The Admissions Office will pull official transcripts for Martin University students or alumni.
- 3) Having three typed, signed, and dated letters of recommendation from professional or academic persons (two of the letters must be from individuals outside of the university on professional letterhead) who can comment on the applicant's ability to successfully complete graduate level work sent by mail directly from those individuals to the Office of Admissions.
 - a) Hand-carried letters will not be accepted.
 - Emailed letters will not be accepted unless sent in PDF form, signed and dated, to the Admissions Office.
- 4) Submitting a 500-word typed personal essay. The personal essay should address why the applicant wishes to pursue an organizational leadership graduate degree, why the applicant wishes to pursue graduate study at Martin University specifically, and a description of the applicant's personal and professional goals.
 - a) The personal essay will be evaluated on "Goodness of Fit" with the goals of the program.
 - b) The personal essay will be evaluated for logical reasoning, writing style, and professionalism.

When the applicant's packet of application materials is complete, the Office of Admissions will forward the completed packet to Organizational Leadership faculty for review. Based on this review, a decision will be made regarding acceptance into the program. Some applicants may be contacted for a formal interview before a decision is made. Applicants will receive notification of their acceptance status soon

after a decision is made. Applicants should expect to receive this notification within two weeks of the completion of their application packet.

A notification of *Full Acceptance* indicates the applicant has met all criteria to be admitted as a graduate student in the Master's in Organizational Leadership program. The Program Director will then communicate with the student regarding the class schedule and program calendar.

Notification of *Provisional Acceptance* indicates the applicant is deficient in some of the criteria required for full acceptance into the Organizational Leadership graduate program, typically because the student is still completing their undergraduate degree at the time of their application. In such cases, students will be admitted on the condition of completion of the bachelor's degree.

Notification of *Non-Acceptance* status indicates that the Organizational Leadership faculty members do not believe the applicant meets the criteria necessary to successfully complete the graduate-level work at this time.

Students will not be permitted to enroll in both the Masters in Organizational Leadership program *and* the Masters in Community Psychology program simultaneously.

International Students Admissions Policies

International students must be provided with I-20 Procedures to begin the admissions application process. The PDSO (Primary Designated School Official) for International Students is certified to process international students and will initiate the application process for immigrant applicants who desire to attend Martin University. International students planning to attend Martin University should contact enrollment management personnel to be provided with the I-20 Procedures.

Martin University is authorized under federal law to enroll non-immigrant students. To obtain a non-immigrant student visa, the prospective student must complete an application for admission and ask the University to complete an I-20 form. The I-20 form is the first step in a formal request for a non-immigrant student visa. Before the University can fill out an I-20 form, the prospective student must provide documentation to the Admissions Office verifying birthplace, nationality, and graduation from college or university. Applicants whose native language is not English should plan to submit scores from the Test of English as a Foreign Language (TOEFL) or equivalent. Students should note that Martin University does not offer classes that teach English as a Second Language, and if scores are unsatisfactory, arrangements must be made to take such classes elsewhere.

The prospective student must also provide proof of his or her financial responsibility, as well as proof of financial responsibility of any sponsors. When accepted by the Admissions Office, International students are expected to pre-pay all tuition each semester. The University must also be satisfied that other expenses will be met.

Once all documentation has been provided to the University, a prospective student already in the United States may take or send the completed I-20 form to the Immigration and Naturalization Service (INS). The INS will eventually inform the student whether he/she will be granted a non-immigrant student visa. Prospective students who have provided all necessary documentation to the University

and are not already in the United States may arrange to have a completed I-20 form sent to them. The student is then expected to take the completed I-20 form to the American Embassy in their country of residence and request a non-immigrant student visa from the Embassy.

International students will need to review the Student Visa webpage for the required documentation needed for their Visa appointment and to pay the visa application fee. Students can visit the U.S. Immigration and Customs Enforcement (ICE) website and navigate to the Student and Exchange Visitor Program (SEVP) page to learn more about SEVIS and pay the SEVIS I-901 Fee. Students must have the I-901 fee before their interview. Once they have secured the Visa, they will need to submit a copy to admissions to complete registration. Upon arrival to campus, students need to report to Admissions for an updated I-20 and to meet with the Bursar to set up payment arrangements for the semester.

