

## FEES AND REQUIREMENTS

You may enroll in the program for credit or non-credit. If you choose the non-credit certificate option, you pay a \$25 per-seminar fee (for a total of \$100), through NSU Continuing Education, plus registration fees for additional lectures or series attended.

If you choose the for-credit option, you pay full graduate tuition and fees for each special topics course. Faculty and staff tuition waivers are available.

Admission for all graduate-level course work must be approved by the Graduate College and Enrollment Management Services.

You must provide a laptop computer with webcam capability and access to Blackboard, Wimba and the Internet. You may lease a laptop from Continuing Education for an 8-week period, as available.

Tuition and fees are collected by Continuing Education.



## FOR MORE INFORMATION

CENTER FOR TEACHING AND LEARNING

**Dr. Chuck Ziehr**

INTERIM ASSISTANT VICE PRESIDENT  
FOR TEACHING AND LEARNING

918.444.5855

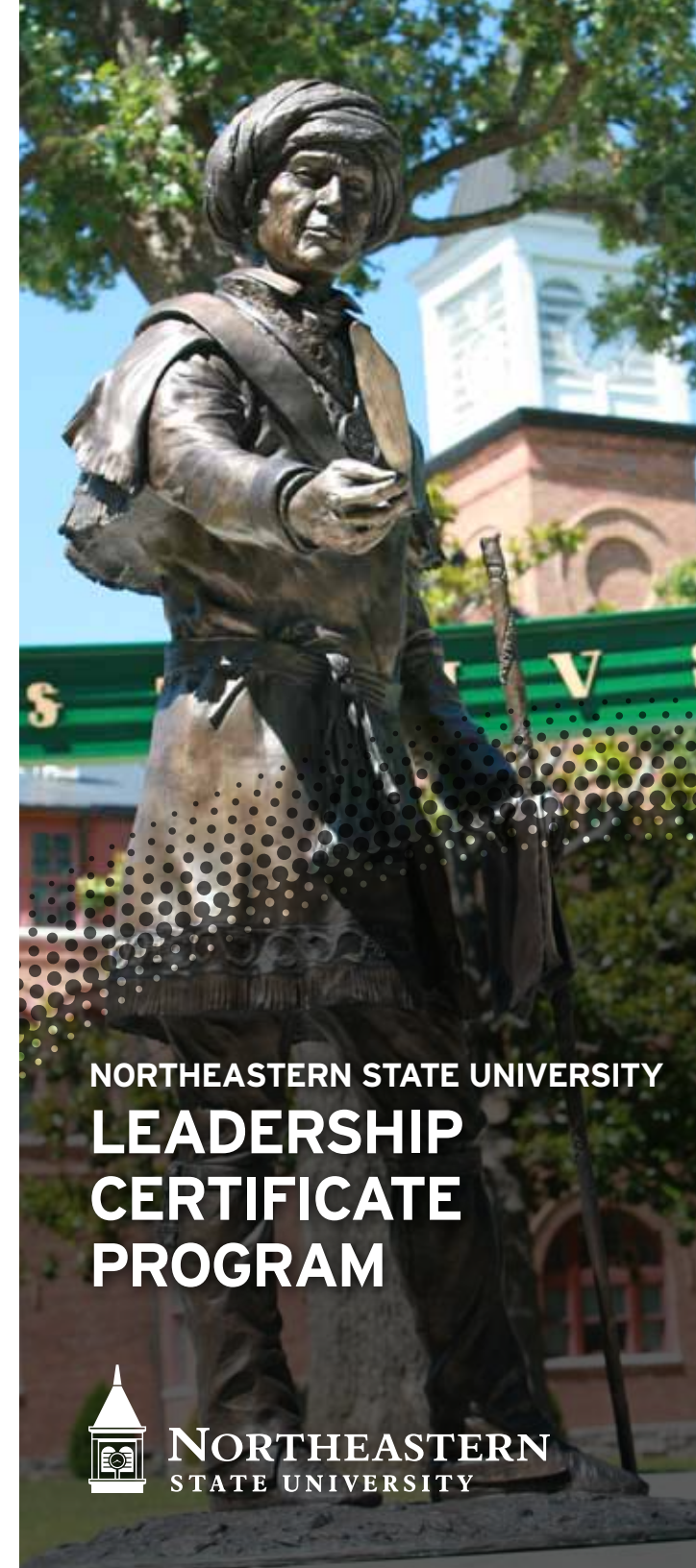
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**NORTHEASTERN**  
STATE UNIVERSITY

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**NORTHEASTERN STATE UNIVERSITY**  
**LEADERSHIP**  
**CERTIFICATE**  
**PROGRAM**



**NORTHEASTERN**  
STATE UNIVERSITY

# LEADING US TO OUR FUTURE

## NSU LEADERSHIP CERTIFICATE PROGRAM

GATHER GO  
HERE. FAR.

The Leadership Certificate Program is a graduate level series designed to train the future leaders of Northeastern State University. Offered through the Center for Teaching and Learning, the program consists of four seminars leading to a certificate in University Leadership. All seminar courses contain an internship requirement, and are led by cabinet members.

**One seminar** is offered each eight weeks including summers—using both face-to-face and distance technology. The series begins with a meet-and-greet with members of the cabinet, and concludes with a two-day retreat held at the close of the final seminar.

### Topics

- » *University Relations*
- » *Finance and Operations*
- » *Academic Affairs*
- » *Student Affairs*

## ELIGIBILITY

Eight to 10 participants are chosen through an open application process for each certificate series. Faculty and staff are highly encouraged to apply. Time off work is given to participate.

## FOR AN APPLICATION PACKET, CONTACT THE CENTER FOR TEACHING AND LEARNING



*NSU Muskogee presents another iteration of our university.*



*NSU's Broken Arrow campus symbolizes future opportunity.*

## COURSE SCHEDULE

### SPRING 2011

**(March 7-May 6)**

- » Leadership I—University Relations
  - » HIED 5730 – Special Topics: Strategic planning; external and public relations.
- » Internship I—University Relations.

### SUMMER 2011

**(June 6-July 29)**

- » Leadership II—Finance and Operations
  - » HIED 5730 – Special Topics: Budgeting; continuous quality improvement; managing time and organizing for success; facilities management; project management.
- » Internship II—Finance and Operations.

### FALL 2011

**(August 15-October 14)**

- » Leadership III—Academic Affairs
  - » HIED 5730 – Special Topics: Performance evaluations; shared governance; tenure/promotion, academic freedom; teaching/learning/curriculum; organizational initiatives
- » Internship III—Academic Affairs
- (October 17-December 9)**
- » Leadership IV—Student Affairs
  - » HIED 5730 – Special Topics: Student centered administration; student life; campus policy; student needs.
- » Internship IV—Student Affairs
- » Closing Retreat: December 9-10