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| For Academic Affairs and Research Use Only | |
| CIP Code: |  |
| Degree Code: |  |

**Bulletin / Banner Change Transmittal Form**

**[ ] Undergraduate Curriculum Council**

**[X] Graduate Council**

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to [curriculum@astate.edu](mailto:curriculum@astate.edu) for inclusion in curriculum committee agenda.

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| --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | Gwendolyn L. Neal | 9/24/2019 |   **Department Curriculum Committee Chair** | |  |  | | --- | --- | | Joanna Grymes | 10/30/2019 |   **COPE Chair (if applicable)** |
| |  |  | | --- | --- | | Joan Henley | 9/24/2019 |   **Department Chair:** | |  |  | | --- | --- | | Mary Jane Bradley | 10/31/2019 |   **Head of Unit (If applicable)** |
| |  |  | | --- | --- | | Wayne Wilkinson | 10/16/2019 |   **College Curriculum Committee Chair** | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **Undergraduate Curriculum Council Chair** |
| |  |  | | --- | --- | | Mary Jane Bradley | 10/16/2019 |   **College Dean** | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **Graduate Curriculum Committee Chair** |
| |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **General Education Committee Chair (If applicable)** | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **Vice Chancellor for Academic Affairs** |

**1.Contact Person** (Name, Email Address, Phone Number)

Dr. Joseph Nichols, [jnichols@astate.edu](mailto:jnichols@astate.edu), 870-972-3631

**2.Proposed Change**

Changing Curriculum of the Ed.D. Educational Leadership program. The course name change to ELAD 8211, ELAD 8221, and ELAD 8231 will be submitted on a Course Revision form at the same time. The new courses ELAD 8246 and ELAD 8256 will be submitted on a new course proposal form at the same time. Processes for the Ed.D are being changed, as well (see Bulletin changes on page 3-9) as outlined below

* Admission requirements (e.g., No longer require GRE scores; changed some of the criteria)
* Program of Study (course delivery will be divided into a doctoral knowledge core and a research/dissertation core; prerequisites have been eliminated and replaced by embedding courses within the doctoral program; defined timeline and sequence (must be completed within 10 semesters); dissertation committee will have four members; dissertation must be completed by the 10th semester of the program
* The research and dissertation courses (formerly called integrative seminar) have been revised and designed for students to complete each chapter of their dissertation (ELAD 8211, ELAD 8221, and ELAD 8231); the two additional courses (ELFN 7773 and 7783) were designed to complete chapters 4 and 5 of the dissertation.

**3.Effective Date**

Spring 2020

**4.Justification –** *Please provide details as to why this change is necessary.*

Revision of the Ed.D. Educational Leadership program’s curriculum to be offered in the online format. The program has already been approved to be offered online by ADHE.

**Bulletin Changes**

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| --- |
| **Instructions** |
| **Please visit** [**http://www.astate.edu/a/registrar/students/bulletins/index.dot**](http://www.astate.edu/a/registrar/students/bulletins/index.dot) **and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.**  **\*Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**  - Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)  - New credit hours and text changes should be listed in blue using enlarged font (blue using enlarged font).  - Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)  *You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the ‘format painter’ icon 🡪 , and selecting the text you would like to apply the change to.*  *Please visit* [*https://youtu.be/yjdL2n4lZm4*](https://youtu.be/yjdL2n4lZm4) *for more detailed instructions.* |

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Program of Study for the Doctor of Education

in Educational Leadership Degree

ADMISSION REQUIREMENTS

Applicants for admission to the Doctor of Education degree program must be in good standing in

the graduate school of an accredited institution.

Admission to Graduate Programs does not imply admission to the Doctor of Education degree.

Students desiring to pursue graduate work for which they have not completed the prerequisites will be

required to make up deficiencies. Specific program requirements and details are outlined under the

Center for Excellence in Education (CEE) section of this bulletin and on the following pages.

