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

**New Emphasis, Concentration, Option, or Minor Proposal 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.

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| Alicia Shaw | 10/5/2021 |

**Department Curriculum Committee Chair** |

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**COPE Chair (if applicable)** |
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| Dr. Kimberley Davis  | 10/4/2021 |

**Department Chair** |

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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |

**Head of Unit (if applicable)**   |
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| Wayne Wilkinson | 10/8/2021 |

**College Curriculum Committee Chair** |

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**Undergraduate Curriculum Council Chair** |
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| --- | --- |
| Lance G. Bryant | 10/11/2021 |

**College Dean** |

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**Graduate Curriculum Committee Chair** |
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| N/A  | Enter date |

**General Education Committee Chair (if applicable)**   |

|  |  |
| --- | --- |
| Alan Utter | 10/25/2021 |

**Vice Chancellor for Academic Affairs** |

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

Dr. Kimberley Davis; kimberleydavis@astate.edu; 870-972-3607

1. **Proposed Starting Date**

**Summer 2022**

1. **Title of degree program:**

Doctor of Education , Educational Leadership

1. **Proposed name of new option/concentration/emphasis/minor:**

Higher Education Leadership Emphasis

1. **Reason for proposed action that includes rationale, goals, and student population served:**

The current Ed.D. program has an emphasis in P12 leadership and we currently have a small but growing enrollment of students already working in higher education and wanting to further their education to senior management positions, or are K12 teachers or administrators wanting to move to a career emphasis in higher education. The majority of the full-time faculty in the EdD program have K12 experience with little senior management experience in higher education as Presidents, Vice Presidents, associate vice presidents, or deans. The majority of the current adjunct faculty also are from K12 and cannot speak to the issues and concerns of aspiring senior leadership. Higher Education ranks 4th in potential demand among Doctoral Education programs in Arkansas. Employment for Higher Education (community college and 4 institutions) occupations in the region is projected to grow 11.05% from 2019 to 2028.

1. **Provide the following:**
	1. Curriculum outline - List of courses in new option/concentration/emphasis/minor – Underline required courses

HIED 8343 Higher Education Finance (3 units)

HIED 8203 Higher Education Assessment & Accreditation (3 units)

HIED 8333 Implementing Organizational Change in Higher Education (3 units)

HIED 8253 Higher Education Policy & Law (3 units)

HIED 8213 Teaching in Higher Education (3 units)

HIED 8313 Higher Education Leadership (3 units)

Electives

ELFN 6773 Introduction to Statistics and Research (3 units) (If not taken within the last two years with a grade of B or higher)

6000 level courses as electives (6 units)

Additional electives already in 2021-2022 Graduate Bulletin:

**ELAD 8421. Designing Surveys (remove prerequisite course “ELAD 8411. Succeeding in the PhD Program” that is not taught).**

* 1. Total semester credit hours required for option/emphasis/concentration/minor

12 as noted above in “a” by underlined text

* 1. Student demand (projected enrollment) for program option

Academic Partnerships conducts marketing and recruitment for the current EdD have identified this concentration the first to be implemented. There will be approximately 30 students per cohort for 3 intakes a year.

1. **Will the new option/emphasis/concentration/minor be offered?**
	1. **Traditional/Face-to-face** No
	2. **Distance/Online** Yes
		1. **If yes, indicate mode of distance delivery, and the percentage of courses offered via this modality (<50%, 50-99%, or 100%).**

The current EdD program is operated on 100% asynchronous modality.

* + 1. **If online, will it be offered through Global Initiatives/Academic Partnerships (AP)?**

The higher education concentration will be offered under the current arrangement with Academic Partnerships.

1. **Specify the amount of the additional costs required, the source of funds, and how funds will be used.**
2. Higher Ed Faculty full-time position to teach in the program starting Summer 2022.

The position will be funded by AOS.

**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. Please include a before (with changed areas highlighted) and after of all affected sections.** **\*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.**  |

Before

Page 85 of the 21-22 Bulletin**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 ap- plication no later than March 1 for the fall semester. 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 pay- ment 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 Ad- missions will compute the graduate GPA by counting all graduate courses completed, including any repeated courses.)
4. Two letters of recommendation from professionals 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 of Curriculum Vitae

**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

*The bulletin can be accessed at https://www.astate.edu/a/registrar/students/bulletins*

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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.

