

## New Program Proposal

Date Submitted: 09/21/18 11:31 am

Viewing: **CCEME : Community College**

## Leadership, Master of Education

Last edit: 09/27/18 8:08 am

Changes proposed by: hevel

Submitter:	User ID:	hevel	Phone:
5-4924			
Program Status	Active		
Academic Level	Graduate		
Type of proposal	Major/Field of Study		
Select a reason for this new program	Adding New Certificate or Degree--(LOI 1, Proposal-1)		
Are you adding a concentration?	No		
Are you adding a track?	No		
Are you adding a focused study?	No		
Effective Catalog Year	Fall 2019		
College/School Code	College of Education and Health Professions(EDUC)		
Department Code	Department of Rehabilitation, Human Resources, and Communication Disorders(RHRC)		
Program Code	CCEME		
Degree	Master of Education		
CIP Code			

### 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. RHRC Chair
8. EDUC Curriculum Committee
9. EDUC Faculty
10. EDUC Dean
11. Global Campus
12. Dean of University Libraries
13. Provost Review
14. University Course and Program Committee
15. Graduate Committee
16. Faculty Senate
17. Provost Final
18. Provost's Office-- Documentation sent to System Office
19. Higher Learning Commission
20. Board of Trustees
21. ADHE Initial
22. ADHE Final
23. Provost's Office-- Notification of Approval
24. Registrar Final

## Approval Path

1. 09/21/18 11:35 am  
Ketevan  
Mamiseishvili  
(kmamisei):  
Approved for EDUC  
Dean Initial
2. 09/21/18 11:40 am  
Pat Koski (pkoski):  
Approved for GRAD  
Dean Initial
3. 09/21/18 12:13 pm  
Terry Martin  
(tmartin): Rollback  
to EDUC Dean Initial  
for Provost Initial
4. 09/21/18 1:11 pm  
Ketevan  
Mamiseishvili  
(kmamisei):  
Approved for EDUC  
Dean Initial
5. 09/21/18 1:30 pm  
Pat Koski (pkoski):  
Approved for GRAD  
Dean Initial
6. 09/26/18 8:30 am  
Terry Martin  
(tmartin): Approved  
for Provost Initial
7. 09/27/18 8:08 am  
Alice Griffin  
(agriffin): Approved  
for Director of  
Program  
Assessment and  
Review

8. 09/27/18 3:55 pm  
Lisa Kulczak  
(lkulcza): Approved  
for Registrar Initial
9. 09/28/18 8:35 am  
Gary Gunderman  
(ggunderm):  
Approved for  
Institutional  
Research
10. 09/28/18 8:45 am  
Michael Hevel  
(hevel): Approved  
for RHRC Chair
11. 10/03/18 4:46 pm  
Ketevan  
Mamiseishvili  
(kmamisei):  
Approved for EDUC  
Curriculum  
Committee
12. 10/03/18 4:51 pm  
Ketevan  
Mamiseishvili  
(kmamisei):  
Approved for EDUC  
Faculty
13. 10/03/18 4:54 pm  
Ketevan  
Mamiseishvili  
(kmamisei):  
Approved for EDUC  
Dean
14. 10/05/18 4:11 pm  
Miran Kang (kang):  
Approved for Global  
Campus

13.0407 - Community College Education.

Program Title

## Community College Leadership, Master of Education

## Program Delivery

## Method

Online/Web-based

Is this program interdisciplinary?

No

Does this proposal impact any courses from another College/School?

No

What are the total 33  
hours needed to  
complete the  
program?

## On-line/Web-based Information

---

## Reason for offering

## Web-based Program

Students in this program will likely be full-time professionals in the community colleges in the state and neighboring region. The program needs to be offered online to allow them to complete the degree requirements while working full-time.

