

PROGRAM MODIFICATION PROPOSAL

Name of Institution: South Carolina State University

Name of Program: Doctor of Education Educational Administration (Ed.D.) Higher Education Concentration

Program Designation

Doctoral Degree: Professional Practice, Ed. D.

Does the program qualify for supplemental Palmetto Fellows and LIFE Scholarship awards?

Yes

No X

Proposed Date of Implementation: Fall 2015

CIP Code 130401

Delivery Site(s): South Carolina State University Main Campus, Orangeburg

Delivery Mode

Traditional/face-to-face*

Program Contact Information (name, title, telephone number, and email address)

Dr. Charlie G. Spell

Associate Professor and Interim Chair, Department of Educational Leadership

Tel.: 803-536-8963

Email: cspell@scsu.edu

Institutional Approvals and Dates of Approval

Graduate Studies Council

School of Graduate Studies

Provost

Educational Policies Council

Faculty Senate

President

Board of Trustees

April 2, 2012

May 7, 2012

May 22, 2012

May 22, 2012

June 10, 2012

June 18, 2012

October 3, 2013

PROGRAM MODIFICATION PROPOSAL

Background Information

Provide a detailed description of the proposed modification, including its nature and purpose and centrality to institutional mission. (1500 characters)

a) **Detailed description of the proposed modification:**

The Department of Educational Leadership at SC State University seeks approval of a modification to its Doctor of Education Educational Administration degree by adding a concentration in Higher Education Administration. The concentration will be incorporated into the Ed.D. curriculum in Educational Administration. The higher education administration concentration is designed for persons who desire to become professional practitioners on the tertiary education level.

b) **Statement of the purpose of the modified program:**

This concentration in Higher Education will enhance the Ed.D. program in Educational Administration, by increasing enrollment in the Ed. D. program, and expanding career opportunities primarily for existing K-12 educational practitioners. This concentration will cultivate and enhance the administrative skills of graduates of the program and afford them the opportunity to secure mid and high level administrative positions in tertiary level institutions such as coordinators, directors, department chairpersons, deans, vice presidents, provosts etc. The graduates with this concentration will receive a minimum of 18 specialized hours in higher education administration courses.

List the objectives of the modified program. (1500 characters)

Discussion of the objectives of the modified program:

Some K-12 practitioners, including those enrolled in the Ed.S. program, have expressed interest in working in higher education. Pursuing the Ed.D. with a concentration in Higher Education would increase the number of persons trained for higher education administration positions. Offering this concentration will help address supply and demand issues relative to having trained higher education administrators. The Higher Education Administration concentration will prepare graduates for needed positions in post-secondary institutions.

The objectives of the Higher Education concentration are three-fold:

- (1) To provide an advanced degree option for persons wishing to pursue administrative careers in higher education;
- (2) To develop, cultivate and promote administrative skills outside the existing program's emphasis in K-12 educational administration; and
- (3) To provide highly prepared graduates needed by post-secondary institutions.

PROGRAM MODIFICATION PROPOSAL Assessment of Need

Provide an assessment of the need for the program modification for the institution, the state, the region, and beyond, if applicable. (1500 characters)

The Bureau of Labor Statistics, U.S. Department of Labor, *Occupational Outlook Handbook, 2014-2015 Edition* indicates that the employment of postsecondary education administrators is projected to grow 15 percent from 2012 to 2022, faster than the average for all occupations. The expected growth is due to increases in enrollment at tertiary level institutions.

Graduates would be afforded the opportunity to secure administrative positions in two and four year colleges and universities across South Carolina and the United States. There are numerous college and university postings of administrative vacancies in and outside of the state. A search for higher education vacancies in October-November 2014 revealed the following postings:

Allen University

- Director of Financial Aid
- Admissions Recruiter

Anderson University

- Enrollment Management Support Staff

Benedict College

- Senior Administrator Vacancies

Columbia International University

- Assessment Coordinator
- Dean College of Counseling
- Director of Marketing and Communications

Claflin University

- Department Chair, English & Foreign Languages/Associate Professor or Professor
- Chair/Associate Professor/Department of Chemistry