Applicants to the Doctor of Education Degree program must hold an earned master’s degree from

an accredited institution and provide evidence of having sustained a superior level of scholarship during master’s and post-master’s level graduate work. Applicants must submit the following to Graduate

Admissions:

1. A completed application for admission. Applicants are encouraged to submit the application no later than March 1 for the fall semester. ~~Screening for admission will begin~~

~~on March 1.~~ Application forms are available from Graduate Admissions or from the

Center for Excellence in Education.

2. A $50 nonrefundable application fee. Checks must be made payable to Arkansas State

University. If applications are received without payment, Graduate Admissions will hold

all application materials and notify the applicants that no action will be taken until payment is received. International students may utilize a check or an International Postal

Money Order to remit payment in U.S. currency.

3. One copy of official transcripts of all previous undergraduate and graduate coursework

attempted to be sent directly from the institution(s) previously attended. (Graduate Admissions will compute the graduate GPA by counting all graduate courses completed,

including any repeated courses.)

4. ~~At least four letters of recommendation, two from former professors and two from former~~

~~or current employers.~~ Two letters of recommendation from people who can speak to the student’s ability to matriculate into this doctoral program and complete a dissertation. These letters will be reviewed by the doctoral faculty. An interview

may be required. Recommendation by the doctoral faculty is required for admission to

the doctoral program.

5. A two-page letter of interest describing how the student is a good fit for the degree program.

6. Submit one of the following writing samples:

- A two-page personal philosophy of leadership, citing three sources of reference; OR

- A research paper demonstrating the student’s ability to write at the graduate level

NOTE: The paper must follow the latest edition of APA style guide.

7. Resume or Curriculum Vitae

~~5. Official report of scores for the Graduate Record Examination less than five years old.~~

~~Scores must include the Writing and Qualitative portions~~

CENTER FOR EXCELLENCE IN EDUCATION

The Center for Excellence in Education is a teaching and research center within the College

of Education and Behavioral Science. The primary mission of the center is to coordinate the efforts

of a diverse faculty in delivery of the doctoral program in educational leadership and to facilitate basic

research on the improvement of educational institutions and enhancement of educational settings. The

director of the Center for Excellence in Education serves as the director of the Doctor of Education

degree program. Inquiries regarding this program should be addressed to the director.

PURPOSE OF THE DEGREE

The Doctor of Education degree in Educational Leadership provides the highest professional

degree available in the field of education to students who aspire to administrative careers in either

elementary, secondary, or collegiate levels. Although the degree requirements include a prescribed

curriculum of required and elective courses, the doctoral degree is not awarded only on the basis of

coursework completion. Following successful completion of the comprehensive examinations, doctoral

students conduct a major research project resulting in the presentation and defense of the doctoral

dissertation. This phase of the doctoral degree provides students with an opportunity to develop and

demonstrate possession of skill in intellectual problem solving.

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GENERAL REQUIREMENTS FOR THE DEGREE

Candidates must earn a minimum of ~~99~~ 90 hours of graduate credit beyond the bachelor’s degree.

This quantitative requirement is a minimum, as the quantity of coursework to be completed by each

candidate is arranged individually by the advisory committee, subject to the approval of the Registrar,

and may be modified both as to quantity and as to type during the progress of the student’s coursework.

ADVISORY COMMITTEES

Advisory committees will consist of no fewer than four members who possess expertise in the

student’s major areas of concentration and should be selected by the student in consultation with the

director of graduate studies in the Center for Excellence in Education. These names will be forwarded

for official appointment. No committee is considered constituted until final written approval.

Membership of advisory committees may be changed if either the student or a member of their

committee feels that such a change is appropriate, and the requested change is approved by the Director of the Center for Excellence in Education. Such a change will only be approved in clearly unusual

circumstances. If approval is given, the student will be notified in writing by Graduate Admissions.

DEGREE PLAN

As the successful completion of 12 semester hours approaches, students should file a degree

plan listing all courses completed and to be completed. This plan must be approved by the advisory

committee and then submitted to the dean for approval. The dean will notify the applicant after the

degree plan has been approved. Students will be permitted to register for more than a cumulative total

of 12 semester hours only when an approved degree plan is on file.

