



Master of Science  
in Leadership  
Studies

## **Book List for Master of Science in Leadership Studies (MSLS)**

It is important that students be prepared for each course by purchasing the required books and materials well in advance of the first session or event (online). Updated book lists can be obtained from department personnel (such as enrollment counselors or academic advisors) and can be found online in the learning management system: Moodle for online courses.

While textbooks are an expense that may or may not be accounted for in your financial aid packages, students must purchase books in advance of a course start date with their own money. They may later use their excess financial aid to reimburse themselves after their financial aid is disbursed.

Using the ISBN number provided on the book list, you can find your textbooks online or at the Geneva College Bookstore [www.genevacollegeshop.com](http://www.genevacollegeshop.com). Please be advised that when you rent books through the Geneva College Bookstore website you must be cautious of and adhere to the strict deadlines for return; there are steep financial penalties for returning books late.

The department recommends that students obtain books for a course approximately one month prior to the first session. Not having the textbook is not a valid reason for missing assignments or turning in late work.

Learning objectives can only be met when students fully engage all of the materials that have been carefully selected for the course. Therefore, participation grades will be negatively affected when a student does not have the book(s) for the duration of the course. A lack of having read the materials in a course is obvious to instructors because assignments and assessments (quizzes, papers, postings, etc.) reveal the level of engagement with a text and its concepts. Therefore, a lack of having read any of these materials will negatively affect a student's grade in a course, even beyond the participation facets of the course.

Other important textbook information:

- The department recommends that students do not purchase all of the books for the MSLS program at one time; course content is updated regularly; therefore, the required texts change as well.
- The department will not change course texts less than 30 days prior to a class start date.
- Students should not sell a book after a class is completed until they are certain it will not be needed again; some books are used for multiple courses.

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### **MLS 505: History and Theory of Leadership**

Northouse, P. G. (2013). *Leadership: Theory and practice* (6<sup>th</sup> ed.). Los Angeles, CA: Sage.

ISBN-13: 978-1452203409

ISBN-10: 1452203407

Rost, J. C. (1993). *Leadership for the twenty-first century*. Westport, CT: Praeger.

ISBN-13: 978-0275946104

ISBN-10: 027594610X

Schein, E. H. (2009). *The corporate culture survival guide*. San Francisco, CA: Jossey-Bass.  
ISBN-13: 978-0470293713  
ISBN-10: 0470293713

*A Few Good Men* (Motion Picture)

### **MLS 510: Leadership and Communication**

Barrett, D. J. (2011). *Leadership communication* (3<sup>rd</sup> ed.). Boston, MA: McGraw-Hill/Irwin.  
ISBN-13: 978-0073377773  
ISBN-10: 0073377775

### **MLS 515: Leadership and Ethics**

Hill, A. (2008). *Just business: Christian ethics for the marketplace* (2<sup>nd</sup> ed.). Downers Grove, IL: InterVarsity Press.  
ISBN-13: 978-0830826766  
ISBN-10: 0830826769

Johnson, C. E. (2015). *Meeting the ethical challenges of leadership: Casting light or shadow* (5<sup>th</sup> ed.). Thousand Oaks, CA: Sage.  
ISBN-13: 978-1452259185  
ISBN-10: 1452259186

Wilkins, S. (2011). *Beyond bumper sticker ethics: An introduction to theories of right and wrong* (2<sup>nd</sup> ed.). Downers Grove, IL: InterVarsity Press.  
ISBN-13: 978-0830839360  
ISBN-10: 0830839364

### **MLS 520: Research Methods**

Berg, B. L., & Lune, H. (2012). *Qualitative research methods for the social sciences* (8<sup>th</sup> ed.). Boston: Pearson Education.  
ISBN-13: 978-0205809387  
ISBN-10: 0205809383

McCurdy, D. W., Spradley, J. P., & Shandy, D. J. (2005). *The cultural experience: Ethnography in complex society* (2<sup>nd</sup> ed.). Long Grove, IL: Waveland.

ISBN-13: 978-1577663645

ISBN-10: 1577663640

Schein, E. H. (2009). *The corporate culture survival guide*. San Francisco, CA: Jossey-Bass.

ISBN-13: 978-0470293713

ISBN-10: 0470293713

### **MLS 525: Leadership and Motivation**

Pink, D. H. (2011). *Drive: The surprising truth about what motivates us*. New York, NY: Riverhead Books.

