



OFF-SITE DELIVERY OF AN EXISTING PROGRAM FORM

**Sponsoring Institution (s):** Lindenwood University  
Name of Institution (Campus or off-campus residential center in the case of multi-campus institutions).

**Program Title:** Master of Arts in School Counseling, Doctorate Degree in Education Administration, Doctorate Degree in Instructional Leadership  
**Degree/Certificate:** Master of Arts; Doctorate  
**Institution Granting Degree:** Lindenwood University  
**Delivery Site(s):** West Plains School District, South Central Career Center, 407 Thornburg St., West Plains, MO 65885  
**Mode of Program Delivery:** Seated and Hybrid

**Geographic Location of Student Access:** Southwest Missouri

**CIP Classification:** 13.1101, 13.0411, 13.0401 (Please provide CIP code)  
**Implementation Date:** Fall 2015  
Semester and Year  
**Cooperative Partners:** NA

AUTHORIZATION

Dr. Marilyn Abbott, Provost and VPAA		11/30/2014
_____ Name/Title of Institutional Officer	_____ Signature	_____ Date
Dr. Cynthia Bice, Dean	636-949-4618	
_____ Person to Contact for More Information	_____ Telephone	



**STUDENT ENROLLMENT PROJECTIONS**  
**WEST PLAINS, MISSOURI**

Year	1	2	3	4	5
Full Time					
Part Time	<b>25</b>	<b>25</b>	<b>35</b>	<b>35</b>	<b>40</b>
Total					

Please provide a rationale regarding how student enrollment projections were calculated:

The West Plains location is a cohort program, so students start together. As the program continues, new cohorts can be formed.

Provide a **rationale** for proposing this program, including **evidence of market demand and societal need supported by research**:

The school district showed an interest in the program and requested to work with Lindenwood University.



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## PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS

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Institution Name Lindenwood  
Program Name Master of Arts, School Counseling; Doctorate in Educational Administration; Doctorate in Instructional Leadership. West Plains, Missouri  
Date June 30, 2015

(Although all of the following guidelines may not be applicable to the proposed program, please carefully consider the elements in each area and respond as completely as possible in the format below. Quantification of performance goals should be included wherever possible.)

### 1. Student Preparation

- Any special admissions procedures or student qualifications required for this program which exceed regular university admissions, standards. e.g., ACT score, completion of core curriculum, portfolio, personal interview, etc. Please note if no special preparation will be required.  
Resume, Personal Interview, 4 Letters of Recommendation, Cumulative GPA 3.4, writing sample
- Characteristics of a specific population to be served, if applicable.  
Educators, Counselors

### 2. Faculty Characteristics

- Any special requirements (degree status, training, etc.) for assignment of teaching for this degree/certificate.  
Minimum requirement Ed.D
- Estimated percentage of credit hours that will be assigned to full time faculty. Please use the term "full time faculty" (and not FTE) in your descriptions here.  
No full-time faculty; adjuncts only
- Expectations for professional activities, special student contact, teaching/learning innovation.  
Faculty serve as advisors/mentors to students to ensure consistency with main campus policies and procedures.

### 3. Enrollment Projections

- Student FTE majoring in program by the end of five years.  
NA Part-time students

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- Percent of full time and part time enrollment by the end of five years.  
100% Part-time enrollment

#### 4. Student and Program Outcomes

- Number of graduates per annum at three and five years after implementation.  
Three years – 35; Five years - 40
- Special skills specific to the program.  
Doctorate program: Maintain 3.5 gpa while in program; students are seeking higher degree to become a superintendent or instructional leader/curriculum facilitator. Students must successfully complete a degree program and pass certification assessments to be recommended for certification per MODESE requirements. Two years successful teaching experience for certification program. MA – School Counseling: maintain 3.0 gpa, complete 2 semesters of Field Placement. Hold prior teacher certification, or complete required education courses; pass comprehensive exam
- Proportion of students who will achieve licensing, certification, or registration.  
100%
- Performance on national and/or local assessments, e.g., percent of students scoring above the 50th percentile on normed tests; percent of students achieving minimal cut-scores on criterion-referenced tests. Include expected results on assessments of general education and on exit assessments in a particular discipline as well as the name of any nationally recognized assessments used.  
Our goal is aligned with MODESE APR requirements: Eighty percent of students will pass the certification exam by the second attempt.
- Placement rates in related fields, in other fields, unemployed.  
100%
- Transfer rates, continuous study.  
NA

#### 5. Program Accreditation

- Institutional plans for accreditation, if applicable, including accrediting agency and timeline. **If there are no plans to seek specialized accreditation, please provide a rationale.**  
Lindenwood University is accredited through the Higher Learning Commission. The Lindenwood University School of Education programs are accredited through the Missouri Department of Elementary and Secondary Education. The initial teacher certification program is accredited through the national Council for the Accreditation of Educator Preparation (CAEP) through the national Teacher Education Accreditation Council (TEAC) legacy pathway. Currently CAEP is finalizing national advanced

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education standards and Lindenwood University School of Education will pursue this certification when it is available.

#### **6. Alumni and Employer Survey**

- Expected satisfaction rates for alumni, *including timing and method of surveys*.  
100%. Faculty are evaluated each semester by students, as well as faculty supervisors.
- Expected satisfaction rates for employers, including timing and method of surveys.  
100%

#### **7. Institutional Characteristics**

- Characteristics demonstrating why your institution is particularly well-equipped to support the program.

Lindenwood University has successfully sponsored many other extended sites in the state of Missouri. Based on Missouri Department of Elementary and Secondary informal information, Lindenwood reportedly has the largest administrator certification program in the state of Missouri and the highest administrator placement rate in the state of Missouri.