

ADD, CHANGE OR DELETE UNIT, PROGRAM REQUIREMENTS, OR ACADEMIC POLICIES

Complete this form consistent with the instructions in Academic Policy 1622.20. Use the form to add, change, or delete a program or unit or to change program policies. Proposed additions and changes must be consistent with Academic Policies 1100.40 and 1621.10 and any other policies which apply.

SECTION I: Approvals

Department / Program Chair _____	Date Submitted _____	Graduate Council Chair _____	Date _____
College Dean _____	Date _____	Faculty Senate Chair _____	Date _____
Honors College Dean _____	Date _____	Provost _____	Date _____
Core Curriculum Committee _____	Date _____	Board of Trustees Approval/Notification Date _____	
University Course and Programs Committee _____	Date _____	Arkansas Higher Education Coordinating Board Approval/Notification Date _____	

SECTION II: Profile Data - Required Information and Name Change Information

Academic Unit: Major/Field of Study Minor Other Unit _____ Policy

Level: Undergraduate Graduate Law Effective Catalog Year **2008**

Current Name **Master of Education in Educational Administration**

College, School, Division **EDUC** Department Code **CIED**

Current Code (6 digit Alpha) **EDADME** Proposed Code (6 digit Alpha) **EDLEME**
Prior approval from the Office of the Registrar is required.

Interdisciplinary Program CIP Code **13.0401**
Prior assignment from Office of Institutional Research is required.

Proposed Name **Master of Education in Educational Leadership**
When a program name is changed, enrollment of current students reflects the new name.

SECTION III: Add a New Program/Unit

For new program proposals, complete Sections II and VII and use as a cover sheet for a full program proposal as described in 'Criteria and Procedures for Preparing Proposals for New Programs in Arkansas.' ADHE <<http://www.adhe.arknet.edu.aadept.html>>.

Program proposal uses courses offered by another academic college, and that college dean's office has been notified. The signature of the dean of that academic college is required here: _____

SECTION IV: Eliminate an Existing Program/Unit

Code/Name _____ Effective Catalog Year _____

No new students admitted to program after Term: Year: _____

Allow students in program to complete under this program until Term: Year: _____

SECTION V: Proposed Changes to an Existing Program or Program Policies

Insert here a statement of the exact changes to be made:

1. Change the name of the degree program from Educational Administration to Educational Leadership.

2. Amend the current program in Educational Administration through the creation of 4 new courses (EDLE 5043 Ethical Leadership, EDLE 5033 Psychology of Learning EDLE 5073 Research for School Leaders, and EDLE 5063 Instructional Leadership, Planning & Supervision); the substitution of 2 courses by merging key concepts of EDAD 599 School Finance -

Building Level into EDLE 5023 The School Principalship and merging content from EDAD 5063 School Personnel Administration & Supervision into EDLE 5023 The School Principalship and EDLE 5063 Instructional Leadership, Planning & Supervision); achieving the requirements of the college core in psychological foundations and research through the creation of 2 new EDLE courses; and the minor revision of 3 other courses.

Check if either of these boxes apply and provide the necessary signature:

- Program change proposal adds courses offered by another academic college, and that college dean's office has been notified. The signature of the dean of that academic college is required here: _____
- Program change proposal deletes courses offered by another academic college, and that college dean's office has been notified. The signature of the dean of that academic college is required here: _____

Check all the boxes that apply and complete the required sections of the form:

- Change of Name and Code (Complete only sections I, II, V and VII.)
- Change Course Requirements: (Complete all sections of the form except "Proposed Name" in II, section III, and section IV.)
- Change Delivery Site/Method (Complete all sections of the form except "Proposed Name" in II, section III, and section IV.)
- Change Total Hours (Complete all sections of the form except "Proposed Name" in II, section III, and section IV.)
- Change in Program Policies

SECTION VI: Justification

Justify this change and state its likely effect on any other degree program (including those outside the school or college). Identify any program or program components (other than courses) to be eliminated if this program is implemented. (Program and course change forms must also be submitted for such related changes.)