**GENERAL REQUIREMENTS FOR THE DEGREE**

Candidates must earn a minimum of 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 90 credits beyond the bachelor’s degree, for those possessing a master’s degree. 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 51 credits. Students enrolled in the Ed.D. program who receive four or more credits 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.

**DOCTORAL CORE CONTENT EXAMINATION STRUCTURE**

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**

Students must maintain continuous enrollment with their cohort through all ten (10) semesters of the program.

**TIME TO DEGREE**

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 re- lated 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 avail- able 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.

**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’ pro- grams 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**

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submitted by candidates. The bound copies will be held in the A-State Library. 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**

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• 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.

**CERTIFICATE**

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

AFTER

**Program of Study for the Doctor of Education in Educational Leadership Degree, Higher Education Leadership Emphasis**

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**CERTIFICATE**

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 ***Before After***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Current course requirements**  |  | **Proposed changes**  |  |  |
| See 2021-22 Graduate Bulletin p. 89  |  |  |  |  |
| **Core Courses:** | **Sem. Hrs.** |  | **Sem. Hrs.** |  |
| ELAD 8043, Adv. Organizational Theory and Inquiry | 3 | No change  | 3 |  |
| ELAD 8203, Politics of Education | 3 | HIED 8203 Higher Education Assessment & Accreditation (3 units) | 3 |  |
| ELAD 8253, Education Policy and the Law | 3 | HIED 8253 Higher Education Policy & Law (3 units) | 3 |  |
| ELAD 8313, Doc Sem: Educational Leadership Practices I | 3 | Or substitute HIED 8313 Higher Education Leadership (3 units)  | 3 |  |
| ELAD 8333, Organizational Development in Education | 3 | HIED 8333 Implementing Organizational Change in Higher Education (3 units) | 3 |  |
| ELAD 8343, Comparative Education | 3 | HIED 8343 Higher Ed Finance (3 units) | 3 |  |
| ELAD 8501, Dissertation I: Prospectus | 1 | No Change | 1 |  |
| ELAD 8511, Dissertation II: Chapter One | 1 | No Change | 1 |  |
| ELAD 8521, Dissertation III: Chapter Two | 1 | No Change | 1 |  |
| ELAD 8531, Dissertation IV: Chapter Two Approval | 1 | No Change | 1 |  |
| ELAD 8532, Dissertation V: Chapter Three | 2 | No Change | 2 |  |
| ELAD 8613, Dissertation VI: Chapter Four Data Collection | 3 | No Change | 3 |  |
| ELAD 8623, Dissertation VII, Chapter Four Data Analysis | 3 | No Change | 3 |  |
| ELAD 8633, Dissertation VIII: Chapter Five | 3 | No Change | 3 |  |
| ELCI 8213, Doc Sem: Curriculum and Instruction | 3 | Or substitute HIED 8213 Teaching in Higher Education (3 units)  | 3 |  |
| ELFN 7773, Advanced Education Research | 3 | No Change | 3 |  |
| ELFN 7783, Advanced Education Statistics | 3 | No Change | 3 |  |
| ELFN 8763, Doc Sem: Socio Cultural Issues of Education | 3 | No Change | 3 |  |
| ELFN 8773, Doc Sem: Educational Research and Evaluation | 3 | No Change | 3 |  |
| ELFN 8783, Qualitative Research and Evaluation | 3 | No Change | 3 |  |
|  |  | ELFN 6773. Introduction to Statistics and Research if not taken within last 2 years with B or higher or electives  | **3** |  |
| **Sub-total** | **51** |  | **54** |  |
| **Master’s Degree (any field)** | **Sem. Hrs.** |  |  |  |
| **Sub-total** | **30** |  | **30** |  |
| **Doctoral Subcore:**Required if students possess only a Master’s degree | **9** | **Doctoral Electives**  | **6** |  |
| **9** |  | **Eliminate concept of Doctoral subcore for Higher Ed track**  | **0** |
| **Total Required Hours:** | **90** |  | **90** |  |