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NEW PROGRAM PROPOSAL FORM

Sponsoring Institution(s): Lindenwood University

Program Title: School Administration

Degree/Certificate: Educational Specialist

CIP Classification 130401

Implementation Date: 2008-09

Expected Date of First Graduation: 2009-10

AUTHORIZATION

Jann Weitzel/ VP for Academic Affairs

Name/Title of Institutional Officer

Signature

Date

Jann Weitzel, Ph.D.

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Person to Contact for More Information Telephone

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PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS

Institution Name: Lindenwood University

Program Name: School Administration (Ed.S.)

Date : July 19, 2010

(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.)

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.
- Characteristics of a specific population to be served, if applicable.

Faculty Characteristics

- Any special requirements (degree status, training, etc.) for assignment of teaching for this degree/certificate.
- 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.
- Expectations for professional activities, special student contact, teaching/learning innovation.

Enrollment Projections

- Student FTE majoring in program by the end of five years.
- Percent of full time and part time enrollment by the end of five years.

Student and Program Outcomes

- Number of graduates per annum at three and five years after implementation.
- Special skills specific to the program.
- Proportion of students who will achieve licensing, certification, or registration.
- 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.

- Placement rates in related fields, in other fields, unemployed.
- Transfer rates, continuous study.

Program Accreditation

- Institutional plans for accreditation, if applicable, including accrediting agency and timeline. If there are no plans to seek specialized accreditation, please provide reasons.

Alumni and Employer Survey

- Expected satisfaction rates for alumni, including timing and method of surveys
- Expected satisfaction rates for employers, including timing and method of surveys

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STUDENT PREPARATION

To be eligible for the Ed.S. in School Administration program, students must:

1. Possess a Master of Arts degree from an accredited college or university with a minimum gpa of 3.0 on a 4.0 scale.
2. Hold a valid teaching certificate.
3. Wish to become certified as a school administrator.

PROGRAM STRUCTURE

A. Total credits required for graduation: **34 hours**

B. Residency requirements, if any: **None**

C. General education: Total credits: **N/A**

Courses (specific courses OR distribution area and credits):

Core Courses Required for School Administration Degree Hours

EDU 57000 Educational Research 3

EDU 52000 Curriculum Analysis and Design 3

Total 6 hours

Administration Courses

EDA 60800 Foundations of Elem Admin. & Organization *or*

EDA 60900 Secondary Admin. & Organization 4

EDA 61600 School Supervision 3

EDA 61800 School Business Management 3

EDA 62600 School Law 3

EDA 53000 Public & Community Relations 3

EDA 53500 School Facilities 3

EDA 65300 Closure Course/Field Experience 3

EDA 64500 Statistical Research in Ed Admin 3

EDA 65000 Specialist Project 3

Total 28 Hours

Total Degree Completion Hours 34 Hours

D. Major requirements: Total credits: **None**

E. Free elective credits: **None**

F. Requirements for thesis, internship or other capstone experience:

The Specialist Project is completed during the final semester of the degree program. When registering for the final semester, the candidate will submit a proposal for the final project to be approved by the Specialist Project Professor. The final project will be written in a three chapter proposal format. A minimum of 50 pages and 40 sources are required. If the project is not complete and satisfactory at the end of EDA 650, the student must maintain continuous enrollment during the fall and spring semesters in EDA 680 until the project is finished.

The EDA 653 Field Experience course provides an opportunity for the student to closely study the area of administration through participation and interaction with a school administrator. Each student spends at least 3 hours each week participating in the activities of a building administrator, under the guidance of a professor and an active principal.

FACULTY CHARACTERISTICS

Professors who teach in the Ed.S. in School Administration Program, must have work experience and expertise in the course(s) taught. Full time faculty teach 22 of the 34 credit hours or 65% of the courses required for the program. Each course in the School Administration program requires 15 hours of related internship activities to enrich and expand classroom learning. Instructors have Ed.S. level or equivalent to teach in the Ed.S. program. All full time instructors have terminal degrees.

PROGRAM ACCREDITATION

Lindenwood University Teacher Education Programs are accredited by the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools and the Missouri Department of Elementary and Secondary Education (DESE). The School of Education is also a member of the Teacher Education Accreditation Council (TEAC).

ALUMNI AND EMPLOYER SURVEYS

Lindenwood University Educational Leadership Programs conduct an annual survey of exiting graduates, one and five year graduates, and the administrators or supervisors of the graduates. The responses to the survey assist Lindenwood University in evaluating program goals and standards. This survey is also used by the School of Education for program revision, where necessary. The questions are related to the ISLLC and MoSTEP standards. It is expected that the satisfaction rate will be 3.5 or better on a 4.0 scale.

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STUDENT ENROLLMENT/PROJECTIONS

Year	2008-09	2009-10	2010-11	2011-12	2012-13
Full time	7	6	5	4	4
Part time	8	9	12	15	18
Total	15	15	17	19	22
Graduation	0	13	15	16	18

STUDENT AND PROGRAM OUTCOMES

After completing all coursework, students who apply for initial certification in School Administration in Missouri must also successfully complete the School Leaders Licensure Assessment (SLLA), which is administered by the Educational Testing Service (ETS). The following table represents the number of students who successfully passed the exam during this time frame.

Year		Total # of completers pass 1st time	Completers who passed on the 2nd attempt	Completers who passed on the 3rd attempt	Total # of Test Scores by Completers	Overall Pass Rate
2008-2009		15	1	0	16	100%

Data is maintained on students applying for initial certifications in School Administration that are processed through the School of Education, Educational Leadership program. This provides valuable data regarding the candidates' matriculation into the profession. The following table reflects the number of administrative certification applications applied for by Lindenwood University Educational Leadership program for the Ed.S. in School Administration Program.

Certification Type	Fall 08	Spring 09	Fall 09	Spring 10	Total
Initial	0	15	8	10	33