

GRADUATE COUNCIL REPORT TO THE UNIVERSITY SENATE

DATE: October 2013
FROM: The Graduate School

The Graduate Council submits the following items from the **September 12, 2013** meeting for consideration.

Consent Items:

- I. Revise a Course Prerequisite/Corequisite
 - EDAD 640 Introduction to School Leadership
 - EDAD 641 Building Culture and Community
 - EDAD 642 Leveraging Community Systems and Resources
 - EDAD 643 Securing and Developing Staff
 - EDAD 644 Creating Organizational Structures and Operations
 - EDAD 645 Practicing the Principalship
 - EDFN 675 Higher Education in America
 - EDFN 685 Issues in Higher Education
 - EDAD 706 Educational Leadership and Reform
 - EDAD 707 Educational Leadership Policies and Politics
 - EDAD 708 Administration of Fiscal Resources in Districts and Systems
 - EDAD 710 School Leadership and Technology Planning for School Improvement
 - EDLD 710 Leadership Theories and Ethics
 - EDFN 724 Leadership in Community and Technical Colleges
 - EDFN 726 Postsecondary Change and Cultures
 - EDFN 728 Postsecondary Economics and Finance

Action Items:

- I. Make Multiple Revisions to a Course
 - EDLD 798 Internship in Administration and Supervision
 - EDLD 799 Dissertation Research
- II. Revise a Program
 - 121 School Administration, Instructional Leader, School Principal, All Grades, Rank I
 - 131 School Administration, Instructional Leader, School Principal, All Grades, Certification Only
 - 0460 M.A.T. Interdisciplinary Early Childhood Education, Birth to Primary, Initial Certification
 - 0454 M.S. Kinesiology
- III. Create a New Policy
 - 1.1130 Graduate Assistant Instructor Credentials, Supervision, and Evaluation

**College of Education and Behavioral Sciences
Department of Educational Administration, Leadership & Research
Proposal to Revise Course Prerequisites/Corequisites
(Consent Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, 745-3061

1. Identification of course:

- 1.1 Course prefix (subject area) and number: EDAD 640
- 1.2 Course title: Introduction to School Leadership
- 1.3 Credit hours: 3

2. Current corequisite: EDAD 641

3. Proposed corequisite: EDAD 641 or permission of instructor

4. Rationale for the revision of corequisite: Now that the principal program is post-masters, some doctoral students in the P-12 administration specialization may be interested in pursuing principal certification while in the doctoral program. However, these students typically only complete 6 hours per semester and are expected to be enrolled in a doctoral cohort course each semester. Adding "permission of instructor" to this course allows doctoral students to enroll in this course without having to enroll in the co-requisite course.

5. Effect on completion of major/minor sequence: Not applicable

6. Proposed term for implementation: Spring 2014

7. Dates of prior committee approvals:

| | |
|--------------------------------|-----------------------------|
| EALR Department | <u>6/5/2013</u> |
| CEBS Curriculum Committee | <u>7/2/2013</u> |
| Professional Education Council | <u>8/14/2013</u> |
| Graduate Council | <u>9/12/13</u> |
| University Senate | <u> </u> |

**College of Education and Behavioral Sciences
Department of Educational Administration, Leadership & Research
Proposal to Revise Course Prerequisites/Corequisites
(Consent Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, 745-3061

1. Identification of course:

- 1.1 Course prefix (subject area) and number: EDAD 641
- 1.2 Course title: Building Culture and Community
- 1.3 Credit hours: 3

2. Current corequisite: EDAD 640

3. Proposed corequisite: EDAD 640 or permission of instructor

4. Rationale for the revision of corequisite: Now that the principal program is post-masters, some doctoral students in the P-12 administration specialization may be interested in pursuing principal certification while in the doctoral program. However, these students typically only complete 6 hours per semester and are expected to be enrolled in a doctoral cohort course each semester. Adding "permission of instructor" to this course allows doctoral students to enroll in this course without having to enroll in the co-requisite course.

5. Effect on completion of major/minor sequence: Not applicable

6. Proposed term for implementation: Spring 2014

7. Dates of prior committee approvals:

| | |
|--------------------------------|-----------------------------|
| EALR Department | <u>6/5/2013</u> |
| CEBS Curriculum Committee | <u>7/2/2013</u> |
| Professional Education Council | <u>8/14/2013</u> |
| Graduate Council | <u>9/12/13</u> |
| University Senate | <u> </u> |

**College of Education and Behavioral Sciences
Department of Educational Administration, Leadership & Research
Proposal to Revise Course Prerequisites/Corequisites
(Consent Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, 745-3061

1. Identification of course:

- 1.1 Course prefix (subject area) and number: EDAD 642
- 1.2 Course title: Leveraging Community Systems and Resources
- 1.3 Credit hours: 3

2. Current corequisite: EDAD 643

3. Proposed corequisite: EDAD 643 or permission of instructor

4. Rationale for the revision of corequisite: Now that the principal program is post-masters, some doctoral students in the P-12 administration specialization may be interested in pursuing principal certification while in the doctoral program. However, these students typically only complete 6 hours per semester and are expected to be enrolled in a doctoral cohort course each semester. Adding "permission of instructor" to this course allows doctoral students to enroll in this course without having to enroll in the co-requisite course.

5. Effect on completion of major/minor sequence: Not applicable

6. Proposed term for implementation: Spring 2014

7. Dates of prior committee approvals:

| | |
|--------------------------------|-----------------------------|
| EALR Department | <u>6/5/2013</u> |
| CEBS Curriculum Committee | <u>7/2/2013</u> |
| Professional Education Council | <u>8/14/2013</u> |
| Graduate Council | <u>9/12/13</u> |
| University Senate | <u> </u> |

Proposal Date: 6/3/2013

**College of Education and Behavioral Sciences
Department of Educational Administration, Leadership & Research
Proposal to Revise Course Prerequisites/Corequisites
(Consent Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, 745-3061

1. Identification of course:

- 1.1 Course prefix (subject area) and number: EDAD 643
- 1.2 Course title: Securing and Developing Staff
- 1.3 Credit hours: 3

2. Current corequisite: EDAD 642

3. Proposed corequisite: EDAD 642 or permission of instructor

4. Rationale for the revision of corequisite: Now that the principal program is post-masters, some doctoral students in the P-12 administration specialization may be interested in pursuing principal certification while in the doctoral program. However, these students typically only complete 6 hours per semester and are expected to be enrolled in a doctoral cohort course each semester. Adding "permission of instructor" to this course allows doctoral students to enroll in this course without having to enroll in the co-requisite course.