There should be no major impact on other degree programs due to the modification of the Masters program in Educational Administration. The College Core in Psychological Foundations and Research will be met through two new EDLE courses; EDLE 5033 Psychology of Learning and EDLE 5073 Research for School Leaders. This may result in a reduction in the number of educational administration students, approximately 15 percent, taking courses from the Educational Foundations program. The Masters program in Educational Administration has recently completed a lengthy review that included gathering input from nationally recognized outside consultants, practicing educational leaders throughout Arkansas, and a steering committee made up of various key constituents as well as faculty from other institutions of higher education in Arkansas that offer a master in educational leadership. These program changes incorporate that counsel in concert with best practice in the field for providing a rigorous and relevant program in the preparation of educational leaders.

SECTION VII: Catalog Text and Format

Insert the current catalog text which is to be changed, with proposed changes identified in Section V inserted and tracked in Microsoft Word. Because this form will not allow you to track changes automatically, please highlight all changes with the color yellow. Only changes explicitly stated in Section V will be considered for approval by the University Course and Programs Committee, the Graduate Council and the Faculty Senate. If you are proposing a new program, give proposed text with all of the elements listed below. If you are proposing modified text, include these elements as appropriate.

Include the following elements, in order, in the catalog text for proposed undergraduate program(s) or program changes:

- State complete major/program name
- Briefly define or describe the major/program or discipline.
- Identify typical career goals or paths for graduates. (Optional)
- State admission requirements (if any) for entry or entry into upper/advanced level of major/program.
- Identify location in catalog of university, college/school, and department/program requirements which the student must meet in addition to hours in the major, but do not restate these requirements.
- State course requirements in the major and any allied areas, giving number of hours and specific courses; specify electives or elective areas and give numbers of hours and courses in elective pools or categories; identify any other course requirements.
- State any other requirements (required GPA, internship, exit exam, project, thesis, etc.).
- Identify name and requirements for each concentration (if any).
- Specify whether a minor or other program component is allowed or required and provide details.
- State eight-semester plan requirements

For minors, state requirements in terms of hours, required courses, electives, etc.

For graduate program/units, include elements (as needed) parallel to those listed for undergraduate programs above.

For Law School program/units, prepare text consistent with current catalog style.

For centers, prepare text consistent with current catalog style.

Current Catalog Text

Carleton Holt

Program Coordinator

250 Graduate Education Building

479-575-5112

E-mail: cholt@uark.edu

<http://coehp.uark.edu/>

• Associate Professors Elliott, Holt

• Assistant Professor Kimbrell

• Visiting Assistant Professor Gooden

• Adjunct Assistant Professors Dickerson, Jones, Murry, Rollins,
Smith

• Executive-in-Residence Carnine

Degrees Conferred:

M.Ed. (EDAD)

Ed.S., Ed.D. (EDUC)

Certificates Conferred:

Arkansas Curriculum/Program Administrator (non-degree)
(ACPACG)

Building-Level Administration (non-degree) (PSBLGC)

District-Level Administration (non-degree) (PSDLGC)

Areas of Concentration: Graduate programs in Educational
Administration are designed to prepare qualified persons for a variety
of leadership roles. Areas of concentration include: 1) principalships
and other school-site administrative and supervisory positions; 2)
superintendents and other central administrative personnel; 3) federal
and state governmental positions in education; and 4) the educational
administration professoriate.

Primary Areas of Faculty Research: School bond elections;
school leadership; school board/community relations; academically
distressed schools; educational policy; school finance litigation;
school finance; effective schools; rural schools; data analysis; educational
research.

Prerequisites for Acceptance to the Graduate Certificate

Programs: Applicants must meet University requirements for admission
to the Graduate School as non-degree-seeking students. In addition,
to receive the graduate certificate in district-level administration,
applicants must have a valid teaching license, a master's degree, and a
valid building-level administration license.

Requirements for Building or District level Graduate

Certificates: 18 semester hours from the appropriate list of courses
with a grade-point average of 3.0:

Building-Level Administration (18 hours)

EDAD 5023 The School Principalship

EDAD 5053 School Law

EDAD 5093 Effective Leadership in School Settings

EDAD 574V Building-Level Internship (3 hours)

EDAD 599V Seminar: Analytical Decision Making (3 hours)

EDAD 599V Seminar: Building-Level School Finance (3 hours)

District-Level Administration (18 hours)

EDAD 6023 School Facilities Planning/Management

EDAD 6053 School-Community Relations

EDAD 6093 School Governance

EDAD 6103 School Finance

EDAD 6173 School Business Management

EDAD 674V District-Level Internship (3 hours)

Note: If the certificate candidate is an experienced and practicing
administrator at another administrative licensure level, the six
required courses may be reduced by one course for a total of 15 hours
past prerequisites. All certificate program of study courses must
be completed within five years before submission to the Arkansas
Department of Education.