TRANSFER CREDIT

The Ed.D. Program consists of a minimum of ~~99~~ 90 credits beyond the bachelor’s degree, for those possessing a master’s degree. ~~Students who have not completed the master’s degree will be encouraged to do so prior to pursuing admission to the doctorate~~. Although all appropriate graduate credits from master’s and beyond will be transferred

to the Ed.D., all students must complete the doctoral block and dissertation which total ~~45~~ 51 credits. ~~plus~~

~~the necessary prerequisites.~~ Students enrolled in the Ed.D. program who receive four or more credit hours

with a grade of “C” or lower, or a grade of “F” in the Doctoral Knowledge Core will be dismissed from

the program. Students will be held responsible for the content of each course placed on the program of

study through written examination.

~~COMPREHENSIVE EXAMINATION~~ ~~STRUCTURE~~ Doctoral Core Content Examination Structure

~~The comprehensive examination for the Ed.D. has two parts:~~

~~Individual written exam~~

~~Presentation/publication.~~

~~Prior to committing to the options, students are advised to consult the department handbook~~

~~and confer with their faculty advisers. Any failed portion may be repeated once but the student may be~~

~~directed by the program advisory committee to take additional coursework. If the examination or any~~

~~portion thereof is failed a second time, the student will be dismissed from the program.~~

~~Failure to pass the comprehensive examination the second time terminates the degree program~~

~~and the student will be dismissed from the program. Upon successful completion of the examination,~~

~~the program advisory committee will endorse advancement to candidacy. Students must complete all~~

~~portions of the comprehensive examination by December 31 following the last semester in which the~~

~~student completes the block.~~

The Doctoral Core Content Examination will be completed in the final semester of Doctoral Leadership Core. The exam will be a comprehensive exam of the eight courses included within the Doctoral Leadership Core and will be administered during Semester 4 of the doctoral program. If any portion of the exam is failed, a program faculty committee has the option to require the student to repeat coursework that relates to the portion of the exam that did not meet passing requirements. A student may have a second attempt to repeat any failed portion of the Doctoral Core Content Examination. A second failed attempt on any portion of the examination will result in the student’s dismissal from the doctoral program.

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ADMISSION TO CANDIDACY

Students may apply for admission to candidacy upon satisfactory completion of the comprehensive examination. Students may not apply for candidacy while on probation or with a GPA of less than

3.00.

CONTINUOUS ENROLLMENT

~~Doctoral students must maintain continuous enrollment subsequent to passing the comprehensive examination. Students maintaining continuous enrollment must register for a minimum of one hour~~

~~of doctoral research (ELAD 880V) or dissertation (ELAD 889V) during each regular semester, including~~

~~at least one summer term each year, until the dissertation has been accepted. Doctoral students who~~

~~are granted an extension to complete the dissertation beyond the allocated four year period of time~~

~~must enroll in six credit hours for each consecutive semester (Fall, Spring, Summer I or II) until the~~

~~completion or termination of doctoral status.~~

Doctoral students must maintain continuous enrollment with their cohort through all 10 semesters of the program.

TIME TO DEGREE

~~All requirements for the doctoral degree must be completed within a period of four (4) years from~~

~~the last semester in which the student completes the block courses. A student who has not completed~~

~~the dissertation four years from the last semester in which the student completed the block courses~~

~~has two options to extend the time to degree. Time limits are strictly monitored. Students exceeding the~~

~~time limit may be required to repeat the comprehensive examination, replace out-of-date credits with~~

~~up-to-date work, and/or show other evidence of being current in their major and minor fields. Students~~

~~anticipating that they will exceed the time limit should apply for an extension.~~

~~Holding a full-time job is not in itself considered sufficient grounds for requesting an extension.~~

~~Time spent in obligated military service of the United States will not be considered in computing these~~

~~time limits. However, career members of the armed forces should consult the Registrar concerning~~

~~credit given to work completed before entering active service.~~

~~The faculty approved the following procedure to operationalize the “Time to Degree” policy:~~

~~Students who have not completed the dissertation four years from the last semester in which the~~

~~student completes the block courses have two options to extend the time to degree.~~

~~Doctoral students who have completed a dissertation proposal that has been accepted by the~~