All non-immigrant (F-1) students are expected to carry a full course load. This is at least 12 credit hours during each of the fall and spring semesters. F-1 students are allowed to take a maximum of one online class per semester. If a full course load is completed in the Fall and Spring semester, F-1 students are not required to take courses in the Summer session. F-1 students should refer to the PDSO or to Student Services for questions and assistance throughout their time as a student.

English Proficiency Test Exemptions

If a prospective student was raised speaking English at home, in their community, and throughout their education, they are not required to submit additional proof of English proficiency. This exemption applies if English was the prospective student's primary language during their upbringing. However, applicants from countries not explicitly listed who claim English as their native language must provide additional evidence to support their claim.

Countries Whose Native Language is English

The following have been identified as countries whose native language is English: Anguilla, Antigua and Barbuda, Australia, Bahamas, Barbados, Bermuda, Belize, British Indian, Ocean Territory, British Virgin Islands, Canada, Cayman Islands, Dominica, Falkland Islands, Gibraltar, Grenada, Guernsey, Guyana, Ireland, Isle of Man, Jamaica, Jersey, Montserrat, Nauru, New Zealand, Pitcairn Islands, Saint Helena, Saint Lucia, Saint Kitts and Nevis, Saint Vincent and the Grenadines, South Georgia and the South Sandwich Islands, Trinidad and Tobago, Turks and Caicos Islands, United Kingdom, U.S. Virgin Islands, and the United States.

English Proficiency Test

English Proficiency Test	Score	Website
PTE-A Pearson Test of English-Academic	58	PTE Academic
TOEFL Internet-Based	79	TOEFL iBT
IELTS Academic	6.5	IELT S
ITEP	3.9	<u>iTEP</u>

C1 Advanced (Cambridge Assessment English)	176	C1 Advanced
SAT Evidence-Based Reading and Writing Subscore	500	<u>SAT</u>
ACT English Subscore	19	<u>ACT</u>
Completion of English Composition I and II with grades of A, B, or C from a regionally accredited U.S. university or country where English is the native language		

College and Transcript Evaluations

If a prospective student completed their high school or university education outside the United States, they must get their international academic records evaluated. This is a requirement for all applicants, regardless of citizenship, and is different from simply submitting transcripts.

Prospective students should plan ahead, as this evaluation can take between 2 to 4 weeks. It's important to ensure that an evaluation is submitted to Martin University by the deadline for application.

This evaluation needs to include:

- A detailed review of each course taken
- A calculation of the student's grade point average

The prospective student's college/university and any testing centers must send all academic documents such as transcripts and exam results directly to the evaluation service.

Martin University only accepts evaluations sent directly from the following approved services:

- Educational Credential Evaluators (ECE)
- International Education Evaluations (IEE)
- Josef Silny & Associates, Inc.
- SpanTran
 - Prospective students need to specify Martin University as the recipient on the SpanTran "Contact Information" page
 - Prospective students should not use UM as an additional email for document delivery with SpanTran to avoid delays.
- World Education Services (WES)
- Any other approved member of the National Association of Credential Evaluation Services (NACES)

Martin University does not accept provisional evaluations.

Residency Requirement and Transfer of Graduate Credit

Martin University has a residency requirement regarding graduate coursework in its Organizational Leadership program. Students enrolled in the 30-hour Masters program must complete at least 75% of their credit hours at Martin University.

The Masters in Organizational Leadership program will consider transferring a maximum of 6 graduate credit hours earned in other accredited graduate programs within or outside of Martin University. Previous graduate thesis work will not be transferred to Martin University. Graduate courses with grades below a B are not transferrable.

Students interested in transferring graduate credit from other graduate programs must make a formal request in writing to the Organizational Leadership faculty lead. This entails providing in written detail what previous graduate work the student wishes to transfer and what coursework the previous work is to replace in the student's Martin degree plan. The student may also be asked to provide relevant documents (i.e., course syllabi, possibly course texts, copies of graded tests, official transcripts) supporting the transfer of previous graduate credit. Submitted materials will be reviewed by the Organizational Leadership faculty to determine if the transfer of credit is granted. Students will be notified in writing after a decision has been made.