Requirements for the Graduate Certificate in Curriculum/Program Administrator: To receive the graduate certificate in Curriculum/Program Administrator, students are required to have a valid teaching license and a master's degree. The program of study includes the following 15 hours of Educational Administration core courses that constitute the standards associated with that body of knowledge and the application of appropriate skills and dispositions to be a successful school administrator. All courses are required, but do not have to be completed in any particular order. Candidates may present acceptable course work for transfer credit by presenting official transcripts from an NCATE accredited and approved educational administration program of study, but a maximum of six hours of transfer work may be used to fulfill the requirements of the certificate. Candidates will complete required course projects and activities related to the area of specialization.

Educational Administration Courses

EDAD 5013 School Organization & Administration

EDAD 5063 School Personnel Administration & Supervision

EDAD 5093 Effective Leadership in School Settings

EDAD 599V Seminar: Analytical Decision-Making

EDAD 599V Seminar: School Building Finance

CIED 674V Internship in Specialty Area

Special Education Courses (15 hours)

CIED 532V Internship in Special Education

CIED 5733 Inclusive Practices for Diverse Populations

CIED 5783 Professional and Family Partnerships

CIED 5893 Organization/Administration of Special Education

CIED 6433 Legal Aspects of Special Education

Curriculum and Instruction (15 hours)

CIED 5423 Curriculum Reconstruction

CIED 5453 Evaluation Techniques

CIED 5613 Contemporary Issues in Education

CIED 6013 Curriculum Development

CIED 674V Internship

Prerequisites at the master's level may be required according to the candidate's area of specialization. A faculty representative from the area of specialization will make this determination at the time of admission.

Prerequisites for Acceptance to the M.Ed., Ed.,S., and Ed.D.

Programs: In addition to meeting University requirements for admission to the Graduate School, all candidates seeking admission to any educational administration program must complete program application procedures, which include submission of proof of a currently valid teaching certificate and three supporting letters of recommendation.

All educational specialist and doctoral applicants must submit a Miller Analogies or Graduate Record Examination score, an autobiographical sketch and writing sample, and evidence of a minimum of two years of professional experience. An interview with members of the educational administration faculty to demonstrate compatibility of program course offerings with the applicant's goals and interests is required.

Requirements for the Master of Education Degree: (Minimum 33 hours.) The master's degree in Educational Administration is designed primarily to provide professional preparation for students seeking administrative positions in elementary and secondary schools. The 33 graduate semester-hour program (or 27 hours and a thesis) includes a minimum of 24 graduate semester hours of course work in Educational Administration (including an internship), and 9 semester hours of required College of Education and Health Professions core courses.

Requirements for the Educational Specialist Degree: The specialist degree program in Educational Administration is designed primarily to provide professional preparation for students involved in school-site administration and those individuals who have districtwide administrative responsibilities.

The specialist degree program requires completion of a minimum of 30 graduate semester hours with the number of actual credit hours a function of the previous educational background of each student and his or her goals. This includes 15 semester hours in educational administration core courses, 6 semester hours of adviser-approved electives, 3 semester hours of district-level internship (or equivalent experience), 3 semester hours of a specialist project, and 3 semester hours in statistics or research. If not previously satisfied, all students must also complete 24 semester hours of prerequisite course work in educational administration and 9 semester hours of the College of Education and Health Professions common core.

Requirements for the Doctor of Education Degree: The doctor of education degree in educational administration requires the completion of a minimum of 96 graduate semester hours. Each student's program of study includes a minimum of 54 hours in educational administration (18 semester hours from a common doctoral core and satisfaction of M.Ed. and Ed.S. Educational Administration core courses or their equivalent), a minimum of 9 semester hours in courses outside of Educational Administration, 9 hours in research and statistics, and a minimum of 18 hours of dissertation.

Educational Leadership (EDLE)

EDAD 5013 School Organization and Administration (Irregular) Analysis of structure and organization of American public education; fundamental principles of school management and administration.

EDAD 5023 The School Principalship (Sp, Su) Duties and responsibilities of the public school building administrator; examination and analysis of problems, issues, and current trends in the theory and practice of the principalship.