~~committee prior to the expiration date will be granted a one year extension upon committee approval.~~

~~For those individuals who have not had a proposal approved by their committee, a two year~~

~~extension may be granted contingent upon committee approval with the completion of additional prescribed course work and a retake of the written comprehensive examination.~~

All requirements for the doctoral degree must be completed within ten consecutive semesters from the program’s beginning. The first four semesters of the program are dedicated to the Doctoral Leadership Core. The remaining six semesters are dedicated to the Doctoral Research and Dissertation Core. The entire doctoral program must be completed in 3.5 years. Time limits of progression to degree are strictly monitored. Students exceeding the time limit may petition the doctoral faculty for an extension. Extensions will be granted only when serious extenuating circumstances have occurred in the student’s life that limits their ability to complete the program within the prescribed time limit.

APPROVAL OF DISSERTATION RESEARCH BY THE IRB

Under federal regulation, all institutions receiving funds from any of 16 federal agencies, including USDA, NASA, NSF, EPA, Department of Education, and NIH, are required to establish institutional

review boards to monitor all funded research involving humans. Human research is defined as any

systematic activity involving the collection and/or analysis of data on human subjects for the purpose

of advancing generalizable knowledge, unless this activity is specifically exempted by current federal

regulations. It is the policy of this university to apply the regulations to all research and research related activities which involve humans, funded or not. Dissertation research involving human subjects

is included.

Copies of the Arkansas State University Institutional Review Board Information Packet are available in the Office of Research and Technology Transfer.

SEMINAR FOR THE DEFENSE OF THE DISSERTATION PROPOSAL

The dissertation proposal should be distributed to all members of the advisory committee at least

one week before the date set for the defense seminar. Enough copies should be made for all members

of the doctoral committee and for visitors to the defense seminar. The defense seminar will be open

to faculty and to master’s and doctoral students. After candidates have successfully defended the

proposed problem, it is assumed that they will develop, with the supervision of the advisory committee,

this proposed problem into a completed dissertation. The candidates will be notified in writing of their

committee’s approval.

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DISSERTATION DEFENSE

Upon completion of the dissertation, an oral presentation of the dissertation research and results

followed by an examination which deals with the dissertation and any other aspect of candidates’ programs which the committee designates will be held.

Arrangements for this examination will be made by the CEE, but announced by the Registrar.

This oral examination will be open to the public.

FINAL FORM

The completed dissertation must follow the style and format requirements of Graduate Programs

as contained in the Guide to Thesis and Dissertations: Preparation and Electronic Submission. It is

the responsibility of candidates to assure that the completed dissertation follows this designated form.

Before submission, the completed dissertation must be approved by the entire advisory committee and

the CEE Director, as listed in the Guide. At least four copies of the completed dissertation will be submitted by candidates. The bound copies will be on file with the A-State Library, CEE, adviser, and the

department. The Center endorses the use of APA as the approved style for formatting the dissertation.

Any deviation from APA should be approved by the advisor.

THE ABSTRACT

Candidates will be responsible for the preparation of an abstract of the dissertation which will

be submitted at the same time as the completed dissertation or project. The abstract must not exceed

300 words.

DEADLINE FOR SUBMISSION

The completed dissertation and abstract, signed by all members of the advisory committee, must

be submitted to Proquest by the deadline set for accepting dissertations. The date for each semester

and summer term is given in the Academic Calendar.

CHECKLIST FOR THE LAST SEMESTER BEFORE GRADUATION

In the last semester before graduation, candidates must:

• register for the graduation fee.

• file an Intent to Graduate Form with the relevant deadline.

• complete the final oral examination on the dissertation.

• submit the dissertation online by the relevant deadline.

PROGRAM OF STUDY

~~Each student will complete a program of studies determined in consultation with and approved~~

~~by the student’s advisory committee. This program will be designed to ensure breadth of professional~~

~~knowledge and an appropriate specialization in educational leadership. At least 99 semester hours are~~

~~required beyond the bachelor’s degree, inclusive of applicable master’s and specialist degree credit.~~

Each student will complete the defined program of study as articulated in the doctoral student handbook.