Furman University

- Assistant Director, Bridges to a Brighter Future
- Assistant Vice President for Assessment and Institutional Effectiveness
- Assistant Vice President for Student Development

- Vice President for Enrollment Management

ITT Technical Institute

- Director of Career Services
- College Director
- Manager of Student Recruitment
- Manager of Student Recruitment
- Director of Finance
- Records Coordinator
- Chair, School of Electronics Technology
- Chair, School of Information Technology
- Dean

Limestone College

- Director of Intramural Sports and Summer Conference

Medical University of South Carolina (MUSC)

- Program Coordinator II
- University Press General Manager
- Information resource Consultant II
- Graniteville Community Health Coordinator
- Manager Occupational Safety & Health

Morris College

- Chairperson, Division of Education

Newberry College

- Chair, Department of Teacher Education
- Chair, Department of Social & Behavioral Sciences
- Director of Financial Reporting

Presbyterian College

- Dean of Academic Programs
- Registrar and Director of Records

South Carolina State University

- Grants Administrator I/Pre-Award

- Provost
- Vice President for Operations

Southern Methodist University

- Director of Professional MBA Admissions
- Associate Director MBA Student Services
- Coordinator II Systems Management

University of South Carolina

- Program Coordinator II Director of Internship Programs Academic Affairs
- Human Services Coordinator II
- Program Coordinator I
- Training & Development Director I- Quality Coach
- Department Chair/Head- Medicine
- Public Information Director I – Director of Public Relations
- Vice Chancellor for University Advancement and External Relations- USC Aiken
- Department Chair/Head- Health Promotions Education and Behavior (HPEB)
- Senior Vice Chancellor for Academic Affairs
- Associate Dean for Academic Affairs- Academic Dean
- Dean of the School of Education- USC Aiken
- Dean of the College of Humanities and Social Sciences- USC Aiken
- Dean of the School of Nursing- USC Aiken
- Human Resources Director I
- Training & Development Director I
- Academic Program Director
- Director of Psychiatric and Counseling Services
- Assistant Director of Financial Aid (Student Services Program Coordinator II)- USC Aiken
- Human Services Coordinator II

The Higher Education Administration Jobs Employment website (<http://www.higheredjobs.com/admin/>) recently posted the following out-of-state Higher Education Administrative positions:

- Business Continuity Analyst
- Director-Webster University
- Mid-Level Remedy systems Administrator
- Dean of Academic Affairs
- Education Program Specialists
- Assistant/Associate Professor In Organizational Leadership

- Dean of Academic Affairs
- Instructor-Urban PK 12 Educational Leadership
- Associate Director
- Executive Director of The Philadelphia Center

Finally, in spring 2014, the Department of Educational Leadership at SC State University conducted a survey to gauge interest in a Higher Education concentration among its Education Specialist students. Of the approximately sixty students polled, forty gave “Yes” responses indicating their interest in the concentration.

Will the proposed modification impact any existing programs and services at the institution?

Yes

No X

If yes, explain. (1000 characters)

PROGRAM MODIFICATION PROPOSAL

List of Similar Programs in South Carolina

Program Name	Institution	Similarities	Differences
Ph.D. Higher Education Administration	University of South Carolina	Doctoral Level Programs	Ph.D. not Ed. D.
Ph.D. Higher Education Administration	Coastal Carolina University	Doctoral Level Programs	Ph.D. not Ed. D.
Ph.D. Higher Education Administration	Clemson University	Doctoral Level Programs	Ph.D. not Ed. D.
Ed. D. Christian Higher Education Leadership	Columbia International University	Doctoral Level Programs	Christian Higher Education Focus

Program Modification Proposal

Description of the Program

Projected New Enrollment

Year	Fall		Spring		Summer	
	Headcount	Credit Hours	Headcount	Credit Hours	Headcount	Credit Hours
2015	10	90	12	108		
2016	15	135	17	153		
2017	20	180	22	198		
2018	25	225	25	225		
2019	25	225	25	225		

Curriculum

Attach a curriculum sheet identifying the courses required for the program.

Doctor of Education (Ed. D.) Degree in Educational Administration Program of Study – Higher Education Administration

Directions: Please provide the personal information requested. Also, provide information regarding transfer credits or course substitutions in accordance with the instructions below. Please type or legibly print the information, sign the form, and have it approved by your advisor before submitting it to the department.

