

KENT STATE UNIVERSITY CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date **14-Apr-16** Curriculum Bulletin _____
 Effective Date **Fall 2016** Approved by EPC _____

Department **Foundations, Leadership and Administration**
 College **EH - Education, Health and Human Services**
 Degree **EDS - Educational Specialist**
 Program Name **Educational Administration-K-12 Leadership** Program Banner Code **EAKL**
 Concentration(s) _____ Concentration(s) Banner Code(s) _____
 Proposal **Offer program at another campus or off site**

Description of proposal:

The intent is to offer the existing EDS (and Principial Licensure) Educational Administration K-12 Leadership major at the following off-campus sites in Ohio: Stow-Munroe Falls Board Office and East Central Ohio Educational Service Center. The proposed program is identical to the the one approved and offered on the Kent Campus.

Does proposed revision change program's total credit hours? Yes No
 Current total credit hours: **30** Proposed total credit hours **30**

Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and staffing considerations; need; audience; prerequisites; teacher education licensure):

Due to state mandates, new school report cards, and state evaluation processes, there is a growing need to provide candidates with collaborative spaces to address long-term achievement gap concerns, especially for children from marginalized populations. There is a growing need to offer courses to candidates opportunities to work with surrounding school districts in an effort to make systemic change that improves student learning for all children. The requirements for each of these cohorts will align with current academic requirements/admission requirements in addition to written responses to questions centered on promoting social justice and equity in schools and letters of recommendation from school leaders, teachers, colleagues, families, students, and community organizational members. Candidates will work toward earning a principal licensure.

Units consulted (other departments, programs or campuses affected by this proposal):

None

REQUIRED ENDORSEMENTS

Kenneth J. Salmond _____ 4/20/16
 Department Chair / School Director

 Campus Dean (for Regional Campuses proposals) _____

Catherine A. Hanz _____ 4/22/16
 College Dean (or designee)

Natasha J. White _____ 4/26/16
 Dean of Graduate Studies (for graduate proposals)

Traci _____ 6 May 2016
 Senior Vice President for Academic Affairs or Provost (or designee)

KENT STATE UNIVERSITY CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date **14-Apr-16** Curriculum Bulletin _____
 Effective Date **Fall 2016** Approved by EPC _____

Department **Foundations, Leadership and Administration**
 College **EH - Education, Health and Human Services**
 Degree **MED - Master of Education**
 Program Name **Educational Administration-K-12 Leadership** Program Banner Code **EAKL**
 Concentration(s) _____ Concentration(s) Banner Code(s) _____
 Proposal **Offer program at another campus or off site**

Description of proposal:

The intent is to offer the existing MED (and Principal Licensure) Educational Administration K-12 Leadership major at the following off-campus sites in Ohio: Stow-Munroe Falls Board Office and East Central Ohio Educational Service Center. The proposed program is identical to the the one approved and offered on the Kent Campus.

Does proposed revision change program's total credit hours? Yes No
 Current total credit hours: **33** Proposed total credit hours **33**

Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and staffing considerations; need; audience; prerequisites; teacher education licensure):

Due to state mandates, new school report cards, and state evaluation processes, there is a growing need to provide candidates with collaborative spaces to address long-term achievement gap concerns, especially for children from marginalized populations. There is a growing need to offer courses to candidates opportunities to work with surrounding school districts in an effort to make systemic change that improves student learning for all children. The requirements for each of these cohorts will align with current academic requirements/admission requirements in addition to written responses to questions centered on promoting social justice and equity in schools and letters of recommendation from school leaders, teachers, colleagues, families, students, and community organizational members. Candidates will work toward earning a principal licensure.

Units consulted (other departments, programs or campuses affected by this proposal):
None

REQUIRED ENDORSEMENTS

Kathryn S. L... _____ 4/20/16
 Department Chair / School Director

 Campus Dean (for Regional Campuses proposals) _____

Cecilia E. ... _____ 4/22/16
 College Dean (or designee)

Michelle ... _____ 4/26/16
 Dean of Graduate Studies (for graduate proposals)

[Signature] _____ 6 May 2016
 Senior Vice President for Academic Affairs or Provost (or designee)



Board of Regents
University System of Ohio

John R. Kasich, Governor
John Carey, Chancellor

Change Request: Program Delivery at a New Off-Campus Site

This form needs to be submitted if you intend to deliver 50 percent or more of the requirements (excluding general education, internships, clinical practicum, field experiences, student teaching) of an existing, approved degree program(s) at an off-campus site that Kent State has never offered programming before and, therefore, has not yet been approved by the Ohio Board of Regents and the Higher Learning Commission. If you are requesting authorization to deliver the program(s) at multiple off-site locations, complete and submit a separate form for each site. Once approved by the respective college, the proposal needs to be submitted electronically (in Word, not PDF) to Therese Tillett, Office of Curriculum Services, for review and provost approval before being sent to the Ohio Board of Regents.