Institutional Learning Outcomes

Institutional Learning Outcomes (ILO's) include the knowledge, skills, and competencies embedded within every aspect of the college to inspire and enhance each student's transferrable learning skills. The ILOs represent the broad categories of competence that enable students to be successful in further education, careers, as citizens and in their personal lives. Upon completion of a Martin University program of study, students will be able to:

- 1. **Communication**: Communicate clearly, concisely, and coherently in oral and written forms.
- Critical Thinking: Understand, assess, analyze, and design solutions in their personal, social, and professional lives
- Servant Leadership: Serve as catalysts for change, committed to adapting, enhancing, contributing, and leading in the global community through the empowerment of and service to others
- Technological Literacy: Use technology ethically and appropriately in their personal and professional lives.
- Personal Values: Understand and appreciate themselves and others as individuals while demonstrating adaptability, tolerance, and resilience.
- Professional Values: Use knowledge and skills from their programs of study to make informed, responsible workplace decisions and understand the consequences of their actions.

Program Requirements for the Masters of Science in Organizational Leadership Degree Program

The Master of Science in Organizational Leadership Degree Program offers a 30-credit-hour program for persons desiring to grow in their personal and professional leadership knowledge, skills, and abilities.

There are several learning outcomes students are expected to demonstrate mastery of upon completion of the program. More specifically, students will be able to:

- 1) Recognize and explain effective and ineffective followership.
- 2) Assess, analyze, and synthesize various leadership styles and approaches.
- 3) Appropriately evaluate the effectiveness of these leadership styles in various contexts.
- 4) Effectively apply various leadership styles in their own work and other contexts.
- 5) Demonstrate mastery of critical leadership functions such as communication, leading organizational change, and decision-making.

Students must complete the following courses, each with a final grade of B or higher:

Course Number	Course Title	Credit Hours
MOL 500	Followership	3
MOL 505	Foundations of Leadership	3
MOL 510	Ethics and the Professional Leader	3
MOL 515	Leading Diversity	3
MOL 530	Strategic Leadership	3
MOL 540	Leading Organizational Change	3
MOL 550	Leadership Communications	3
MOL 600	Analytics, Assessment, and Decision-Making	3
MOL 610	Conflict Resolution and Negotiation	3
MOL 700	Leadership Synthesis	3

One-Year Sequence

The 30-Credit-Hour Master's in Organizational Leadership program can be completed in one academic year. Students must take courses in the order presented below. It is important to note that the program is cohort-based, so students must enter when a cohort begins and adhere to this schedule. To maintain the benefits and integrity of a cohort, the program is currently only available on a full-time basis, other than extenuating circumstances.

• First Session:

- o MOL 500 Followership
- o MOL 505 Foundations of Leadership

• Second Session:

- o MOL 550 Leadership Communications
- MOL 610 Conflict Resolution and Negotiation

Third Session:

- o MOL 540 Leading Organizational Change
- o MOL 600 Analytics, Assessment, and Decision-Making

• Fourth Session:

- o MOL 515 Leading Diversity
- o MOL 530 Strategic Leadership

Fifth Session:

- o MOL 510 Ethics and the Professional Leader
- o MOL 700 Leadership Synthesis

Policies for the Master of Science in Organizational Leadership Program The following policies are presented so students are aware of them and know what procedures to follow if a problem arises.

Program Expectations

Acceptance into the Masters in Organizational Leadership program is contingent upon adherence to the following expectations:

- 1) Students will follow the policies, rules and regulations outlined by the University, the Martin University Student Handbook, and the Masters in Organizational Leadership Graduate Handbook.
- Students will be open to and respectful of constructive feedback provided by instructors, mentors, and other individuals within and outside of Martin University who are involved in the graduate student's academic endeavors.
- 3) Students will take required courses with the instructor assigned to teach the course.
- 4) Students will retake all coursework in which a grade lower than a "B" has been recorded.
- 5) Students will conduct themselves in a manner consistent with the behavioral and ethical standards of graduate students and career professionals.

As presented above, Organizational Leadership graduate students are expected to engage in ethical and professional behavior in their interactions with University staff, faculty, students, and other individuals they have contact with in the course of their studies at the University. Unprofessional and/or unethical behavior will not be tolerated. A graduate student must demonstrate the capacity to rise to a level of faculty trust typically placed on graduate students. This trust involves an assumption of academic honesty on the part of the student. If a student is found cheating or plagiarizing, disciplinary action, which may include dismissal from the program, will be taken.