Maximum Class Size 20

## for Web-based

## Courses

Course delivery  
mode

<b>Method(s)</b>
Online

Class interaction  
mode

<b>Method(s):</b>
Electronic Bulletin Boards

## Percent Online

100% with No Required Campus Component

Provide a List of  
Services Supplied by  
Consortia Partners or

Outsourced  
Organization  
N/A

Estimate Costs of the 0  
Program over the  
First 3 Years

List Courses Taught  
by Adjunct Faculty

Upload  
Memorandum of  
Understanding Forms  
(if required)

## Program Requirements and Description

---

### Requirements

The Master of Education in Community College Leadership is an online 33-hour graduate program targeting individuals who work in community colleges and seek to build their content expertise and improve their career mobility. The overall goal of this program is to improve the preparation of community college employees that will correspondingly improve these institutions. The program is designed for individuals with a bachelor's degree and at least some experience working at a community college. Additionally, most students will bring a deep belief in the potential of community colleges to educate individuals and improve local communities.

#### Admission Requirements:

Applicants must meet all requirements for admission to the University of Arkansas Graduate School, except the standardized test score requirement. In addition, applicants must have significant experiences with and preferably current employment at a community college. Applicants will be required to complete a Community College Leadership Program application form and submit two professional references, a résumé, and a statement of interest.

#### Program Requirements:

In addition to completing 33 hours of coursework, all students in the Master of Education in Community College Leadership program are required to complete a written comprehensive examination. The examination will be embedded within CCLE 5103 Critical Issues in Community Colleges. Courses are offered online in an 8-week semester format, except in the summer.

**CCLE 5003**

**Course CCLE 5003 Not Found**

**CCLE 5013**

**Course CCLE 5013 Not Found**

**CCLE 5023**

**Course CCLE 5023 Not Found**

<b>CCLE 5033</b>	<b>Course CCLE 5033 Not Found</b>
<b>CCLE 5043</b>	<b>Course CCLE 5043 Not Found</b>
<b>CCLE 5053</b>	<b>Course CCLE 5053 Not Found</b>
<b>CCLE 5063</b>	<b>Course CCLE 5063 Not Found</b>
<b>CCLE 5073</b>	<b>Course CCLE 5073 Not Found</b>
<b>CCLE 5083</b>	<b>Course CCLE 5083 Not Found</b>
<b>CCLE 5093</b>	<b>Course CCLE 5093 Not Found</b>
<b>CCLE 5103</b>	<b>Course CCLE 5103 Not Found</b>

### Program Costs

We do not anticipate any new cost to implement and sustain the proposed program. No new faculty are required for program implementation. Courses in the program will be taught by existing faculty members in the Adult and Lifelong Learning and Higher Education programs. There are two tenure-track faculty members in the Higher Education program who started in Fall 2018 with a reduced teaching load. Their loads would increase next year to a typical 2-2 load, which would allow the program to offer additional 4 courses a year. One faculty member who is currently serving as a full-time administrator will be returning to a faculty role next year and will be teaching 4 courses as a regular teaching assignment. In total, this increases the teaching capacity of the Higher Education program faculty by 8 courses per year (4 per semester), not including the additional capacity for summer teaching. This Master of Education in Community College Leadership program will not only add to the number of professional master's students at the University of Arkansas and be of service to important educational institutions in our state and region, but it will also help ensure that Higher Education program faculty have full teaching assignments in the future. If the program grows beyond the anticipated enrollment projections, adjunct faculty will be hired to teach courses as needed.

### Library Resources

There are no additional University of Arkansas library resources needed. The resources that students will need are already included in the collections and subscriptions related to the Higher Education and Adult and Lifelong Programs. Since the program is a web-based program and students are not on campus they will access resources through electronic means. Throughout the degree program, students will be able to access already existing resources, including the University of Arkansas Library's vast education holdings.

### Instructional

#### Facilities

Students will enroll in courses through Global Campus using web-based technology. No additional new facilities will be necessary.

#### Faculty Resources

No new faculty are required for program implementation. Courses in the program will be taught by existing faculty in Higher Education and Adult and Lifelong Education programs.