5. Effect on completion of major/minor sequence: Not applicable

6. Proposed term for implementation: Spring 2014

7. Dates of prior committee approvals:

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|--------------------------------|-----------------------------|
| EALR Department | <u>6/5/2013</u> |
| CEBS Curriculum Committee | <u>7/2/2013</u> |
| Professional Education Council | <u>8/14/2013</u> |
| Graduate Council | <u>9/12/13</u> |
| University Senate | <u> </u> |

**College of Education and Behavioral Sciences
Department of Educational Administration, Leadership & Research
Proposal to Revise Course Prerequisites/Corequisites
(Consent Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, 745-3061

1. Identification of course:

- 1.1 Course prefix (subject area) and number: EDAD 644
- 1.2 Course title: Creating Organizational Structures and Operations
- 1.3 Credit hours: 3

2. Current corequisite: EDAD 645

3. Proposed corequisite: EDAD 645 or permission of instructor

4. Rationale for the revision of corequisite: Now that the principal program is post-masters, some doctoral students in the P-12 administration specialization may be interested in pursuing principal certification while in the doctoral program. However, these students typically only complete 6 hours per semester and are expected to be enrolled in a doctoral cohort course each semester. Adding "permission of instructor" to this course allows doctoral students to enroll in this course without having to enroll in the co-requisite course.

5. Effect on completion of major/minor sequence: Not applicable

6. Proposed term for implementation: Spring 2014

7. Dates of prior committee approvals:

EALR Department 6/5/2013

CEBS Curriculum Committee 7/2/2013

Professional Education Council 8/14/2013

Graduate Council 9/12/13

University Senate _____

Proposal Date: 6/3/2013

**College of Education and Behavioral Sciences
Department of Educational Administration, Leadership & Research
Proposal to Revise Course Prerequisites/Corequisites
(Consent Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, 745-3061

1. Identification of course:

- 1.1 Course prefix (subject area) and number: EDAD 645
- 1.2 Course title: Practicing the Principalship
- 1.3 Credit hours: 3

2. Current corequisite: EDAD 644

3. Proposed corequisite: EDAD 644 or permission of instructor

4. Rationale for the revision of corequisite: Now that the principal program is post-masters, some doctoral students in the P-12 administration specialization may be interested in pursuing principal certification while in the doctoral program. However, these students typically only complete 6 hours per semester and are expected to be enrolled in a doctoral cohort course each semester. Adding "permission of instructor" to this course allows doctoral students to enroll in this course without having to enroll in the co-requisite course.

5. Effect on completion of major/minor sequence: Not applicable

6. Proposed term for implementation: Spring 2014

7. Dates of prior committee approvals:

EALR Department 6/5/2013

CEBS Curriculum Committee 7/2/2013

Professional Education Council 8/14/2013

Graduate Council 9/12/13

University Senate _____

Proposal Date: 6/3/2013

**College of Education and Behavioral Sciences
Department of Educational Administration, Leadership & Research
Proposal to Revise Course Prerequisites/Corequisites
(Consent Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, 745-3061

1. Identification of course:

- 1.1 Course prefix (subject area) and number: EDFN 675
- 1.2 Course title: Higher Education in America
- 1.3 Credit hours: 3

2. Current prerequisite: None

3. Proposed prerequisite: Admission to Educational Leadership Doctoral Program or permission of instructor

4. Rationale for the revision of prerequisite: This change reflects that this course was designed mainly for Educational Leadership Doctoral Program students.

5. Effect on completion of major/minor sequence: Not applicable

6. Proposed term for implementation: Spring 2014

7. Dates of prior committee approvals:

EALR Department 6/5/2013

CEBS Curriculum Committee 7/2/2013

Professional Education Council 8/14/2013

Graduate Council 9/12/13

University Senate _____

**College of Education and Behavioral Sciences
Department of Educational Administration, Leadership & Research
Proposal to Revise Course Prerequisites/Corequisites
(Consent Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, 745-3061

1. Identification of course:

- 1.1 Course prefix (subject area) and number: EDFN 685
- 1.2 Course title: Issues in Higher Education
- 1.3 Credit hours: 3

2. Current prerequisite: EDFN 675, or permission of instructor

3. Proposed prerequisite: Admission to Educational Leadership Doctoral Program or permission of instructor

4. Rationale for the revision of prerequisite: This change reflects that this course was designed mainly for Educational Leadership Doctoral Program students. Also “permission of instructor” gives instructors the leeway needed to make decisions about EDFN 675 being a prerequisite.

5. Effect on completion of major/minor sequence: Not applicable

6. Proposed term for implementation: Spring 2014

7. Dates of prior committee approvals:

| | |
|--------------------------------|-----------------------------|
| EALR Department | <u>6/5/2013</u> |
| CEBS Curriculum Committee | <u>7/2/2013</u> |
| Professional Education Council | <u>8/14/2013</u> |
| Graduate Council | <u>9/12/13</u> |
| University Senate | <u> </u> |

**College of Education and Behavioral Sciences
Department of Educational Administration, Leadership & Research
Proposal to Revise Course Prerequisites/Corequisites
(Consent Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, 745-3061

1. Identification of course:

- 1.1 Course prefix (subject area) and number: EDAD 706
- 1.2 Course title: Educational Leadership and Reform
- 1.3 Credit hours: 3

2. Current prerequisite: EDLD 700

3. Proposed prerequisite: Admission to Educational Leadership Doctoral Program or permission of instructor

4. Rationale for the revision of prerequisite: Because of the need for major revisions to the original Doctoral Orientation (EDLD 700), the Director and associated faculty of the Educational Leadership Doctoral Program determined that a new Orientation course (EDLD 702) should be created. The prerequisite change reflects the replacement of the old EDLD 700 course as well as recognition that some students may want to concurrently enroll in EDLD 702 and EDAD 706.