ISBN-13: 978-1594484803

ISBN-10: 1594484805

Thomas, K. W. (2009). *Intrinsic motivation at work: What really drives employee engagement* (2<sup>nd</sup> ed.). San Francisco, CA: Berrett-Koehler.

ISBN-13: 978-1576755679

ISBN-10: 1576755673

Thomas, K. W., & Tymon, W. G., Jr. (2009). *Work engagement profile*. Mountain View, CA: CPP.

Order Profile Online: <https://www.cpp.com/en/detailitem.aspx?ic=4852>

### **MLS 530: Leadership and Organizational Change**

Oakley, E., & Krug, D. (1991). *Enlightened leadership: Getting to the heart of change*. New York, NY: Fireside.

ISBN-13: 978-0671866754

ISBN-10: 0671866753

Palmer, I., Dunford, R., & Akin, G. (2009). *Managing organizational change: A multiple perspectives approach* (2<sup>nd</sup> ed.). New York, NY: McGraw-Hill Irwin.

ISBN-13: 978-0073404998

ISBN-10: 0073404993

**MLS 535: Leadership and Decision Making**

Robbins, S. P. (2015). *Decide & conquer: The ultimate guide for improving your decision making*. (2<sup>nd</sup> ed.). Upper Saddle River, NJ: Pearson Education.

ISBN-13: 978-0133966732

ISBN-10: 0133966739

Saint, S., & Lawson, J. R. (1994). *Rules for reaching consensus: A modern approach to decision making*. San Francisco, CA: Jossey-Bass.

ISBN-13: 978-0893842567

ISBN-10: 0893842567

**MLS 540: Leadership and Finance**

Shoffner, H. G., Shelly, S., & Cooke, R. A. (2011). *Finance for Non-Financial Managers* (3<sup>rd</sup> ed.). New York, NY: McGraw-Hill.

ISBN-13: 978-0-07-174955-8

**MLS 550: Professional Development**

Covey, S. R., Merrill, A. R., & Merrill, R. R. (1995). *First things first*. New York, NY: Fireside.

ISBN-13: 978-0684802039

ISBN-10: 0684802031

Keirse, D., & Bates, M. (1984). *Please understand me: Character and temperament types*. Del Mar, CA: Prometheus Nemesis Book Company.

ISBN-13: 978-0960695409

ISBN-10: 0960695400

Student Leadership Practices Inventory: <http://www.studentleadershipchallenge.com/Assessments.aspx>

\*This online inventory will need to be completed in Session 5. It is a required resource for this course, and you will need to pay a small fee in order to access and complete the online, self-administered inventory.

**MLS 570: Mission, Vision, and Strategic Planning**

Epstein, M. J., & Yuthas, K. (2014). *Measuring and improving social impacts: A guide for non-profits, companies, and impact investors*. San Francisco, CA: Berrett-Koehler.

ISBN-13: 978-1609949778  
ISBN-10: 1609949773

Keller, T. (2012). *Center church: Doing balanced Gospel-centered ministry in your city*. Grand Rapids, MI: Zondervan.  
ISBN-13: 978-0310494188  
ISBN-10: 0310494184

Ludema, J. D., Whitney, D., Mohr, B. J., & Griffin, T. J. (2003). *The appreciative inquiry summit: A practitioner's guide for leading large-group change*. San Francisco, CA: Berrett-Koehler.  
ISBN-13: 978-1576752487  
ISBN-10: 1576752488

Schein, E. H. (2009). *The corporate culture survival guide*. San Francisco, CA: Jossey-Bass.  
ISBN-13: 978-0470293713  
ISBN-10: 0470293713

### **MLS 571: Preventing Ministry Failure**

Burns, B., Chapman, T. D., & Guthrie, D. C. (2013). *Resilient Ministry: What Pastors Told Us About Surviving and Thriving*. Downers Grove, IL: InterVarsity Press.  
ISBN-13: 978-0-8308-4103-5

Osborne, M. E. (2016). *Surviving Ministry: How to Weather the Storms of Church Leadership*. Eugene, OR: Wipf and Stock.  
ISBN-13: 978-1-4982-8028-0