EDAD 5053 School Law (Irregular) Legal aspects of public and private schooling; federal and state legislative statutes and judicial decisions, with emphasis upon Arkansas public education.

EDAD 5063 School Personnel Administration and Supervision (Irregular)

Principles, processes, and procedures of school personnel management, supervision, and staff development.

EDAD 5093 Effective Leadership in School Settings (Sp, Su, Fa) Strategic planning, group facilitation and decision making, organizational behavior and development, professional ethics and standards, principles of effective educational leadership.

EDAD 5163 Current Educational Issues (Irregular) Current problems, issues, and trends facing school administrators in Arkansas and the nation.

EDAD 574V Internship (Sp, Su, Fa) (1-6) Supervised in-school/district experiences individually designed to afford opportunities to apply previously-acquired knowledge and skills in administrative workplace settings. May be repeated for 3 hours.

EDAD 599V Seminar (Irregular) (1-6) May be repeated for 6 hours.

EDAD 600V Master's Thesis (Sp, Su, Fa) (1-6)

EDAD 6023 School Facilities Planning and Management (Irregular) School facilities planning, management, cost analysis, operations, and maintenance of the school plant.

EDAD 6053 School-Community Relations (Irregular) Community analysis, politics and education; power groups and influences; school issues and public responses; local policy development and implementation; effective communication and public relations strategies.

EDAD 605V Independent Study (Sp, Su, Fa) (1-3)

EDAD 6093 School District Governance: The Superintendency (Irregular)

Analysis of the organizational and governance structures of American public education at national, state, and local levels.

EDAD 6103 School Finance (Irregular) Principles, issues and problems of school funding formulae and fiscal allocations to school districts.

EDAD 6173 School Business Management (Irregular) Fiscal and resource management in public schools: budgeting, insurance, purchasing, and accounting.

EDAD 6333 Advanced Fiscal and Legal Issues in Education (Irregular) The examination and discussion of advanced legal and fiscal issues affecting public school education.

Prerequisite: advanced graduate standing.

EDAD 6503 Topics in Educational Research for School Administration

(Irregular) Application of educational research in the school setting by educational administrators. Emphasis placed on the use of state and local school or district data, data analysis, interpretation and reporting, hands-on experience with SPS, and the formal process of writing a research report. Prerequisite: advanced graduate standing.

EDAD 6523 Advanced Application of Educational Leadership (Irregular) A review of seminal and current works on leadership as applied to the educational setting. Provides knowledge of classic and contemporary strategies for leadership.

EDAD 6533 Educational Policy (Irregular) Examination of the research and theory related to the evolution of local, state, and federal governance and educational policy. Emphasis given to the consideration of procedures involving policy formulation, implementation, and analysis.

EDAD 6563 Educational Administration and Human Behavior (Irregular) Examination of research and theory related to the utilization of human resources with educational organizations.

EDAD 660V Workshop (Sp, Su, Fa) (1-6) May be repeated for 6 hours.

EDAD 674V Internship (Sp, Su, Fa) (1-6) May be repeated for 6 hours.

EDAD 680V Educational Specialist Project (Sp, Su, Fa) (1-6) An original project, research project, or report required of all Ed.S. Degree candidates. Prerequisite: admission to the Ed.S. program.

EDAD 690V Directed Readings in Educational Administration (Sp, Su, Fa) (1-3) Selected readings from classical books and authors in the field.

EDAD 699V Seminar (Irregular) (1-6) Prerequisite: advanced graduate standing. May be repeated for 6 hours.

EDAD700V Doctoral Dissertation (Sp, Su, Fa) (1-18) Prerequisite: candidacy

Proposed Catalog Text

Paul M. Hewitt

Program Coordinator

248 Graduate Education Building

479-575-2436

E-mail: phewitt@uark.edu

<http://coehp.uark.edu/>

- Associate Professors Elliott, Holt
- Assistant Professors Kimbrell, Pijanowski, Hewitt
- Visiting Assistant Professor Gooden
- Adjunct Assistant Professors Rollins, Smith
- Executive-in-Residence Carnine

Degrees Conferred:

M.Ed. (EDLE)

Ed.S., Ed.D. (EDLE)

Certificates Conferred:

Arkansas Curriculum/Program Administrator (non-degree) (ACPACG)

Building-Level Administration (non-degree) (PSBLGC)

District-Level Administration (non-degree) (PSDLGC)

Areas of Concentration: Graduate programs in Educational Leadership are designed to prepare qualified persons for a variety of leadership roles. Areas of concentration include: 1) principalships and other school-site administrative and supervisory positions; 2) superintendents and other central administrative personnel; 3) federal and state governmental positions in education; and 4) the educational leadership professoriate.