Name (last/first) _____ SS# _____
Address _____
Telephone Work _____ Home _____ Cell _____
Email Address _____ Date Admitted to Program _____

Important Note: This degree program does not satisfy requirements for principal or superintendent certification. Students who have not completed the coursework for superintendent certification should complete the SCSU Ed.S. degree program prior to admission to the Ed.D. degree program.

The courses listed below represent the program of study for the Doctor of Education Degree in Educational Administration Higher Education Administration Option. Course substitutions must be clearly noted on this form. Any course on the program that is older than 8 years prior to the date that this degree is awarded must be revalidated, repeated or replaced with another approved course.

Completed Ed.S. Degree (circle one): Yes No

Completed coursework for superintendent certification (circle one): Yes No

Dept. Prefix	Course #	Course Title	Date/ Term Completed	Credit Hours	Grade	Where Taken
EAM	822	Organization & Administration in Higher Education		3		
EAM	823	Finance in Higher Education		3		
EAM	824	Legal Issues in Higher Education		3		
EAR	861	Dissertation Procedures		3		
EAR	803	Advanced Data Analysis		3		
EAR	804	Advanced Research Methods		3		
EAR	899	Dissertation Seminar		9		
Cognate Courses – Higher Education Option (Select 3 Courses)						
EAM	825	Current Issues in Higher Education		3		
EAM	826	Leading Change in Higher Education		3		
EAM	827	History of U.S Higher Education Administration		3		
EAM	828	Diversity in Higher Education		3		

EAM	839	Student Personnel Administration		3		
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Student's Signature _____ Date _____

 Major Professor/Advisor Date Committee Member Date

 Committee Member Date Chair, Dept. Ed. Leadership Date

IMPORTANT NOTE: STUDENTS MUST FILE A PROGRAM OF STUDY FORM WITH THE DEPARTMENT OF EDUCATIONAL LEADERSHIP BY THE END OF THE FIRST SEMESTER AFTER ADMISSION TO THE PROGRAM.

Curriculum Changes

Note: Complete this table only if there are changes to the curriculum.

Courses Eliminated from Capstone Program	Courses Added to the Higher Education Option
EAM 799 Technology in Education	EAM 822 Organization & Adm. In Higher Ed.
EAM 803A Education Issues	EAM 823 Finance in Higher Education
EAM 803B Education Issues	EAM 824 Legal Issues in Higher Education
Cognate Special Concentration	EAM 825 Current Issues in Higher Education
Cognate Special Concentration	EAM 826 Leading Change in Higher Education
Cognate Special Concentration	EAM 827 History of U.S. Higher Ed. Adm.
	EAM 828 Diversity in Higher Education
	EAM 839 Student Personnel Administration

Program Modification Proposal

Faculty

The current faculty will teach most of the courses, however, one additional faculty whose specialty is higher education will be hired from the second year of implementation. That person will teach exclusively in the higher education option.

Present Educational Leadership Faculty

Faculty Rank	Degrees
Professor	Ed.D. Curriculum and Instruction- Cognate: Administration MAT Secondary Administration BA English
Associate Professor I	Ph.D. Higher Education- Cognate Research and Evaluation/Computer Education M.Ed. Counselor Education BA Elementary Education
Associate Professor II	Ph.D. Educational Research Methodology M.Ed. Educational Measurement and Evaluations BA Educational Measurement and Evaluations
Associate Professor III	Ed.D. Doctor of Education M.Ed. Supervision and Administration BS Speech Pathology and Audiology
Associate Professor IV	Ed.D. Educational Leadership and Public Policy Ed.S. Student Personnel Service M.Ed. Guidance and Counseling BS Education
Associate Professor V	Ed.D. Doctor of Education-Education Administration M.Ed. Counselor Education BS Instrumental Music and Education
Assistant Professor I	Ph.D. Educational Leadership Ed.S Educational Administration MPH Public Health Education BS Biology

Resources

Physical Plant

There are no additional requirements on the physical plant since there is adequate space and facilities to support the existing Educational Administration program in its current location in Turner hall D-Wing.

