

Program Change Request

Date Submitted: 06/13/16 3:42 pm

Viewing: **PSBLMC : Building-Level Administration Post Master's Certificate**

Last approved: 06/09/16 9:51 am

Last edit: 06/15/16 3:50 pm

Changes proposed by: **egbengts**

In Workflow

1. **EDUC Dean Initial**
2. **GRAD Dean Initial**
3. **Provost Initial**
4. **Director of Program Assessment and Review**
5. **Registrar Initial**
6. **Institutional Research**
7. **CIED Chair**
8. **EDUC Curriculum Committee**
9. **EDUC Faculty**
10. **EDUC Dean**
11. **Global Campus**
12. **Provost Review**
13. **University Course and Program Committee**
14. Graduate Committee
15. Faculty Senate
16. Provost Final
17. Provost's Office-- Documentation sent to System Office
18. Higher Learning Commission
19. Board of Trustees
20. ADHE Final
21. Provost's Office-- Notification of Approval
22. Registrar Final
23. Catalog Editor Final

Approval Path

1. 06/14/16 8:52 am
jpenner: Approved for
EDUC Dean Initial
2. 06/14/16 9:01 am
pkoski: Approved for
GRAD Dean Initial
3. 06/14/16 10:14 am
tmartin: Approved for
Provost Initial
4. 06/15/16 3:51 pm
agriffin: Approved for
Director of Program
Assessment and
Review
5. 06/15/16 4:14 pm
lkulcza: Approved for
Registrar Initial
6. 06/15/16 4:17 pm
ggunderm: Approved
for Institutional
Research
7. 06/16/16 8:23 am
mkd03: Approved for
CIED Chair
8. 09/07/16 2:20 pm
jpenner: Approved for
EDUC Curriculum
Committee
9. 09/07/16 3:26 pm
jpenner: Approved for
EDUC Faculty
10. 09/07/16 3:28 pm
jpenner: Approved for
EDUC Dean
11. 09/08/16 5:44 pm
pritchey: Approved
for Global Campus
12. 09/09/16 2:05 pm
tmartin: Approved for
Provost Review

History

1. Aug 14, 2014 by crsleaf1
2. Aug 15, 2014 by crsleaf1
3. Feb 18, 2015 by calison
4. Feb 18, 2015 by calison
5. Jun 9, 2016 by lkulcza
6. Jun 9, 2016 by lkulcza
7. Jun 9, 2016 by lkulcza

Catalog Pages Using
this Program

[Educational Leadership \(EDLE\)](#)

Submitter:	User ID: crsleaf1 Phone: 575-6731
Academic Level	Graduate
Select a reason for the proposed change:	Requesting Approval to Offer an Existing Certificate or Degree via Distance Technology—(LON 13)
Program Status	Active
Academic Unit	Certificate
Effective Catalog Year	Fall 2017 2014
College, School, Division	College of Education and Health Professions (EDUC)
Department Code	Department of Curriculum and Instruction (CIED)
Program Code	PSBLMC
Degree	Post Master's Certificate
CIP Code	13.0404 - Educational, Instructional, and Curriculum Supervision.
Program Title	Building-Level Administration Post Master's Certificate
Method of Delivery	On-line/Web-based On-Campus
On-line/Web-based Information	

Reason for offering Web-based Program:	The PSBLMC program is embedded in the curriculum of the M.E. in Educational Leadership program (EDLEME) which has been approved for online delivery and is currently active as an online degree program. A vast majority of EDLEME students also become licensed as school administrators as the coursework required for the PSBLMC program are also required for the EDLEME. Since the EDLEME program has been approved for online delivery previously, the PSBLMC program should meet the requirements for approval for online delivery.
Maximum Class Size for Web-based Courses:	20
Web-based Delivery Method:	Online
Web-based Interaction Method:	Other
Specify Other Interaction Methods:	The PSBLMC program courses use the following interaction methods: -Collaborate (a webcam program that allows for synchronous interaction during class and work sessions) -electronic discussion boards -chat -e-mail -telephone The Collaborate sessions and the electronic discussion boards are the predominate interaction methods.
Percentage Online:	100%
On Campus Component:	No
Provide a List of Services Supplied by Consortia Partners or Outsourced Organization:	N/A
Estimate Costs of the Program over the First 3 Years:	\$0.00
List Courses Taught by Adjunct Faculty:	
Uploaded MoU Forms:	
Is this program interdisciplinary or	No

use courses from another College?

Does this change the total hours needed to complete the program? No

Program Requirements, Description and 8-Semester Plan

Requirements for the Building-Level Administration Certificate

EDLE 5013	School Organization and Administration (Odd years, Su) (Fa)	3
EDLE 5023	The School Principalship (Sp, Su)	3
EDLE 5043	Leadership Ethics (Odd years, Su) (Fa)	3
EDLE 5053	School Law (Odd years, Su) (Fa)	3
EDLE 5063	Instructional Leadership, Planning, and Supervision (Odd years, Su) (Fa)	3
EDLE 5083	Analytical Decision-Making (Sp) (Even years, Su)	3
EDLE 5093	Effective Leadership for School Improvement (Sp, Su)	3
EDLE 574V	Internship (Sp, Su, Fa)	3
Total Hours		24

Are Similar Programs available in the area? No

Estimated Student Demand for Program: 20 ~~NA~~

Scheduled Program Review Date: 2019 ~~NA~~

Program Goals and Objectives: **The Goals of the Building-Level Administration Post Master's Certificate (PSBLMC) program is to produce effective and dynamic building-level leaders to work as assistant principals and principals. Through the delivery of courses that target critical areas aligned with the professional educational leadership standards and providing an intensive internship experience, the PSBLMC program provides in-depth classroom and practicum experiences that assist students in the development of the appropriate leadership knowledge, skills, and abilities. ~~NA~~**

Learning Outcomes: **All EDLE students in the PSBLMC program are required to complete course significant activities with matching rubrics to meet required ELCC SPA standards for CAEP accreditation. These are identified in each course syllabus. An intensive 6 month internship under both elementary and secondary building -level administrators/mentor is required. To be licensed**

by the Arkansas Department of Education as a building-level administrator, the student must successfully complete a culminating portfolio defense demonstrating their readiness for building-level leadership before a portfolio committee comprised of three EDLE faculty and two licensed building-level practicing administrators prior to taking the national SLLA school leader's test. NA

Description and justification of the request:

The Educational Leadership program is requesting approval for using distance technology for delivering the Building-Level Administration Post Master's Certificate The justification for offering the Building-Level Administration Post Master's Certificate program by distance technology is that each and every course required by the certificate is already being required as part of the Master's of Education in Educational Leadership Degree Program which has already been approved for delivery using distance technology.

Program reviewer comments

agriffin (06/15/16 1:08 pm): Uploaded revised LON with permission from submitter.

agriffin (06/15/16 3:50 pm): Inserted maximum class size of 20 to LON, item 14. Also added approval dates to signature lines.

Uploaded attachments:

[Appendix PSBLMC Syllabi-combined.pdf](#)
[PSBLMC - Distance Tech - Ltr of Notification .docx](#)