Primary Areas of Faculty Research: School bond elections; school leadership; school board/community relations; academically distressed schools; educational policy; ethics in educational administration; school finance litigation; school finance; effective schools; rural schools; data analysis; educational research.

Prerequisites for Acceptance to the Graduate Certificate

Programs: Applicants must meet University requirements for admission to the Graduate School as non-degree-seeking students. In addition, to receive the graduate certificate in district-level administration, applicants must have a valid teaching license, a master's degree, and a valid building-level administration license.

Requirements for Building or District level Graduate

Certificates: 30 semester hours from the appropriate list of courses with a grade-point average of 3.0:

Building-Level Leadership (30 hours)

EDLE 5013 School Organization & Administration
EDLE 5023 The School Principalship
EDLE 5033 Psychology of Learning
EDLE 5043 Ethical Leadership
EDLE 5053 School Law
EDLE 5063 Instructional Leadership, Planning, & Supervision
EDLE 5073 Research for School Leaders
EDLE 5083 Analytical Decision Making
EDLE 5093 Effective Leadership for School Improvement
EDLE 574V Building-Level Internship

District-Level Leadership (18 hours)
EDLE 6023 School Facilities Planning/Management
EDLE 6053 School-Community Relations
EDLE 6093 School Governance
EDLE 6103 School Finance

EDLE 6173 School Business Management
EDLE 674V District-Level Internship (3 hours)

Note: If the certificate candidate is an experienced and practicing administrator at another administrative licensure level, the six required courses may be reduced by one course for a total of 15 hours past prerequisites. All certificate program of study courses must be completed within five years before submission to the Arkansas Department of Education.

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CIED 5783 Professional and Family Partnerships
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CIED 674V Internship

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Educational Leadership (EDLE)

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EDLE 5053 School Law (Irregular) Legal aspects of public and private schooling; federal and state legislative statutes and judicial decisions, with emphasis upon Arkansas public education.

EDLE 5063 Instructional Leadership, Planning, & Supervision

A focus on school improvement through data analysis, educational plan development, in-service, monitoring and staff supervision

EDLE 5093 Effective Leadership in School Settings (Sp, Su, Fa) Strategic planning, group facilitation and decision making, organizational behavior and development, professional ethics and standards, principles of effective educational leadership.

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EDLE 6093 School District Governance: The Superintendency (Irregular)
Analysis of the organizational and governance structures of American public education at national, state, and local levels.
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EDLE 6173 School Business Management (Irregular) Fiscal and resource management in public schools: budgeting, insurance, purchasing, and accounting.
EDLE 6333 Advanced Fiscal and Legal Issues in Education (Irregular) The examination and discussion of advanced legal and fiscal issues affecting public school education.
Prerequisite: advanced graduate standing.
EDLE 6503 Topics in Educational Research for School Administration (Irregular) Application of educational research in the school setting by educational administrators. Emphasis placed on the use of state and local school or district data, data analysis, interpretation and reporting, hands-on experience with SPS, and the formal process of writing a research report. Prerequisite: advanced graduate standing.
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EDLE 6563 Educational Administration and Human Behavior (Irregular)
Examination of research and theory related to the utilization of human resources with educational organizations.
EDLE 660V Workshop (Sp, Su, Fa) (1-6) May be repeated for 6 hours.
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EDLE 699V Seminar (Irregular) (1-6) Prerequisite: advanced graduate standing. May be repeated for 6 hours.
EDLE 700V Doctoral Dissertation (Sp, Su, Fa) (1-18) Prerequisite: candidacy

SECTION VIII: Action Recorded by Registrar's Office

PROGRAM INVENTORY/DARS

PGRM _____ SUBJ _____ CIP _____ CRTS _____

DGRE _____ PGCT _____ OFFC&CRTY VALID _____

REPORTING CODES

PROG. DEF. _____

REQ. DEF. _____

Initials _____ Date _____

Distribution

Notification to:

(1) College
(7) Treasurer

(2) Department
(8) Undergraduate Program Committee

(3) Admissions

(4) Institutional Research

(5) Continuing Education

(6) Graduate School

5/1/07