Scazzero, P. (2006). *Emotionally Healthy Spirituality: It's Impossible to be Spiritually Mature, While Remaining Emotionally Immature*. Grand Rapids, MI: Zondervan.  
ISBN-13: 978-0-310-34246-5

Tripp, P. D. (2012). *Dangerous Calling: Confronting the Unique Challenges of Pastoral Ministry*. Wheaton, IL: Crossway.  
ISBN-13: 978-1-4335-4137-7

**MLS 572: Developing Leaders and Managing Resources in Ministry Leadership**

Collins, J. (2005). *Good to Great and the Social Sectors: A Monograph to Accompany Good to Great*. New York, NY: Harper Collins.  
ISBN-13: 978-0977326402  
ISBN-10: 0977326403

De Pree, M. (2001). *Called to Serve: Creating and Nurturing the Effective Volunteer Board*. Grand Rapids, MI: William B. Eerdmans Publishing Company.  
ISBN-13: 978-08028-49229  
ISBN-10: 0802849229

Greenleaf, R. K. (2008). *The Servant as Leader*. Westfield, IN: The Greenleaf Center for Servant Leadership.  
ISBN-13: 978-0982201220  
ISBN-10: 0982201222

Stanko, J. W. (2009). *Changing the Way We Do Church: 7 Steps to a Purposeful Reformation*. Pittsburgh, PA: Purpose Quest.  
ISBN-13: 978-1-633600430

Stanko, J. W. (2012). *The Price of Leadership: The Price You Must Pay to Be a Great Leader*. Mobile, AL: Evergreen Press.  
ISBN-13: 978-1581694284  
ISBN-10: 1581694288

Wourms, E., & Stahl-Wert, J. (2011). *The Serving Leader for the People of God*. Pittsburgh, PA: SHIP LLC.  
ISBN-13: 978-0-981896670  
ISBN-10: 0981896677

**MLS 580: Principles of Project Management**

Kogon K., Blakemore, S., & Wood, J. (2015). *Project management for the unofficial project manager*. Dallas, TX: BenBella Books.  
ISBN-13: 978-1941631102  
ISBN-10: 194163110X

Project Management Institute. (2013). *A guide to the project management body of knowledge (PMBOK guide)* (5<sup>th</sup> ed.). Newtown Square, PA: Project Management Institute.  
ISBN-13: 978-1935589679  
ISBN-10: 1935589679

### **MLS 581: Managing Risk**

Kendrick, T. (2015). *Identifying and Managing Project Risk: Essential Tools for Failure-Proofing Your Project* (3<sup>rd</sup> ed.). New York, NY: American Management Association.  
ISBN-13: 978-0-8144-3608-0  
ISBN-10: 0-8144-3608-0

Kogan K., Blakemore, S., & Wood, J. (2015). *Project Management for the Unofficial Project Manager*. Dallas, TX: BenBella Books.  
ISBN-13: 978-1-941631-10-2

Project Management Institute. (2013). *A Guide To The Project Management Body Of Knowledge: PMBOK Guide* (5<sup>th</sup> ed.). Newtown Square, PA: Project Management Institute.  
ISBN-13: 978-1-935589-67-9  
ISBN-10: 1935589679

### **MLS 582: Project Quality Assurance, Assessment, and Evaluation**

Mulcahy, R. (2015). *PMP Exam Prep* (8<sup>th</sup> ed.). Minnetonka, MN: RMC Publications.  
ISBN-13: 978-1932735659  
ISBN-10: 1932735658

Project Management Institute (PMI) Student Membership  
Purchase PMI Student Membership online:  
<http://marketplace.pmi.org/Pages/ProductDetail.aspx?GMProduct=00101041900>

### **MLS 604: Board Development**

Board Source. (2012). *The nonprofit board answer book: A practical guide for board members and chief executives* (3<sup>rd</sup> ed.). San Francisco, CA: Jossey-Bass.

ISBN-13: 978-1118096116

ISBN-10: 1118096118

**MLS 614: Nonprofit Fundraising**

Heyman, D. R. (2016). *Nonprofit fundraising 101: A practical guide with easy to implement ideas and tips from industry experts*. Hoboken, NJ: Wiley and Sons.

ISBN-13: 978-1119100461

ISBN-10: 1119100461

**MLS 624: Marketing for the Nonprofit Leader**

**MLS 634: Finance for the Nonprofit Leader**

**MLS 655: Capstone Leadership Studies Project**