Date of submission: April 13, 2016

Name of institution: Kent State University

Course Delivery Site: Stow-Munroe Falls Board Office
4350 Allen Rd.
Stow, OH 44224

Program(s) to be delivered at the site: Educational Administration K-12 Leadership (M.Ed., Ed.S. and Principal Licensure)

Proposed start date: Fall 2016

Date that the request received final approval from the appropriate institutional committee: School of Foundations, Leadership and Administration Curriculum Committee: April 18, 2016; College of Education, Health and Human Services Curriculum Committee: April 22, 2016

Primary institutional contact for the request:

Name: Therese E. Tillett

Title: Executive Director of Curriculum Services
Office of the Provost

Phone number: 330-672-8558

E-mail: ttillet1@kent.edu

Educator Preparation Programs:

Leads to licensure: Yes

Leads to endorsement: No

Briefly describe the rationale for opening the new site and the programs to be offered at the new site. In your response, indicate whether the program(s) to be offered at the site will be time limited or ongoing.

The Educational Administration K-12 Leadership program (EDAD) will offer a regional cohort beginning August 2016, at Stow-Munroe Falls Board of Education Office due to student demands to offer more geographically convenient sites for their graduate studies. The cohorts will be ongoing. This proposed program is identical to that which has been approved and offered on the main campus and in various other cohorts over the past few years. The only difference is that we are proposing a new site. The same admission policies and procedures and academic standards will apply to the additional locations. Students will have full access to campus resources, such as graduate student services, IT and library. Full and part-time approved faculty will be engaged to teach in the program.

NOTE: Sections 1, 2 and part of 5 of this document have been replaced by the substantive change application submitted to the Higher Learning Commission (APPENDIX A).

SECTION 3: PROGRAM INFORMATION

Using the chart below, please list the degree(s)/program(s) that will be offered at the site. If general education courses are being added as part of this request, include that as a separate program area. Include a list of the courses available on-site in each degree/program area as an Appendix B

Title of Degree/Major or Program Component	Full Program Available On-Site	Partial Program Available On-Site	Comments for Chancellor's Staff
Master of Education (MEd) degree in Educational Administration – K-12 Leadership	✓		All required courses will be offered at the additional location. The same courses will also be offered on the main campus.
Educational Specialist (EdS) degree in Educational Administration – K-12 Leadership		✓	All required courses will be offered at the additional location. The same courses will be offered on the main campus. If the candidate is interested in taking other electives, the candidate may take those courses on the main campus.
Principal Licensure (no degree) in Educational Administration – K-12 Leadership	✓		All required courses for licensure will be offered at the additional location. The same courses will also be offered on the main campus.

Indicate whether alternative delivery options are available for the program(s) at the proposed site and indicate whether this is different from the delivery option used for the approved program: NA

	Available	Currently Used in the Approved Program
Accelerated		
Hybrid/blended		
Online		

SECTION 4: FACULTY

Complete a faculty matrix for each program, including general education (if applicable), being offered at the site. A faculty member must be identified for each course to be taught at the site during the first two years of operation. If a faculty member has not yet been identified for a course, indicate that as an “open position” and describe the necessary qualifications in the matrix. If a faculty member will teach in more than one program, include the faculty member in each program matrix. A copy of each faculty member’s CV must be included as Appendix C.