5. Effect on completion of major/minor sequence: Not applicable

6. Proposed term for implementation: Spring 2014

7. Dates of prior committee approvals:

EALR Department 6/5/2013

CEBS Curriculum Committee 7/2/2013

Professional Education Council 8/14/2013

Graduate Council 9/12/13

University Senate

**College of Education and Behavioral Sciences
Department of Educational Administration, Leadership & Research
Proposal to Revise Course Prerequisites/Corequisites
(Consent Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, 745-3061

1. Identification of course:

- 1.1 Course prefix (subject area) and number: EDAD 707
- 1.2 Course title: Educational Leadership Policies and Politics
- 1.3 Credit hours: 3

2. Current prerequisite: EDLD 700

3. Proposed prerequisite: Admission to Educational Leadership Doctoral Program or permission of instructor

4. Rationale for the revision of prerequisite: Because of the need for major revisions to the original Doctoral Orientation (EDLD 700), the Director and associated faculty of the Educational Leadership Doctoral Program determined that a new Orientation course (EDLD 702) should be created. The prerequisite change reflects the replacement of the old EDLD 700 course as well as recognition that some students may want to concurrently enroll in EDLD 702 and EDAD 707.

5. Effect on completion of major/minor sequence: Not applicable

6. Proposed term for implementation: Spring 2014

7. Dates of prior committee approvals:

| | |
|--------------------------------|-----------------------------|
| EALR Department | <u>6/5/2013</u> |
| CEBS Curriculum Committee | <u>7/2/2013</u> |
| Professional Education Council | <u>8/14/2013</u> |
| Graduate Council | <u>9/12/13</u> |
| University Senate | <u> </u> |

Proposal Date: 6/3/2013

**College of Education and Behavioral Sciences
Department of Educational Administration, Leadership & Research
Proposal to Revise Course Prerequisites/Corequisites
(Consent Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, 745-3061

1. Identification of course:

- 1.1 Course prefix (subject area) and number: EDAD 708
- 1.2 Course title: Administration of Fiscal Resources in Districts and Systems
- 1.3 Credit hours: 3

2. Current prerequisite: EDLD 700

3. Proposed prerequisite: Admission to Educational Leadership Doctoral Program or permission of instructor

4. Rationale for the revision of prerequisite: Because of the need for major revisions to the original Doctoral Orientation (EDLD 700), the Director and associated faculty of the Educational Leadership Doctoral Program determined that a new Orientation course (EDLD 702) should be created. The prerequisite change reflects the replacement of the old EDLD 700 course as well as recognition that some students may want to concurrently enroll in EDLD 702 and EDAD 708.

5. Effect on completion of major/minor sequence: Not applicable

6. Proposed term for implementation: Spring 2014

7. Dates of prior committee approvals:

| | |
|--------------------------------|------------------|
| EALR Department | <u>6/5/2013</u> |
| CEBS Curriculum Committee | <u>7/2/2013</u> |
| Professional Education Council | <u>8/14/2013</u> |
| Graduate Council | <u>9/12/13</u> |
| University Senate | _____ |

Proposal Date: 6/3/2013

**College of Education and Behavioral Sciences
Department of Educational Administration, Leadership & Research
Proposal to Revise Course Prerequisites/Corequisites
(Consent Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, 745-3061

1. Identification of course:

- 1.1 Course prefix (subject area) and number: EDAD 710
- 1.2 Course title: School Leadership and Technology Planning for School Improvement
- 1.3 Credit hours: 3

2. Current prerequisite: Admission to EdD program or district-level administrative experience

3. Proposed prerequisite: Admission to Educational Leadership Doctoral Program or permission of instructor

4. Rationale for the revision of prerequisite: This change makes the prerequisite language consistent across the various courses created for the Educational Leadership Doctoral Program.

5. Effect on completion of major/minor sequence: Not applicable

6. Proposed term for implementation: Spring 2014

7. Dates of prior committee approvals:

EALR Department 6/5/2013

CEBS Curriculum Committee 7/2/2013

Professional Education Council 8/14/2013

Graduate Council 9/12/13

University Senate _____

**College of Education and Behavioral Sciences
Educational Leadership Doctoral (EdD) Program
Proposal to Revise Course Prerequisites/Corequisites
(Consent Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, 745-3061

1. Identification of course:

- 1.1 Course prefix (subject area) and number: EDLD 710
- 1.2 Course title: Leadership Theories and Ethics
- 1.3 Credit hours: 3

2. Current prerequisite: None

3. Proposed prerequisite: EDLD 702 or permission of instructor

4. Rationale for the revision of prerequisite: This change reflects that this course should be taken after EDLD 702.

5. Effect on completion of major/minor sequence: Not applicable

6. Proposed term for implementation: Spring 2014

7. Dates of prior committee approvals:

| | |
|--------------------------------|-----------------------------|
| EDD Leadership Council | <u>6/5/2013</u> |
| EALR Department | <u>6/5/2013</u> |
| CEBS Curriculum Committee | <u>7/2/2013</u> |
| Professional Education Council | <u>8/14/2013</u> |
| Graduate Council | <u>9/12/13</u> |
| University Senate | <u> </u> |

Proposal Date: 6/3/2013

**College of Education and Behavioral Sciences
Department of Educational Administration, Leadership & Research
Proposal to Revise Course Prerequisites/Corequisites
(Consent Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, 745-3061

1. Identification of course:

- 1.1 Course prefix (subject area) and number: EDFN 724
- 1.2 Course title: Leadership in Community and Technical Colleges
- 1.3 Credit hours: 3

2. Current prerequisite: None

3. Proposed prerequisite: Admission to Educational Leadership Doctoral Program or permission of instructor

4. Rationale for the revision of prerequisite: This change reflects that this course was designed mainly for Educational Leadership Doctoral Program students.