Disciplinary procedures for any aforementioned infractions may include placing the student on probation. Such probationary action will require that the student satisfactorily meet criteria for resolving areas of concern in the designated time frame as detailed in a letter issued by the Program Director. If the student fails to satisfactorily complete the requirements set forth under their probation, the student may be dismissed from the program.

In certain egregious cases, a student may be dismissed from the graduate program without the benefit of a probationary period. Such cases would arise in response to the student committing a severe ethical or behavioral infraction. As graduate students in a professional program, there are both behavioral and ethical standards that require students to behave in a professional manner at all times, especially in the professional environment.

Evaluation of Progress in the Graduate Program

Satisfactory Academic Progress

Martin University graduate students are expected to maintain satisfactory academic progress (SAP) during their matriculation at the University. SAP is evaluated in two ways: cumulative grade point average (GPA) and cumulative academic progress. In order to maintain SAP, all students must satisfy both the minimum cumulative GPA and minimum cumulative academic progress requirements established by the University. A detailed discussion of the specific cumulative GPA and cumulative academic progress requirements is presented below.

Cumulative GPA

Graduate students must maintain a cumulative GPA of 3.0 during each semester. This policy applies to both degree seeking and non-degree seeking students enrolled in graduate-level courses at the university. All graduate-level courses taken at Martin University in which letters grades of A, B, C, D, and F are awarded count towards the cumulative GPA in determining SAP, including courses that were retaken (designated as a "TR" on the transcript). Graduate courses with a Pass (P) or Non-Pass (NP) do not count towards the cumulative GPA. Graduate courses in which the student Withdrew (W) or

received an Incomplete (I) do not count towards the cumulative GPA. Grades associated with courses taken at another institution and transferred to Martin University do not count towards the cumulative GPA.

Cumulative Academic Progress

Graduate Students are expected to successfully complete at least two-thirds (67% rounded) of the cumulative attempted credit hours in which they are enrolled. A successfully completed credit hour is defined as a credit hour associated with a course in which the final awarded grade was an A, B, or P. An unsuccessfully completed credit hour is defined as a credit hour associated with a course in which the final awarded grade was a C, D, F, NP, I or W. Note that while final marks of Non-Pass (NP), Withdrawn (W), and Incompletes (I) do not count towards the cumulative GPA, they do count towards cumulative academic progress. Also, graduate-level coursework transferred to Martin University (identified as "TR" on the transcript) that counts towards a student's degree also counts towards cumulative credit hours attempted and cumulative credit hours completed. Graduate students are expected to meet both academic and GPA SAP requirements. Graduate-level coursework transferred into Martin University that does not count towards a student's degree does not count towards the cumulative credit hours attempted or cumulative credit hours completed. In general, Martin University only transfers credit that counts towards a degree. It is recognized however, that students sometimes change programs, and previous transferred credit may no longer count towards that degree. Because of these instances, any student who has credit transferred to Martin University must have this transfer credit re-evaluated if s/he changes his/her graduate program.

Time Period for Evaluating SAP

SAP is evaluated at the end of each academic semester for each student by the Student Success Manager. In evaluating SAP, both cumulative GPA and cumulative academic progress as defined above are examined. A student is considered to be achieving satisfactory progress when s/he meets the minimum cumulative GPA and minimum cumulative academic progress requirements. A student is considered making unsatisfactory academic progress if the minimum cumulative GPA requirement and/or the minimum cumulative academic progress requirement are not met at the end of each academic semester in which s/he is enrolled.

Consequences for Failing to Maintain SAP

Martin University graduate students who do not meet SAP in a given semester must, in subsequent semesters, pass each course with a grade or B or better and pass 67% of the courses in which they are enrolled until they have achieved SAP. Failure to do so will result in the student's permanent dismissal from the program.