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Educational Leadership

Doctor of Education

University Requirements:

See Graduate Degree Policies for additional information (p. 39)

Core Courses: Sem. Hrs.

ELAD 8043, Adv. Organizational Theory and Inquiry 3

ELAD 8203, Politics of Education 3

ELAD 8211, ~~Integrative Seminar I~~ Research Seminar I: Dissertation Chapter 1 1

ELAD 8221, ~~Integrative Seminar II~~ Research Seminar II: Dissertation Chapter II 1

ELAD 8231, ~~Integrative Seminar III~~ Research Seminar III: Dissertation Chapter III 1

***ELAD 8246, Dissertation Seminar I: Dissertation Chapter 4 6***

ELAD 8253, Education Policy and the Law 3

***ELAD 8256, Dissertation Seminar II: Dissertation Chapter 5 6***

ELAD 8313, Doc Sem: Educational Leadership Practices I 3

ELAD 8333, Organizational Development in Education 3

ELAD 8343, Comparative Education 3

~~ELAD 889V, Dissertation 12~~

ELCI 8213, Doc Sem: Curriculum and Instruction 3

ELFN 7773, Advanced Educational Research 3

ELFN 7783, Advanced Educational Statistics 3

ELFN 8763, Doc Sem: Socio Cultural Issues of Education 3

ELFN 8773, Doc Sem: Educational Research and Evaluation 3

ELFN 8783, Qualitative Research and Evaluation 3

Sub-total ~~45~~ 51

Master’s Degree (Any Field)

Sem. Hrs.

30

~~Research, Sociocultural, Psycho-behavioral and Leadership Foundations:~~

~~Asterisked (\*) courses may be taken the summer before starting the doctoral cohort classes in the~~

~~fall if all other prerequisites are met.~~

~~Sem. Hrs.~~

~~ELAD 6073, School Law 3~~

~~ELAD 6203, Ethical Leadership 3~~

~~ELCI 6063, Curriculum Management 3~~

~~ELCI 6533, Theories of Instruction 3~~

~~ELFN 6763, Philosophies of Education 3~~

~~ELFN 6773, Intro to Statistics & Research 3~~

~~\*ELFN 7773, Advanced Educational Research 3~~

~~\*ELFN 7783, Advanced Educational Statistics 3~~

~~Research, Sociocultural, Psycho-behavioral and Leadership Foundations Electives~~

~~(select three of the following):~~

~~ELAD 6033, Admin & Supervision of Special Education~~

~~ELAD 6053, Planning & Resource Allocation~~

~~ELCI 6083, Supervision & Evaluation of Teaching~~

~~ELCI 6323, Elementary Curriculum~~

~~ELCI 6423, Middle School Curriculum~~

~~ELCI 6523, Secondary School Curriculum~~

~~9~~

~~Sub-total 33~~

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Educational Leadership (cont.)

Doctor of Education

~~Cognate/Electives:~~

~~Research, Sociocultural, Psycho-behavioral and Leadership Foundations electives not taken to~~

~~satisfy requirements above may be substituted for courses below:~~

Doctoral Sub-Core:

Required if students possess only a Master’s degree

Sem. Hrs.

~~Select seven of the following:~~

~~ELAD 6003 School & Community Relations~~

~~ELAD 6423 Ethical and Legal Issues in Special Education~~

~~ELAD 6593 Supervised Internship~~

~~ELAD 7013 School Personnel Administration~~

~~ELAD 7023 School Business Management~~

ELAD 7033 Contemporary Issues

~~ELAD 7043 Management of Operational Systems~~

~~ELAD 7053 Special Problems~~

ELAD 7073 Schooling in a Pluralistic Society

~~ELAD 7103 School District Administration~~

~~ELAD 7493 Supervised Internship~~

~~ELCI 6493 Curriculum Internship~~

ELCI 7523 Curriculum Theory and Practice

~~ELFN 7583 Evaluation of Educational Programs~~

~~Additional approved electives~~

~~21~~

9

Total Required Hours: ~~99~~ 90