5. Effect on completion of major/minor sequence: Not applicable

6. Proposed term for implementation: Spring 2014

7. Dates of prior committee approvals:

| | |
|--------------------------------|------------------|
| EALR Department | <u>6/5/2013</u> |
| CEBS Curriculum Committee | <u>7/2/2013</u> |
| Professional Education Council | <u>8/14/2013</u> |
| Graduate Council | <u>9/12/13</u> |
| University Senate | <u></u> |

Proposal Date: 6/3/2013

**College of Education and Behavioral Sciences
Department of Educational Administration, Leadership & Research
Proposal to Revise Course Prerequisites/Corequisites
(Consent Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, 745-3061

1. Identification of course:

- 1.1 Course prefix (subject area) and number: EDFN 726
- 1.2 Course title: Postsecondary Change and Cultures
- 1.3 Credit hours: 3

2. Current prerequisite: None

3. Proposed prerequisite: Admission to Educational Leadership Doctoral Program or permission of instructor

4. Rationale for the revision of prerequisite: This change reflects that this course was designed mainly for Educational Leadership Doctoral Program students.

5. Effect on completion of major/minor sequence: Not applicable

6. Proposed term for implementation: Spring 2014

7. Dates of prior committee approvals:

| | |
|--------------------------------|------------------|
| EALR Department | <u>6/5/2013</u> |
| CEBS Curriculum Committee | <u>7/2/2013</u> |
| Professional Education Council | <u>8/14/2013</u> |
| Graduate Council | <u>9/12/13</u> |
| University Senate | <u></u> |

Proposal Date: 6/3/2013

**College of Education and Behavioral Sciences
Department of Educational Administration, Leadership & Research
Proposal to Revise Course Prerequisites/Corequisites
(Consent Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, 745-3061

1. Identification of course:

- 1.1 Course prefix (subject area) and number: EDFN 728
- 1.2 Course title: Postsecondary Economics and Finance
- 1.3 Credit hours: 3

2. Current prerequisite: None

3. **Proposed prerequisite:** Admission to Educational Leadership Doctoral Program or permission of instructor

4. **Rationale for the revision of prerequisite:** This change reflects that this course was designed mainly for Educational Leadership Doctoral Program students.

5. **Effect on completion of major/minor sequence:** Not applicable

6. Proposed term for implementation: Spring 2014

7. Dates of prior committee approvals:

EALR Department 6/5/2013CEBS Curriculum Committee 7/2/2013

Professional Education Council 8/14/2013

Graduate Council 9/12/13

University Senate

**College of Education and Behavioral Sciences
Educational Leadership Doctoral (EdD) Program
Proposal to Make Multiple Revisions to a Course
(Action Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, 745-3061

1. Identification of course:

- 1.1 Current course prefix (subject area) and number: EDLD 798
- 1.2 Course title: Internship in Administration and Supervision
- 1.3 Credit hours: 1-6 hours

2. Revise course title:

- 2.1 Current course title: Internship in Administration and Supervision
- 2.2 Proposed course title: Educational Leadership Doctoral Program Internship
- 2.3 Proposed abbreviated title: Ed Ldr Doc Prog Internship
- 2.4 Rationale for revision of course title: New wording reflects that the course is now associated with WKU's Educational Leadership Doctoral Program versus the expiring Cooperative Doctoral Program in Educational Administration.

3. Revise course number: NA

- 3.1 Current course number:
- 3.2 Proposed course number:
- 3.3 Rationale for revision of course number:

4. Revise course prerequisites/corequisites/special requirements:

- 4.1 Current prerequisites: Permission of advisor.
- 4.2 Proposed prerequisites: Admission to Educational Leadership Doctoral Program
- 4.3 Rationale for revision of course prerequisites: Permission of advisor is not necessary for this course. The new "admission" statement reflects that this course is designed for Educational Leadership Doctoral Program students.
- 4.4 Effect on completion of major/minor sequence: None.

5. Revise course catalog listing:

- 5.1 Current course catalog listing: Internship or directed field experiences in administration or supervision.
- 5.2 Proposed course catalog listing: Internship or experiences designed in coordination with program advisor to enhance knowledge and skills related to educational leadership.
- 5.3 Rationale for revision of course catalog listing: New wording reflects that the course is now associated with WKU's Educational Leadership Doctoral Program versus the expiring Cooperative Doctoral Program in Educational Administration and that student experiences must be approved by their program advisor.

6. Revise course credit hours: NA

- 6.1 Current course credit hours:
- 6.2 Proposed course credit hours:
- 6.3 Rationale for revision of course credit hours:

7. Proposed term for implementation: Spring 2014

8. Dates of prior committee approvals:

EDD Leadership Council 6/5/2013

Educational Administration, Leadership, & Research 6/5/2013

CEBS Curriculum Committee 7/2/2013

Professional Education Council 8/14/2013

Graduate Council 9/12/13

University Senate _____

**College of Education and Behavioral Sciences
Educational Leadership Doctoral (EdD) Program
Proposal to Make Multiple Revisions to a Course
(Action Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, 745-3061

1. Identification of course:

- 1.1 Current course prefix (subject area) and number: EDLD 799
- 1.2 Course title: Dissertation Research
- 1.3 Credit hours: 1-8, Repeatable

2. Revise course title: NA

- 2.1 Current course title:
- 2.2 Proposed course title:
- 2.3 Proposed abbreviated title:
- 2.4 Rationale for revision of course title:

3. Revise course number: NA

- 3.1 Current course number:
- 3.2 Proposed course number:
- 3.3 Rationale for revision of course number:

4. Revise course prerequisites/corequisites/special requirements:

- 4.1 Current prerequisites: Admission to candidacy in Cooperative Doctoral Program in Educational Administration
- 4.2 Proposed prerequisites: Admission to candidacy in Educational Leadership Doctoral Program
- 4.3 Rationale for revision of course prerequisites: New wording reflects that the course is now associated with WKU's Educational Leadership Doctoral Program versus the expiring Cooperative Doctoral Program in Educational Administration.
- 4.4 Effect on completion of major/minor sequence: None.

5. Revise course catalog listing:

- 5.1 Current course catalog listing: Research undertaken to complete requirements for Doctor of Education in Educational Administration.
- 5.2 Proposed course catalog listing: Research undertaken to complete requirements for Doctor of Education in Educational Leadership.
- 5.3 Rationale for revision of course catalog listing: New wording reflects that the course is now associated with WKU's Educational Leadership Doctoral Program versus the expiring Cooperative Doctoral Program in Educational Administration.