SAP Warning Status

Any student who does not achieve satisfactory academic progress (per the minimum cumulative GPA and minimum cumulative academic progress requirements presented above) in a given semester will be placed on SAP Warning status. SAP Warning status will be assigned by the Student Success Manager without appeal or other action by the student. The Student Success Manager will notify the SAP Committee when a student is placed on Warning status. While on SAP Warning status, the graduate student must pass each course with a grade or B or better and pass 67% of the courses in which he/she is enrolled in subsequent semesters until SAP is achieved. Failure to do so will result in the student's permanent dismissal from the program. Once the student meets the SAP requirements, the

SAP Warning is rescinded. In these cases, the Student Success Manager will notify the student and the SAP Committee in writing. No further action is required.

SAP Academic Dismissal

The University will dismiss a graduate student from the program if the student's course grades and completion rate, as outlined above, do not show adequate progress each semester after being placed on SAP Warning status. The SAP Committee will notify the student in writing of the academic dismissal. Note: This policy does not determine financial aid eligibility.

Maximum Attempted Credits Hours

The University has a maximum number of credit hours in which students can enroll to complete their programs. Students enrolled in the 30-Credit-Hour Masters in Organizational Leadership Program are allowed to enroll in a maximum of 45 credit hours to complete the program. Failure to complete the program before these maximum credit hours are reached may result in dismissal from the program.

Withdrawing/Incomplete Grading Policy

Students wishing to withdraw from a course or term should make a formal request in writing through the Registrar. Failing to do so may result in final grades of F being assigned.

For non-thesis courses, a student is eligible for a grade of Incomplete only when an emergency or other reason beyond his/her control prevents completion of a course. Students must meet the following conditions to be considered for an incomplete grade:

- 1) The student must request in advance a grade of incomplete from the instructor of the course and provide written documentation as to why the "I" is being requested. The student and instructor must complete an "Agreement for Completion of Course" form outlining specific work required for course completion and expected date of completion. The student must make arrangements to complete the coursework with the instructor.
- 2) At the time of the Incomplete request, the student must have successfully completed at least 60 percent of the academic session (5 weeks in an 8-week term).
- 3) At the time of the incomplete request, the student must have a grade of "B" or better in the course (instructor must provide evidence of satisfactory work).
- 4) At the time of the incomplete request, the student must be in compliance with all course requirements as outlined in the course syllabus, including participating in class weekly.

The instructor of a course initiates an Incomplete request. Instructors will complete the Grade Change Form in Sonis.

"Incompletes" must be completed by the end of the following session (for example, an Incomplete grade given in FA-25 Session A must be resolved by the grade due date of FA-25 Session B). Failure to meet this deadline will result in an automatic F for the course.

Graduate Research Paper or Project Completion Policy

The MOL 700 Leadership Synthesis course should be taken at the very end of the program so that the skills and knowledge learned from the program can be applied to the graduate research paper or project. It is the expectation that the graduate research paper or project will be completed within the

Commented [DB1]: Does this form exist? @Rebecca Doane

session that the student is enrolled in the Leadership Synthesis course. Except for extraordinary circumstances, no Incompletes or extensions are given for MOL700 Leadership Synthesis.

Student Grievance Policy

Students who have a grievance against faculty, staff, or other students should complete a Grievance form and submit the form to the Student Services Manager. The Manager will schedule a meeting with the student and attempt to resolve the issue. If the student believes that the issue was not resolved, the Manager will schedule a meeting with the student, their Advisor, and the Ombudsman. If the student believes that the issue is still unresolved, they may appeal to the Executive Vice President of Academic Affairs. The Executive Vice President will schedule a meeting that includes the MOL Program Director. Note: Grievances against the Office of Financial Aid must be directed to Financial Aid.

Grade Change Policy/Grade Grievance

Grade change issues are to be addressed according to the following protocol:

- 1. A student grievance regarding a grade must be made and signed by the student within 10 days of the issue of the grade. A grievance made after 10 days will not be considered.
- If the grievance is not resolved between the student and the faculty member, the student should consult with the Student Services Manager, who will review and work to resolve the issue with the student.
- 3. If the grievance is not resolved through the meeting process, and the student chooses to pursue a further remedy, the Student Services Manager will send all documentation of concern and a request for a meeting to the appropriate Dean or Provost. The Dean or Provost may decide to meet with the student and the Student Services Manager to ask questions to understand the issues. The Dean or Provost makes the final decision regarding grade grievances and will send notice of the final decision within 48 hours.