Instructor and rank	Full / part time	Degree titles, institution, year	Years teaching in discipline	Additional Expertise	Course(s) instructor will teach in the proposed program	Number of courses taught yearly at all locations
Rosemary Gornik Assistant Professor NTT	FT	PhD, Kent State University, 2003	42	Principal, Curriculum Director, Executive Director of Instruction, Assistant Superintendent, Superintendent	EDAD 6/76492 Internship in Educational Administration EDAD 6/76525 The Educational Principalship EDAD 6/76526 Fundamentals of Educational Administration EDAD 6/76529 Leading for Social Justice EDAD 6/76595 ST: Administrator’s Role in Curriculum and Instructional Leadership EDAD 6/76538 Administration of School Culture, Politics and Reform EDAD6/76544 Community Relations and Communication Skills	7
Christa Boske Associate Professor Tenured	FT	PhD, Northern Illinois University, 2006	18 years (K-12) 9 years (higher education)	Dean, Assistant Principal, Principal, Coordinator, Director in Central Office	EDAD 6/76526 Fundamentals of Educational Administration EDAD 6/76529 Leading for Social Justice EDAD 6/76531 Administrators Role in Curriculum and Instructional Leadership EDAD 6/76538 Culture, Politics and Reform	6

					EDAD 6/76595 ST: Culturally Responsive Leadership	
Paula Snyder Instructor	PT	PhD, Kent State University, 2008	22	Superintendent, Director of Human Resources	EDAD 6/76517 Administration and Supervision of Special Education EDAD 6/76520 School Law for Teachers and Principals EDAD 6/76527 School Finance for Building Administrators EDAD 6/76542 Principles and Techniques of Supervision	4
Valerie Riedthaler Instructor	PT	PhD, Kent State University, 2008		Director of Special Education	EDAD 6/76517 Administration and Supervision of Special Education EDAD 6/76520 School Law for Teachers and Principals EDAD 6/76527 School Finance for Building Administrators EDAD 6/76542 Principles and Techniques of Supervision	4
Tricia Niesz Associate Professor	FT	PhD, University of Pennsylvania, 2003	13		EVAL 65511 Research in Educational Services	4

Describe future faculty staffing plans for the site. In your response, include a description of the institution’s plans, if any, for adding courses and faculty after the initial two years of operation, and a description of the plans to add faculty in response to increases in student enrollment.

We will request the hiring of faculty and staff to the Dean if there is an increase in enrollment that aligns with the request.

SECTION 5: MARKET/WORKFORCE NEED

Indicate the projected enrollments for the program(s) over the next three years.

	2016–2017	2017–2018	2018–2019
Projected Enrollment	25	25	25

Indicate whether any other institution within a 30-mile radius of your institution currently offers the program(s). If so, list the institutions that offer the program(s) within this radius.

Youngstown State University and Ashland University

APPENDICES

Appendix Description

- A Higher Learning Commission Substantive Change Application for Additional Locations
- B List of Courses To Be Offered at the Off-Campus Site
- C Faculty Curriculum Vitae

Kent State University is committed to continual support of the delivery of the MEd and EdS degrees in Educational Administration–K-12 Leadership at Stow-Munroe Falls Board of Education Office. If Kent State decides in the future to close the site, the university will provide the necessary resources and means for matriculated students in the program to complete their degree.

Kent State University verifies that the information in the application is truthful and accurate.

Respectfully,

Todd A. Diacon
Provost and Senior Vice President for Academic Affairs
Kent State University

APPENDIX B
LIST OF COURSES TO BE OFFERED AT OFF-CAMPUS SITE

Educational Administration - K-12 Leadership M.Ed./Ed.S.

PROGRAM REQUIREMENTS (33 credits)		
Course	Title	Credits
EVAL 65511	Research in Educational Services (3)	3
Choose from the following (27 credits for EDS; 30 credits for MED):		27-30
EDAD 6/76492	Internship in Educational Administration (3-6)	
EDAD 6/76517	Administration and Supervision of Special Education (3)	
EDAD 6/76520	School Law for Teachers and Principals (3)	
EDAD 6/76525	The Educational Principalship (3)	
EDAD 6/76526	Fundamentals of Educational Administration (3)	
EDAD 6/76527	School Finance for Building Administrators (3)	
EDAD 6/76529	Leading for Social Justice (3)	
EDAD 6/76538	Administration of School Culture, Politics and Reform (3)	
EDAD 6/76542	Principles and Techniques of Supervision (3)	
EDAD 6/76544	Community Relations and Communication Skills (3)	
EDAD 6/76595	ST: Culturally Responsive Leadership (3)	
EDAD 6/76595	ST: Administrator's Role in Curriculum/Instructional Leadership (3) [PERMANENT COURSE IN 2017]	
(30 total credits for EDS/33 total credits for MED)		TOTAL 30-33