6. Revise course credit hours: NA

- 6.1 Current course credit hours:
- 6.2 Proposed course credit hours:
- 6.3 Rationale for revision of course credit hours:

7. Proposed term for implementation: Spring 2014

8. Dates of prior committee approvals:

EDD Leadership Council 6/5/2013

Educational Administration, Leadership, & Research 6/5/2013

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|--------------------------------|------------------|
| CEBS Curriculum Committee | <u>7/2/2013</u> |
| Professional Education Council | <u>8/14/2013</u> |
| Graduate Council | <u>9/12/13</u> |
| University Senate | <u></u> |

**College of Education and Behavioral Sciences
Department of Educational Administration, Leadership and Research
Proposal to Revise A Program
(Action Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, (270) 745-3061

1. Identification of program:

- 1.10 Current program reference number: 121
- 1.11 Current program title: School Administration, Instructional Leader, School Principal, All Grades (Rank I)
- 1.12 Credit hours: 30 hours

2. Identification of the proposed program changes:

- Adding a doctoral level course as an alternative to required course

3. Detailed program description:

| Current Program | Proposed Program |
|---|---|
| <p>The most current program information (e.g., admission requirements, required curriculum, etc.) may be found on the departmental website. Specific details regarding admission requirements will be found on the department's Website, in the Graduate Catalog, and in the department's admission packet. The basis for this program revision is 16 KAR3:050 Instructional Leadership-School principal, All Grades.</p> <p>The revised Principal Preparation Program, effective fall 2011, is a certification program involving a minimum of 30 hours of studies beyond the master's degree.</p> <p>Admission Requirements</p> <ol style="list-style-type: none"> 1. A master's degree; 2. Three years of documented teaching experience in a public school or a nonpublic school that meets the state performance standards as established in KRS 156.160; 3. A GPA of 3.0 or higher on all graduate work; 4. Complete a program admission packet requiring: <ol style="list-style-type: none"> (a) Letters of reference (b) Professional portfolio (c) Deficiency course assessments (d) School district agreement of support; 5. Be recommended based on an interview with district practitioners and department faculty. <p>Program Requirements</p> <p>A minimum of 30 semester hours is required; at least 15 hours must be WKU credit. Students must have previously completed a master's degree program, which would qualify for Rank II salary classification.</p> | <p>The most current program information (e.g., admission requirements, required curriculum, etc.) may be found on the departmental website. Specific details regarding admission requirements will be found on the department's Website, in the Graduate Catalog, and in the department's admission packet. The basis for this program revision is 16 KAR3:050 Instructional Leadership-School principal, All Grades.</p> <p>The revised Principal Preparation Program, effective fall 2011, is a certification program involving a minimum of 30 hours of studies beyond the master's degree.</p> <p>Admission Requirements</p> <ol style="list-style-type: none"> 1. A master's degree; 2. Three years of documented teaching experience in a public school or a nonpublic school that meets the state performance standards as established in KRS 156.160; 3. A GPA of 3.0 or higher on all graduate work; 4. Complete a program admission packet requiring: <ol style="list-style-type: none"> (a) Letters of reference (b) Professional portfolio (c) Deficiency course assessments (d) School district agreement of support; 5. Be recommended based on an interview with district practitioners and department faculty. <p>Program Requirements</p> <p>A minimum of 30 semester hours is required; at least 15 hours must be WKU credit. Students must have previously completed a master's degree program, which would qualify for Rank II salary classification.</p> |

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| <p>Deficiencies—9 hours Students will be required to take the following courses in addition to the required program hours. EDAD 588 Allocation and Use of Resources EDAD 677 Legal Issues for Professional Educators EDAD 684 Instructional Leadership</p> <p>Level I Required Core 18 hours EDAD 640 Introduction to School Leadership EDAD 641 Building Culture and Community EDAD 642 Leveraging Community Systems and Resources EDAD 643 Securing and Developing Staff EDAD 644 Creating Organizational Structures and Operations EDAD 645 Practicing the Principalship</p> <p>Level II Required Core 12 hours EDAD 694 Seminar in Education Administration (6 hours) Advisor-approved electives (6 hours)</p> | <p>Deficiencies—9 hours Students will be required to take the following courses in addition to the required program hours. EDAD 588 Allocation and Use of Resources (3 hours) EDAD 677 Legal Issues for Professional Educators (3 hours) EDAD 684 Instructional Leadership (3 hours)</p> <p>Level I Required Core 18 hours EDAD 640 Introduction to School Leadership (3 hours) EDAD 641 Building Culture and Community (3 hours) EDAD 642 Leveraging Community Systems and Resources (3 hours) EDAD 643 Securing and Developing Staff (3 hours) EDAD 644 Creating Organizational Structures and Operations (3 hours) OR EDAD 708 Administration of Fiscal Resources in Districts and Systems (3 hours) EDAD 645 Practicing the Principalship (3 hours)</p> <p>Level II Required Core 12 hours EDAD 694 Seminar in Education Administration (6 hours) Advisor-approved electives (6 hours)</p> |
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4. Rationale for the proposed program change:

- EALR faculty have determined that although EDAD 708 is designed for doctoral students, the content is sufficiently related to principal preparation standards covered in EDAD 644 that students interested in pursuing the principalship while in the doctoral program should be permitted to substitute EDAD 708 for EDAD 644. EDAD 708 is restricted to students admitted to the Educational Leadership Doctoral Program or granted permission by the instructor.