Note: Grievances involving other student code of conduct issues, students, student organizations, events, and facilities are to be referred to the Department of Student Experience.

Masters in Organizational Leadership Program Completion and Readmission

Students must complete the Master of Science in Organizational Leadership Program within *five academic years* of their acceptance into the program. Failure to do so will result in a review of the student's progress, a determination when the student will complete the program, and a review to determine if any previously taken coursework will need to be retaken.

Students who return after an absence of two academic years or longer will need to reapply and be readmitted to the program. The readmissions requirements include completing an application, paying any admissions fee, and providing a typed readmission statement. This typed readmission statement should include:

- discussion as to why the student wishes to be re-admitted
- a discussion as to how the student plans to be academically successful this time if challenges
 were experienced during their original admission (e.g., received final course grades below a B,
 cumulative GPA below 3.0, etc.)

Other

For issues and situations that arise that are not contained in this document, policies, rules, and regulations that apply to all University students will be followed.

Only courses in which the student receives a final grade of A or B will count towards the degree requirements. Courses with a final grade below a B must be retaken to count towards the degree requirements.

All courses must have a submitted final letter grade of A, B, C, D or F before a student is eligible to graduate. Grades of P or I will be replaced with an F if not completed in the outlined time frame described in this document (i.e., practicum/internship courses, Leadership Synthesis, courses in which a temporary grade of I was granted) or if the student chooses not to complete the course.

Students are encouraged to retain copies of all course syllabi, thesis, and other documentation for their record as these documents may not be available from the University if requested.

In the event that this document needs to be revised before the end of the 2026-27 academic year, all students enrolled in the program will be notified of the changes via their University email address, and the revised document will be posted on the University's website.

Masters in Organizational Leadership Course Descriptions (all courses 3 credit hours)

MOL 500 Followership

To truly understand leadership, one must start with understanding followership, a mostly-overlooked aspect of leading. This course explores what it means to follow well and the different types of followers we encounter in our vocational and personal lives, so that we might interact effectively with them.

MOL 505 Foundations of Leadership

This course serves as an introduction to leadership theory and practice. The course will examine various aspects of the literature on leadership, include personal assessment of the student's own leadership, and provide practices for development leadership skills.

MOL 510 Ethics and the Professional Leader

This course focuses on ethics and the professional characteristics of leaders. The course will include a study of various aspects of ethical leadership as well as discussions about each student's own approach to ethics.

MOL 515 Leading Diversity

This course is designed to provide leaders with insights to successfully harness the power of diversity and inclusion in teams, organizations, and the broader community. The course will also examine the increasing implications of cultural and generational diversity in global organizations.

MOL 530 Strategic Leadership

This course helps the student connect effective people and project leadership with the overall strategies of an organization. While preparing students for senior management, this course will also empower and enable them to practice strategy at their current level in the organization.

MOL 540 Leading Organizational Change

A key aspect of leading in any organization is effective change management. This course will introduce the students to the change process and provide opportunities for them to experience the change lifecycle involved in any organizational change effort.

MOL 550 Leadership Communications

This course will discuss the various ways leaders communicate, and need to communicate, in different settings. In addition to foundational communications studies, the course will explore different mediums, methods, and purposes for communication.

MOL 600 Analytics, Assessment, and Decision-Making

This course exposes the student to critical aspects of effective decision-making, including how to access and review organizational analytics and how to assess that data and the broader organization.

MOL 610 Conflict Resolution and Negotiation

This course will assist the student in understanding what conflict is, how it arises, and effective means for using conflict for positive development. This also involves negotiation at both interpersonal and organizational levels.

MOL 700 Leadership Synthesis

This course provides the student an opportunity to put it all together, demonstrating mastery of all the concepts and practices studied throughout the program. Students will be given the choice of writing a significant research thesis or conducting an organizational leadership analysis. **Pre-requisites: This must be the last course in the program for every student.**

Masters in Organizational Leadership Program Faculty

Rebecca Doane, PhD

B.A., Behavioral Sciences, with minor in Deaf Cultural Studies, North Central University M.A., Human Resource Management, with Specialty in Functional Human Resource Management, Walden University

Ph.D., Education, with Specialty in Early Childhood Education, North Central University

Appendix I – AI Policy

Appendix II – CAP/SAP Policy