Principal License

PROGRAM REQUIREMENTS (33 credits)		
Course	Title	Credits
EVAL 65511	Research in Educational Services	3
EDAD 6/76492	Internship in Educational Administration	3
EDAD 6/76517	Administration and Supervision of Special Education	3
EDAD 6/76520	School Law for Teachers and Principals	3
EDAD 6/76525	The Educational Principalship	3
EDAD 6/76526	Fundamentals of Educational Administration	3
EDAD 6/76527	School Finance for Building Administrators	3
EDAD 6/76529	Leading for Social Justice	3
EDAD 6/76538	Administration of School Culture, Politics and Reform	3
EDAD 6/76542	Principles and Techniques of Supervision	3
EDAD 6/76544	Community Relations and Communication Skills	3
EDAD 6/76595	ST: Culturally Responsive Leadership	3
EDAD 6/76595	ST: Administrator's Role in Curriculum and Instructional Leadership	3
		TOTAL 39


Board of Regents

University System of Ohio

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Date of submission: April 13, 2016

Name of institution: Kent State University

Course Delivery Site: East Central Ohio Educational Service Center
834 East High Avenue
New Philadelphia, OH 44663

Program(s) to be delivered at the site: Educational Administration K-12 Leadership (M.Ed., Ed.S. and Principal Licensure)

Proposed start date: Fall 2016

Date that the request received final approval from the appropriate institutional committee: School of Foundations, Leadership and Administration Curriculum Committee: April 18, 2016; College of Education, Health and Human Services Curriculum Committee: April 22, 2016

Primary institutional contact for the request:

Name:	Therese E. Tillett
Title:	Executive Director of Curriculum Services Office of the Provost
Phone number:	330-672-8558
E-mail:	ttillet1@kent.edu

Educator Preparation Programs:

Leads to licensure:	Yes
Leads to endorsement:	No

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Christa Boske Associate Professor Tenured	FT	PhD, Northern Illinois University, 2006	18 years (K-12) 9 years (higher education)	Dean, Assistant Principal, Principal, Coordinator, Director in Central Office	EDAD 6/76526 Fundamentals of Educational Administration EDAD 6/76529 Leading for Social Justice EDAD 6/76531 Instructional Leadership EDAD 6/76536 Administrator’s Role in Curriculum Development	6

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Youngstown State University and Ashland University

APPENDICES

Appendix	Description
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- | | |
|---|--|
| A | Higher Learning Commission Substantive Change Application for Additional Locations |
| B | List of Courses To Be Offered at the Off-Campus Site |
| C | Faculty Curriculum Vitae |

Kent State University is committed to continual support of the delivery of the MEd and EdS degrees in Educational Administration–K-12 Leadership at East Central Ohio Educational Service Center. If Kent State decides in the future to close the site, the university will provide the necessary resources and means for matriculated students in the program to complete their degree.

Kent State University verifies that the information in the application is truthful and accurate.

Respectfully,

Todd A. Diacon
 Provost and Senior Vice President for Academic Affairs
 Kent State University

APPENDIX B
LIST OF COURSES TO BE OFFERED AT OFF-CAMPUS SITE

Educational Administration - K-12 Leadership M.Ed./Ed.S.

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EDAD 6/76526	Fundamentals of Educational Administration (3)	
EDAD 6/76527	School Finance for Building Administrators (3)	
EDAD 6/76529	Leading for Social Justice (3)	
EDAD 6/76531	Instructional Leadership (3)	
EDAD 6/76536	Administrator's Role in Curriculum Development (3)	
EDAD 6/76538	Administration of School Culture, Politics and Reform (3)	
EDAD 6/76542	Principles and Techniques of Supervision (3)	
EDAD 6/76544	Community Relations and Communication Skills (3)	
EDAD 6/76595	ST: Culturally Responsive Leadership (3)	
(30 total credits for EDS/33 total credits for MED)		TOTAL 30-33

Principal License

PROGRAM REQUIREMENTS (33 credits)		
Course	Title	Credits
EVAL 65511	Research in Educational Services	3
EDAD 6/76492	Internship in Educational Administration	3
EDAD 6/76520	School Law for Teachers and Principals	3
EDAD 6/76525	The Educational Principalship	3
EDAD 6/76526	Fundamentals of Educational Administration	3
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EDAD 6/76538	Administration of School Culture, Politics and Reform	3
EDAD 6/76542	Principles and Techniques of Supervision	3
EDAD 6/76517	Administration and Supervision of Special Education	3
EDAD 6/76544	Community Relations and Communication Skills	3
EDAD 6/76595	ST: Culturally Responsive Leadership	3
		TOTAL 42