5. Proposed term for implementation and special provisions (if applicable):

- Spring 2014

6. Dates of prior committee approvals:

EALR Department 6/5/2013

CEBS Curriculum Committee 7/2/2013

Professional Education Council 8/14/2013

Graduate Council (for information) 9/12/13

University Senate (for information) _____

**College of Education and Behavioral Sciences
Department of Educational Administration, Leadership and Research
Proposal to Revise A Program
(Action Item)**

Contact Person: Tony Norman, tony.norman@wku.edu, (270) 745-3061

1. Identification of program:

- 1.1 Current program reference number: 131
- 1.2 Current program title: School Administration, Instructional Leader, School Principal, All Grades (Certification only)
- 1.3 Credit hours: 30 hours

2. Identification of the proposed program changes:

- Adding a doctoral level course as an alternative to required course

3. Detailed program description:

| Current Program | Proposed Program |
|---|---|
| <p>The most current program information (e.g., admission requirements, required curriculum, etc.) may be found on the departmental website. Specific details regarding admission requirements will be found on the department's Website, in the Graduate Catalog, and in the department's admission packet. The basis for this program revision is 16 KAR3:050 Instructional Leadership-School principal, All Grades.</p> <p>The revised Principal Preparation Program, effective fall 2011, is a certification program involving a minimum of 30 hours of studies beyond the master's degree.</p> <p>Admission Requirements</p> <ol style="list-style-type: none"> 1. A master's degree; 2. Three years of documented teaching experience in a public school or a nonpublic school that meets the state performance standards as established in KRS 156.160; 3. A GPA of 3.0 or higher on all graduate work; 4. Complete a program admission packet requiring: <ol style="list-style-type: none"> (a) Letters of reference (b) Professional portfolio (c) Deficiency course assessments (d) School district agreement of support; 5. Be recommended based on an interview with district practitioners and department faculty. <p>Program Requirements</p> <p>A minimum of 30 semester hours is required; at least 15 hours must be WKU credit. Students must have previously completed a master's degree program, which would qualify for Rank II salary classification.</p> | <p>The most current program information (e.g., admission requirements, required curriculum, etc.) may be found on the departmental website. Specific details regarding admission requirements will be found on the department's Website, in the Graduate Catalog, and in the department's admission packet. The basis for this program revision is 16 KAR3:050 Instructional Leadership-School principal, All Grades.</p> <p>The revised Principal Preparation Program, effective fall 2011, is a certification program involving a minimum of 30 hours of studies beyond the master's degree.</p> <p>Admission Requirements</p> <ol style="list-style-type: none"> 1. A master's degree; 2. Three years of documented teaching experience in a public school or a nonpublic school that meets the state performance standards as established in KRS 156.160; 3. A GPA of 3.0 or higher on all graduate work; 4. Complete a program admission packet requiring: <ol style="list-style-type: none"> (a) Letters of reference (b) Professional portfolio (c) Deficiency course assessments (d) School district agreement of support; 5. Be recommended based on an interview with district practitioners and department faculty. <p>Program Requirements</p> <p>A minimum of 30 semester hours is required; at least 15 hours must be WKU credit. Students must have previously completed a master's degree program, which would qualify for Rank II salary classification.</p> |

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| <p>Deficiencies—9 hours Students will be required to take the following courses in addition to the required program hours. EDAD 588 Allocation and Use of Resources EDAD 677 Legal Issues for Professional Educators EDAD 684 Instructional Leadership</p> <p>Level I Required Core 18 hours EDAD 640 Introduction to School Leadership EDAD 641 Building Culture and Community EDAD 642 Leveraging Community Systems and Resources EDAD 643 Securing and Developing Staff EDAD 644 Creating Organizational Structures and Operations EDAD 645 Practicing the Principalship</p> <p>Level II Required Core 12 hours EDAD 694 Seminar in Education Administration (6 hours) Advisor-approved electives (6 hours)</p> | <p>Deficiencies—9 hours Students will be required to take the following courses in addition to the required program hours. EDAD 588 Allocation and Use of Resources (3 hours) EDAD 677 Legal Issues for Professional Educators (3 hours) EDAD 684 Instructional Leadership (3 hours)</p> <p>Level I Required Core 18 hours EDAD 640 Introduction to School Leadership (3 hours) EDAD 641 Building Culture and Community (3 hours) EDAD 642 Leveraging Community Systems and Resources (3 hours) EDAD 643 Securing and Developing Staff (3 hours) EDAD 644 Creating Organizational Structures and Operations (3 hours) OR EDAD 708 Administration of Fiscal Resources in Districts and Systems (3 hours) EDAD 645 Practicing the Principalship (3 hours)</p> <p>Level II Required Core 12 hours EDAD 694 Seminar in Education Administration (6 hours) Advisor-approved electives (6 hours)</p> |
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4. Rationale for the proposed program change:

- EALR faculty have determined that although EDAD 708 is designed for doctoral students, the content is sufficiently related to principal preparation standards covered in EDAD 644 that students interested in pursuing the principalship while in the doctoral program should be permitted to substitute EDAD 708 for EDAD 644. EDAD 708 is restricted to students admitted to the Educational Leadership Doctoral Program or granted permission by the instructor.

5. Proposed term for implementation and special provisions (if applicable):

- Spring 2014

6. Dates of prior committee approvals:

EALR Department 6/5/2013

CEBS Curriculum Committee 7/2/2013

Professional Education Council 8/14/2013

Graduate Council (for information) 9/12/13

University Senate (for information) _____

**College of Education and Behavioral Sciences
School of Teacher Education
Proposal to Revise A Program
(Action Item)**

Contact Person: Dr. Margaret Gichuru, 270-745-3135

1. Identification of program:

- 1.1 Current program reference number: 0460
- 1.2 Current program title: Interdisciplinary Early Childhood Education, Birth to Primary, Initial Certification
- 1.3 Credit hours: 34

