

**PORTFOLIO CLASS****PURPOSE**

Your acquisition of a minor in Leadership Studies is, technically, an academic endeavor. But leadership development by nature is not confined to the classroom, and your Minor will only be useful if it can be applied to real world leadership roles. Therefore, the portfolio will serve as a body of evidence created to express the history of a your curricular and co-curricular leadership development process, including:

- 1) awareness and understanding of self--personal development, strengths, challenges, values
- 2) knowledge of self-leadership theories
- 3) demonstration of self-leadership skills
- 4) awareness and understanding of others (including, teaching/learning theories, and diversity micro-macro topics)
- 5) demonstration of ability to be inclusive
- 6) knowledge of leadership theories (including group development and communication theories)
- 7) application of leadership theories
- 8) demonstration of leadership skills

**TYPES OF EVIDENCE**

- 1) physical
  - a) resumes
  - b) cover letters
  - c) references
  - d) applications
  - e) acceptance/rejection letters
  - f) recognition
  - g) conference/workshop/program publicity, agendas, booklets, notes, etc.
  - h) pictures
  - i) other relevant items
- 2) written reflection
  - a) examples
    - i) journal entries
    - ii) test question answers
    - iii) application statements
    - iv) goals/objectives
    - v) style/skill inventories
    - vi) other relevant items
  - b) types
    - i) affective: reactions
    - ii) cognitive: analyzing, evaluating, synthesizing, and applying in reference to theoretical knowledge base, personal and skill development

**EVALUATION**

- 1) attendance/preparation for class meetings (200 pts)
- 2) attendance at the "Senior Expedition" (200 pts)
- 3) Portfolio content (400 pts):
  - evidence from a variety of activities that contributed to the learning process (breadth)
    - a) completed Leadership Development Journal
    - b) classroom work and activities
    - c) for-credit activities (internships, study abroad, etc.)
    - d) work experience
    - e) extra-curricular activities
      - i) professional
      - ii) community service
      - iii) academic related
      - iv) academic support
      - v) recognition
      - vi) training/development/educational conferences, workshops, programs, etc.
      - vii) other relevant experiences
  - depth of evidence
  - evidence of introspection regarding personal and skill development
  - evidence of theoretical and experiential analysis, evaluation, synthesis, and application (real or hypothetical)
- 4) Portfolio presentation (100 pts)
  - a) quality of evidence
  - b) appearance
  - c) organization
  - d) creativity
- 5) Portfolio Interview / Review (100)
  - a) public speaking skills
  - b. ability to articulate theoretical learning/ application, skill development, and personal progress
  - c) ability to project learning into future roles

**OTHER ITEMS TO BE INCLUDED**

- 1) table of contents (organizational scheme)
- 2) current resume
- 3) leadership development journal

**TIMELINE**

Class meetings (*you choose a day of the week and attend the classes in that weekday series*):

**Mondays, 6-7 pm,** TBA  
**Saturdays, 10 am,** TBA  
 Senior Expedition: TBA  
 Portfolio Review date: TBA

**CLASS Expenses:** \$50.00 Expedition  
 USB Storage Disk