Equipment

No new equipment is not needed to support the new Higher Education Administration option.

Library Resources

While library holdings are adequate to support the proposed modification, an additional \$1,000.00 will be provided to update the collection annually. Patrons of the Miller F. Whitaker Library also have access to additional electronic resources as well through PASCAL Delivers, a component of the statewide electronic academic library network, interlibrary loan services from LYRASIS, interlibrary loan services from CHEC libraries (Clafin, O C-Tech, SCSU), articulation agreements with various libraries in SC, and the statewide library borrowing card.

**Program Modification Proposal
Financial Support**

Estimated New Costs by Year						
Category	1st	2nd	3rd	4th	5th	Total
Program Administration						
Faculty and Staff Salaries		65,000	65,000	65,000	65,000	260,000
Graduate Assistants						
Equipment						
Facilities						
Supplies and Materials	1,500	1,500	1,500	1,500	1,500	7,500
Library Resources	1,000	1,000	1,000	1,000	1,000	5,000
Other* Clerical/Support						
Total	2,500	67,500	67,500	67,500	67,500	272,500
Sources of Financing						
Category	1st	2nd	3rd	4th	5th	Total
Tuition Funding	110,968	161,408	211,848	252,200	252,200	988,624
Program-Specific Fees						
State Funding (i.e., Special State Appropriation)*						
Reallocation of Existing Funds*						
Federal Funding*						
Other Funding*						
Total	110,968	161,408	211,848	252,200	252,200	988,624
Net Total (i.e., Estimated New Costs Minus Sources of Financing)	108,468	93,908	144,348	184,700	184,700	716,124

*Provide an explanation for these costs and sources of financing in the budget justification

Program Modification Proposal

Budget Justification

Provide a brief explanation for the other new costs and any special sources of financing (state funding, reallocation of existing funds, federal funding, or other funding) identified in the Financial Support table. (1000 characters)

Note: Institutions need to complete this budget justification *only* if any other new costs, state funding, reallocation of existing funds, federal funding, or other funding are included in the Financial Support table.

The following narrative explains the figures in the table above, which only lists new costs to the university and revenue derived from the program.

One additional faculty position (Higher Education Administration) will be added the second year of the program. An additional \$1,500 will be needed for Supplies and Materials. An additional \$1,000 will be provided to update the library's collection annually.

The enrollment for the next five years is based on an initial enrollment of 10 students in the fall and 12 in the spring while adding 5 new students each fall and two new students each spring. Enrollment will be capped at 25 in the fourth and fifth years. 50% of the initial fall 2015 cohort will graduate at the end of the 4th year. Annual in-state tuition for fulltime students is \$10,088. Thus the tuition revenue for:

Year 1 with 12 students (2 spring only) = $(10,088 \times 10) + (5,044 \times 2) = \$110,968$
Year 2 with 17 students (2 spring only) = $(10,088 \times 15) + (5,044 \times 2) = \$161,408$
Year 3 with 22 students (2 spring only) = $(10,088 \times 20) + (5,044 \times 2) = \$211,848$
Year 4 with 25 students = $10,080 \times 25 = \$252,200$
Year 5 with 25 students = $10,080 \times 25 = \$252,200$
Total for five years = \$988,624

From the chart, the Higher Education concentration has a five-year price tag of \$272,500 but will generate \$988,624 revenue over the same period; providing a net income of \$716,124.

Evaluation and Assessment

Will any the proposed modification impact the way the program is evaluated and assessed?

Yes

XNo

If yes, explain. (1000 characters)

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Will the proposed modification affect or result in program-specific accreditation?

Yes

No

If yes, explain; if the modification will result in the program seeking program-specific accreditation, provide the institution's plans to seek accreditation, including the expected timeline for accreditation. (500 characters)

Will the proposed modification affect or lead to licensure or certification?

Yes

XNo

If yes, explain how the program will prepare students for licensure or certification. (500 characters)

Teacher or School Professional Preparation Programs

Is the proposed modified program a teacher or school professional preparation program?

Yes

No

If yes, complete the following components.

Area of Certification

Attach a document addressing the South Carolina Department of Education Requirements and SPA or Other National Specialized and/or Professional Association Standards.