

# Undergraduate Leadership and Management



## At Ottawa University

"If you look into the mission statement, 'Prepare for a Life of Significance,' that's exactly what you'll be doing by coming here...

To have a university rooted in those values, I think that speaks for itself. Our instructors having real-world experience, having been in the field, was huge for our development."

- Abby M.  
Ottawa Alumni

The Leadership and Management major promotes the conceptual awareness and practical abilities needed to supervise personnel and help organizations run efficiently, effectively and ethically. Students learn how to plan, budget, coordinate, and influence within an organizational setting. They develop ways to analyze systems, interpret data, and set priorities. By enhancing key skills such as communication, problem-solving, decision making, and conflict resolution, they are better equipped to manage and lead others as well as formulate strategic approaches to operational implementation. Students gain insights into how to manage a diverse workforce, lead change, foster creativity, and inspire entrepreneurial vision. They understand how a manager's personal responsibility, integrity, and empathy can help motivate a diverse workforce and influence others to work towards meeting organizational goals. Graduates are prepared for a wide range of leadership careers in business, government, and all types of organizations.

## Careers

Careers in leadership and management cross all industries and are available in public, private, government, for-profit and non-profit organizations.

## Education and Qualifications

Leadership and management positions regularly require a bachelor's degree, with preference given to those with master's degree, including a master of business administration (MBA). Persons interested in management should have good leadership and communication skills and be able to establish effective working relationships with many different people, ranging from managers, supervisors and professionals to clerks and blue-collar workers. They should be analytical, detail-oriented, flexible, and decisive. They must be able to coordinate several activities at once, quickly analyze and resolve specific problems, and cope with deadlines.

## [View Full Degree Catalog](#)

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## Foundation Courses

### **ACC 20364 - Accounting for Business Operations (4)**

Introduces operating activities of business. Emphasis on using income statements to plan and evaluate the operations of a for-profit entity.

### **ECO 20163 - Macroeconomics (3)**

Focuses on inflationary consequences of monetary and fiscal policies designed to eliminate poverty and unemployment, significance of money and government deficits on attainment of goals of high employment and economic growth in a non-inflationary environment and role of the dollar in international trade.

### **ECO 20263 - Microeconomics (3)**

Study of the role of prices in allocating and developing scarce resources to meet the needs and demands of consumers, the impact of the profit motive on business size and efficiency, the economic power of large-scale business firms, the interplay of private and public choice through price controls, business regulation and taxation.

### **ITS 25008 - Microsoft Excel (2)**

The course aims to cultivate proficient users who can effectively navigate Excel's various features, such as handling cells and files, formatting worksheets, managing workbooks, and leveraging formulas and functions. Additionally, students will learn page setup and printing techniques, enhancing their document preparation skills. The course also emphasizes mastering Excel's visual elements, including creating and managing charts and other graphical objects.

### **MAT 10643 - College Algebra (3)**

Emphasizes problem solving techniques using algebraic concepts. The focus of the course is directed toward exploring how algebra is used in the social and physical sciences. Topics covered include fundamental concepts of algebra, equations, and inequalities, functions and graphs, systems of linear equations, exponential and logarithmic equations, composition and inverse functions.

Choice Between MAT 20044, OAD 30763, or OAD 31564

### **MAT 20044 - Introduction to Statistics (4)**

Offers the student an intuitive introduction to descriptive and inferential statistics. Topics covered include data organization, averages and variation, elementary probability theory, binomial and normal probability distributions, Central Limit Theorem, estimation, hypothesis testing, linear regression and correlation. Prerequisite: Score of 16 on non-math track initial placement or MAT 10443 Intermediate Algebra.

### **OAD 30763 - Business Statistics (4)**

Focuses on basic methods of research design and analysis of data including descriptive and inferential statistics. Topics include mean, median, mode, frequency distribution, range, standard deviation, probabilities of sampling selection, Z-score, T-value, regression and correlation, hypothesis testing, analysis of variance and Chi-square analysis.

### **OAD 31564 - Quantitative Methods in Business (4)**

Introduces use of quantitative methods in business emphasizing quantitative analysis techniques using Microsoft Excel. Includes spreadsheet preparation of financial and operational schedules and application of financial analysis, budgeting and forecasting, economic and investment opportunity analysis, data analytics, programming and mathematical functions relating to supply and demand decision-making.

### **OAD 31664 - Business Ethics (3)**

Introduces development of personal and group norms required for work places. Topics include moral reasoning in business, employee rights and responsibilities of corporations.

## Required Major Courses

### **OAD 30020 - Entrepreneurial Vision & Strategies (4)**

Examines the role of personal values and insight in the creation of companies and their ongoing management. This course explores the meaning of being an entrepreneur and how to combine idea (vision) and action (strategy) for personal and business success.

### **OAD 30030 - Leadership of Creativity & Change (4)**

Examines the role of an organized leader. Assesses individual skills and discusses the role of a leader in managing teams through environmental and organizational change. Includes extensive application exercises designed to develop leadership skills.

### **OAD 30063 - Behavior in Organization (3)**

Study of human behavior in work organizations. Focuses on individual satisfaction and motivation as related to organizational structure, nature of task and locus of power. Topics include small group formation, maintenance, organizational conflict, communications and leadership.

### **OAD 30364 - Conflict Resolution (4)**

Examines and develops skills in different dispute resolution methods. Topics include: mediation, MED ARB, problem solving, grievance handling, listening skills, fact finding and body language.

### **OAD 30563 - Management (3)**

Discusses process for managing organizations including planning, organizing, leading and evaluating. Examines administrative role in organizations and concepts relevant to its function and historical development of administrative thought.

### **OAD/COM 36364 - Leadership and Communication (3)**

Focus on leadership as action and understanding others and interpersonal theory as the connection between leadership and communication in an organizational context. Both didactic and experiential teaching methods used.

### **OAD 40264 - Planning & Budgeting (4)**

Overview of basic financial systems used in business settings. Includes business planning and budgeting tools and models such as balance sheets, income statements, cash flow analysis, time value of money concepts and project planning techniques.

### **OAD 41864 - Managing Across Groups (4)**

Examines how groups within an organization impact the work environment, influence how leaders should manage, and create opportunities for synergy and growth within and across business units.

### **OAD 49300 - Seminar in Applied Management (4)**

Capstone course that guides student in the integration of functional content areas in the field of professional management. Addresses management issues and applying management theories and techniques to problems and cases through a process of decision-making. Prerequisite: Completion of all required core courses in the major.

## Concentrations Available:

- Economics
- Finance
- Human Resources
- Marketing

## Bridge Option Available

[Learn more Here](#)

