

# Minnesota State University Moorhead

## ED 634: Personal Communications and Ethics

### A. COURSE DESCRIPTION

Credits: 3

Lecture Hours/Week: 3

Lab Hours/Week: 1

OJT Hours/Week: \*.\*

Prerequisites: None

Corequisites: None

MnTC Goals: None

This course prepares aspiring school leaders to plan for their personal and professional development; understand and use the principles of interpersonal, oral, and written communication; and follow a professional code of ethics and values.

**B. COURSE EFFECTIVE DATES:** 02/21/1996 - Present

### C. OUTLINE OF MAJOR CONTENT AREAS

1. Understanding and applying the principles of self-awareness and self-development to educational leadership development
2. Analyze personal leadership strengths in the context of educational leadership
3. Clear, appropriate and effective communication skills for educational leaders
4. Positive and productive interpersonal relationships
5. Ethical leadership and ethical literacy

### D. LEARNING OUTCOMES (General)

1. Use interpersonal communication skills to enhance their ability to carry out administrative and leadership functions
2. Use their personal leadership strengths to develop effective school leadership teams
3. Demonstrate effective communication skills in a variety of school leadership settings and situations
4. Understand and utilize the Code of Ethics in making leadership decisions
5. Understand and articulate their personal ethical framework and demonstrate how this is used in a variety of educational dilemma situations
6. Demonstrate a respect for the rights of others in regard to confidentiality and dignity
7. Demonstrate the ability as a leader to combine impartiality, sensitivity to diversity and ethical considerations in interactions with others.

### E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

None

### F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

### G. SPECIAL INFORMATION

None noted