2. Identification of the proposed program changes:

- Revise program admission requirements

3. Detailed program description:

| <p style="text-align: center;">CURRENT PROGRAM Master of Arts in Teaching Interdisciplinary Early Childhood Education, Birth to Primary, Initial Certification</p> | <p style="text-align: center;">PROPOSED PROGRAM Master of Arts in Teaching Interdisciplinary Early Childhood Education, Birth to Primary, Initial Certification</p> |
|---|---|
| <p style="text-align: center;">Program Requirements: 34 hours</p> | <p style="text-align: center;">Program Requirements: 34 hours</p> |
| <p>The program is designed to prepare early childhood educators to work with children with and without special needs, ages birth through kindergarten and their families. IECE program graduates are qualified to work with children from birth to entry into the primary program. This includes teaching children in kindergarten or other programs for five-year-olds if those programs are operated separately from the primary program. Graduates are prepared for positions in public schools, First Steps, Head Start programs, child care centers, and other public and private agencies serving young children and families. The MAT program in IECE, Birth to Primary, Initial Certification is for individuals who are not certified in any area of education or whose certification is not in IECE. The performance-based program of study requires 34 semester hours of course work and various field experiences. The culminating experience of the program is an internship. Upon completion of the program and achieving a passing score on the required PRAXIS II exam, students are eligible to be recommended for the Statement of Eligibility to teach children birth through kindergarten.</p> <p><i>Coursework:</i></p> <ul style="list-style-type: none"> • FACS 577 Seminar in Child Development Research or advisor approved elective (3 hours) • CD 486G or advisor approved elective (3 hours) • IECE 520 Organizing Programs for IECE (3 hours) • PSY 645 Consultation in Education and Mental Health Settings: Theory & Practice (3 hours) • EDFN 500 Research Methods (3 hours) or TCHL | <p>The program is designed to prepare early childhood educators to work with children with and without special needs, ages birth through kindergarten and their families. IECE program graduates are qualified to work with children from birth to entry into the primary program. This includes teaching children in kindergarten or other programs for five-year-olds if those programs are operated separately from the primary program. Graduates are prepared for positions in public schools, First Steps, Head Start programs, child care centers, and other public and private agencies serving young children and families. The MAT program in IECE, Birth to Primary, Initial Certification is for individuals who are not certified in any area of education or whose certification is not in IECE. The performance-based program of study requires 34 semester hours of course work and various field experiences. The culminating experience of the program is an internship. Upon completion of the program and achieving a passing score on the required PRAXIS II exam, students are eligible to be recommended for the Statement of Eligibility to teach children birth through kindergarten.</p> <p><i>Coursework:</i></p> <ul style="list-style-type: none"> • FACS 577 Seminar in Child Development Research or advisor approved elective (3 hours) • CD 486G or advisor approved elective (3 hours) • IECE 520 Organizing Programs for IECE (3 hours) • PSY 645 Consultation in Education and Mental Health Settings: Theory & Practice (3 hours) • EDFN 500 Research Methods (3 hours) or TCHL |

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| <p>520 Principles of Action Research for Teacher Leaders (3 hours)</p> <ul style="list-style-type: none"> • CD 481G Speech & Language Development or advisor approved elective (3 hours) • SPED 523 Curriculum/Methods in Early Childhood Special Education (3 hours) • IECE 521 Assessment in Early Childhood Special Education (3 hours) • IECE 522 Family-Centered Services (3 hours) • IECE 523 Planning Curriculum and Instruction in Interdisciplinary Early Childhood Education (3 hours) • IECE 524 Internship in IECE (6 hours) Students currently teaching in an IECE setting may use their current teaching position to meet this requirement with advisor approval. Students not currently teaching must complete an internship experience that is equivalent to state requirements for student teaching in IECE. • IECE 526 Practicum in IECE (1 hour) <p>Total Course Requirements – 34 hours</p> | <p>520 Principles of Action Research for Teacher Leaders (3 hours)</p> <ul style="list-style-type: none"> • CD 481G Speech & Language Development or advisor approved elective (3 hours) • SPED 523 Curriculum/Methods in Early Childhood Special Education (3 hours) • IECE 521 Assessment in Early Childhood Special Education (3 hours) • IECE 522 Family-Centered Services (3 hours) • IECE 523 Planning Curriculum and Instruction in Interdisciplinary Early Childhood Education (3 hours) • IECE 524 Internship in IECE (6 hours) Students currently teaching in an IECE setting may use their current teaching position to meet this requirement with advisor approval. Students not currently teaching must complete an internship experience that is equivalent to state requirements for student teaching in IECE. • IECE 526 Practicum in IECE (1 hour) <p>Total Course Requirements – 34 hours</p> |
| <p>Admission Requirements</p> <p>To be considered for admission, applicants must:</p> <ul style="list-style-type: none"> • Document completion of a bachelor's degree from an accredited institution. • Present a letter of application including a professional goals statement. • Provide three letters of reference. At least one reference letter must be from a university faculty member who can speak to the applicant's ability to be successful in a graduate program. • Document a cumulative overall grade point average (GPA) of 2.75 or above (counting all course work, undergraduate or graduate) OR a GPA of 3.0 in the last 30 hours of course work (counting all course work, undergraduate and graduate). • Submit documentation to satisfy all criteria for admission to professional education. • Applicants must also have had SPED 330 or SPED 516 or an equivalent course prior to entering the MAT program or complete one of them as a program deficiency. <p>Application Deadline Notes: For priority consideration: Applicants should submit application materials to graduate studies by the following dates:</p> <p>Summer Admission: March 1; Fall Admission: May 1; Spring Admission: November 1</p> <p>Students submitting materials after the above deadline dates cannot be guaranteed that applications will be</p> | <p>Admission Requirements</p> <p>To be considered for admission, applicants must:</p> <ul style="list-style-type: none"> • Document completion of a bachelor's degree from an accredited institution. • Present a letter of application including a professional goals statement. • Provide three letters of reference. At least one reference letter must be from a university faculty member who can speak to the applicant's ability to be successful in a graduate program. • Document a cumulative overall grade point average (GPA) of 2.75 or above (counting all course work, undergraduate or graduate) OR a GPA of 3.0 in the last 30 hours of course work (counting all course work, undergraduate and graduate). • Submit documentation to satisfy partial criteria for admission to professional education including references; physical including TB test; signed code of ethics; criminal background check; and passing standardized test scores. • Applicants must also have had SPED 330 or SPED 516 or an equivalent course prior to entering the MAT program or complete one of them as a program deficiency. <p>Application Deadline Notes: For priority consideration: Applicants should submit application materials to graduate studies by the following dates:</p> <p>Summer Admission: March 1; Fall Admission: May 1; Spring Admission: November 1</p> |

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| reviewed in time for admission for the upcoming term nor that course space will be available. | Students submitting materials after the above deadline dates cannot be guaranteed that applications will be reviewed in time for admission for the upcoming term nor that course space will be available. |
| Program Completion Requirements | Program Completion Requirements |
| Candidates must successfully complete IECE 524 Internship in IECE (course grade of C or higher), the capstone experience for the program and develop and present an acceptable culminating portfolio as a course and program requirement. | Candidates must successfully complete IECE 524 Internship in IECE (course grade of C or higher), the capstone experience for the program and develop and present an acceptable culminating portfolio as a course and program requirement. |

4. Rationale for the proposed program change:

- One of the criteria for admission to professional education is an approved form B/C; however, this criterion cannot be met until the applicant has been admitted. The proposed change clarifies that applicants must meet all requirements for admission to professional education except the Form B/C, which will be completed during the student's first semester in the program.