List Existing Certificate or Degree Programs  
that Support the Proposed Program

Program(s)
ADLLME - Adult and Lifelong Learning, Master of Education
HIEDME - Higher Education, Master of Education

Are Similar Programs available in the area?

Yes

List institutions in  
Arkansas offering  
similar programs

The proposed program would be the only master's program in the state explicitly focused on preparing community college leaders. There are multiple higher education programs in the state, but these do not specifically focus on the unique community college environment. The University of Arkansas-Little Rock offers a master's degree in higher education with an emphasis in two-year college teaching. Our program is not designed for teaching faculty but rather administrators at community college. There are no institutions in Arkansas that offer a master's degree targeted specifically at community college administrators.

List institutions in the  
surrounding region  
offering similar  
programs

The programs in the region that focus on community colleges appear to be at the Mississippi State University, University of North Texas, and the University of Alabama.

Why is the Program  
needed if offered at  
other institutions?

There is not a true community college leadership master's program in the surrounding region that focuses on community college leadership. The Higher Education faculty realized the potential of this program from a combination of trends in the field (e.g., increased emphasis on educational attainment) and an awareness of the absence of graduate preparation programs focused on community college leadership.

Estimated Student Demand for Program      30-50

Scheduled Program Review Date      2025-2026

Program Goals and Objectives

**Program Goals and Objectives**

1. Establish a high-quality online program focused on the education of entry-level professionals at community colleges.
2. Improve the educational attainment of employees at community colleges.
3. Help maximize the potential impact of community colleges through well-educated and entrepreneurial employees.
4. Recruit 20+ master’s students per year and maintain a high-level of retention.

Learning Outcomes

**Learning Outcomes**

1. Understand the historical development, contemporary challenges, and different functions of community colleges.
2. Exhibit high quality communication, including academic/professional writing and presentation skills.
3. Demonstrate knowledge of theory and practice related to community colleges and apply this knowledge to solving problems and making decisions as early-career professionals.
4. Interpret research and assessment results to make data-based decisions
5. Appreciate the importance of interpersonal skills to their professional positions in community colleges.
6. Conduct themselves in a professional, thoughtful, and ethical manner that represents best practices in community college leadership.

Description and Justification for this request

<b>Description of request</b>	<b>Justification for request</b>
<p>This request is for a new online Master of Education in Community College Leadership program.</p>	<p>Based on the needs assessment, Arkansas community colleges estimate a minimum of 101 job openings in the next 2-5 years that would require or prefer this degree. In addition, they indicated that, at a minimum, 145 current employees would benefit from enrolling in this degree. In addition to Arkansas community colleges, we anticipate recruiting students from northeast Oklahoma, southwest Missouri, and southern Kansas, suggesting an even larger market for this degree. These institutions estimated the annual salaries of positions that would require or prefer this degree ranged from \$35,000-185,000. An approximate average salary for positions that require or prefer this degree was \$60,000. This proposed degree has a potential to improve the preparation of community college workforce and build their content expertise that will correspondingly improve their institutions and their local communities.</p>

Upload attachments

[CLEME - New Program - Ltr of Intent.docx](#)

[CLEME - New Program - Needs Assessment.pdf](#)



[CCLEME - New Program - Proposal.docx](#)

[CCLEME - New Program - Faculty CVs.pdf](#)

#### Reviewer Comments

**Terry Martin (tmartin) (09/21/18 12:13 pm):** Rollback: Assuming that the current faculty have full teaching, research, and service assignments, please identify how you will cover the teaching of the new courses.

**Ketevan Mamiseishvili (kmamisei) (09/21/18 1:09 pm):** Provided additional explanation for program costs and faculty resources.

**Alice Griffin (agriffin) (09/26/18 5:13 pm):** Inserted some minor edits into the Proposal form with input from submitter. Renamed documents to match BOT naming convention.

**Alice Griffin (agriffin) (09/27/18 8:08 am):** All courses have been submitted for approval.

Key: 674