5. Proposed term for implementation and special provisions (if applicable):

- Spring 2014, or as soon as all approvals have been attained.

6. Dates of prior committee approvals:

| | |
|--------------------------------|----------------|
| School of Teacher Education: | <u>5/8/13</u> |
| CEBS Curriculum Committee | <u>7/2/13</u> |
| Professional Education Council | <u>8/14/13</u> |
| Graduate Council | <u>9/12/13</u> |
| University Senate | <u></u> |

**College of Health and Human Services
Department of Kinesiology, Recreation & Sport
Proposal to Revise A Program
(Action Item)**

Contact Person: Scott Lyons, scott.lyons@wku.edu, 745.6035

1. Identification of program:

- 1.4 Current program reference number: 0454
- 1.5 Current program title: Master of Science: Kinesiology
- 1.6 Credit hours: 33

2. Identification of the proposed program changes:

- The proposed change is a revision to the admission requirements for the two new online concentrations in Fitness Management and Corporate Health Management. The proposal is to remove the GRE requirement for these two concentrations.
- There are *no proposed changes* to the admission requirements for the concentrations in *Exercise Physiology* or *Teacher Leader*.

3. Detailed program description:

Master of Science: Kinesiology, Ref. #0454

| Current Admission Requirements | Proposed Admission Requirements |
|---|--|
| <i>Exercise Physiology, Fitness Management, and Corporate Health Management Admission Requirements</i> | <i>Exercise Physiology Admission Requirements</i> |
| Please refer to the university admission requirements for graduate students found in the Admission section of this catalog. | Please refer to the university admission requirements for graduate students found in the Admission section of this catalog. |
| | <i>Fitness Management and Corporate Health Management Admission Requirements</i> |
| | A baccalaureate degree from an accredited college or university |
| | An official transcript from the college or university granting the baccalaureate degree |
| | A cumulative baccalaureate grade point average (GPA) of at least 2.5 on a 4.0 scale OR a GPA of at least 2.75 on a 4.0 scale in the last 60 hours completed OR a GPA of at least 3.0 in the major content area on a 4.0 scale |
| | A GRE is not required for the Fitness Management or the Corporate Health Management concentrations |
| <i>Teacher Leader Admission Requirements</i> | <i>Teacher Leader Admission Requirements</i> |
| Criteria vary, depending on the student's undergraduate institution and GPA. No GRE requirement for | Criteria vary, depending on the student's undergraduate institution and GPA. No GRE requirement for |



POLICY & PROCEDURE DOCUMENT

NUMBER: 1.1130

DIVISION: Academic Affairs

TITLE: Graduate Assistant Instructor Credentials, Supervision, and Evaluation

DATE: March 5, 2013

REVISED:

AUTHORIZED: Gordon Emslie, Provost and Vice President for Academic Affairs

I. Purpose and Scope

The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) specifies that graduate students who have primary responsibility for teaching a course must have appropriate academic credentials. At WKU, a Graduate Assistant Instructor is a graduate student who has a teaching assignment in which s/he independently presents the course materials, whether in a classroom or laboratory setting, and who has primary responsibility for assessing the performance of students in the course content areas. The purpose of this document is to describe the University's policy regarding the academic credentials and support activities required for Graduate Assistant Instructors.

II. Policy

A. Credentials

1. Graduate Assistant Instructors must possess one of the following sets of credentials:
 - a. A master's degree in the teaching or related discipline; or
 - b. 18 graduate semester hours earned in the teaching or related discipline.
2. The faculty representing the program that offers courses with a given prefix are responsible for determining the fields in which the master's degree is held, or in which graduate hours have been completed, that are appropriate for teaching a course with that prefix.
3. The department head is responsible for ensuring that the student has any course-specific skills and training (for example, laboratory safety training) necessary for the assignment;

B. Evaluation and Supervision

All Graduate Assistant Instructors must receive:

1. Initial training, which may be completed through one of the following:
 - a. Completion of the Best Practices in Mentoring & College Teaching (BPMCT) Program, offered by the Center for Faculty Development (CFD), or a similar departmentally-administered program approved by the CFD;
 - b. Completion of a full-semester course in applied teaching, resulting in at least two earned graduate credit hours with a grade of B or better. The Dean of Graduate Studies and Research has final approval for the use of this course following a recommendation from the GAI Training Committee of the Graduate Council;
2. Regular in-service training, which may be completed through one of the following:
 - a. Participation in seminars offered by the Center for Faculty Development;
 - b. Departmentally-based mentoring to assist the student in the teaching process;
3. Direct supervision by a faculty member experienced in the teaching discipline.
4. Planned and periodic evaluations. For more information on evaluation of Graduate Assistant Instructors, please see Policy 1.3070, Evaluation and Orientation of Student Teaching Assistants.

III. Procedure

A. Credentials

1. An "18 Hours in Graduate Coursework" web form must be completed to document the 18 hours in the discipline or related discipline.
2. For interdisciplinary courses for which there is no clearly related academic credentialing discipline, the evaluation of credentials is completed by a faculty advisory committee; see Policy 1.1110, Evaluation of Faculty Credentials.

B. Evaluation and Supervision

1. The faculty member with the direct supervisory role must be identified on the Graduate Assistant Instructor application available from the Office of Graduate Studies and Research: <http://www.wku.edu/graduate/> .
2. For more information on evaluation procedures for Graduate Assistant Instructors, please see policy 1.3070, Evaluation and Orientation of Student Teaching Assistants.

IV. Related Policies:

1.1110 Evaluation of Faculty Credentials

1.3070 Evaluation and Orientation of Student Teaching Assistants