GRADUATE CERTIFICATE PROGRAM PROPOSAL
Cover Sheet

Academic Department: Educational Leadership  Date: 1/17/2013
Department Chair: Scott L. Day  Office: BEK 317
Phone: 765-7522  E-mail Address: sday1@uis.edu

The attached graduate certificate proposal has been approved by the department. I understand that students cannot be admitted to new graduate certificate programs until the program has received full governance approval and appears in catalog copy.

Scott L. Day, Associate Professor
Printed Name, Title
Signature

Description of Proposed Graduate Certificate Program

Please use the following outline when preparing the certificate proposal, and attach the description to this form before forwarding for required governance approvals.

I. Title of the Proposed Graduate Certificate

II. Mode(s) of Delivery (i.e., on-campus/blended program only; online program only; both)

III. Recommended CIP Code

IV. Purpose of the Proposed Graduate Certificate

V. Target Market/Intended Audience

VI. Occupational/Student Demand

VII. Proposed Curriculum and Anticipated Schedule of Course Offerings for Certificate (please include proposed catalog copy for the certificate program, and note that the minimum number of credit hours is 12 and the maximum number is less than 1½ the minimum number of credit hours required for a master’s degree)

VIII. Relation to Department’s Existing Degree Program

IX. Relation to Professional Accreditation or Professional Association Continuing Education Requirements (if applicable)

X. Certificate Admissions Requirements

XI. Resource Requirements (include staffing, equipment, etc.)

XII. Administrative Issues (i.e., who will provide advising for certificate students, who will track course completion for certificate?)

XIII. Anticipated First Semester/Year for Admitting Students to Certificate Program
Required Governance Approvals

Post-Baccalaureate Graduate Certificate programs require 18 semester hours or more for completion, and must receive the approval of the Academic Department, College Curriculum Committee, Graduate Council, and Campus Senate; be reported to the University of Illinois Board of Trustees; and be listed in the annual listing of the Illinois Board of Higher Education before they can appear in scheduled catalog copy and before a BANNER program code (CERT) can be assigned.

Campus-level Graduate Certificate programs require less than 18 semester hours for completion, and must receive the approval of the Academic Department, College Curriculum Committee, Graduate Council, and Campus Senate before they can appear in scheduled catalog copy and before a BANNER program code (NDEG) can be assigned.

UIS Governance Review Decisions

This is a proposal for a [ ] Post-Baccalaureate Graduate Certificate [ x ] Campus-level Graduate Certificate. It has been reviewed by the following governance bodies:

College Curriculum Committee [ ] Proposal Approved [ ] Proposal Denied

Printed Name of Chair

Signature of Chair

Date

Graduate Council [ ] Proposal Approved [ ] Proposal Denied

Printed Name of Chair

Signature of Chair

Date

Campus Senate [ ] Resolution Approved [ ] Resolution Denied

Printed Name of Chair or Designee

Signature of Chair or Designee

Date

For Administrative Use Only

For Post-Baccalaureate Certificates (18 or more semester hours)

Senate’s Conference Approval Date: ______________ BOT Approval Date: ______________

Received IBHE acknowledgement for listing on ______________

For ALL Graduate Certificates

Semester/Year of first admission to new Certificate program: ______________

Notices of final approval sent to the following offices on ______________, by ______________: [ ]

- Academic Department Chair
- College Dean
- Assoc. Vice Chancellor
- Registrar
- Asst to AVC (for catalog copy)
- Institutional Research Officer

UIS Graduate Certificate Proposal Form: April 2010 version
I. Title: Teacher Leadership Graduate Certificate

II. Mode of Delivery: Online

III. Recommended CIP Code:

IV. Purpose: With a major focus on the improvement of student performance by the Illinois State Board of Education, many teachers are seeking additional ways to address needed improvements in student achievement levels. This proposed graduate certificate would allow teachers to complete courses which directly relate to curriculum and assessment development, addressing pedagogical issues, data-driven decision making, and systems development for improvement.

V. Target market: K-12 teachers who are seeking to learn and apply new tools and techniques in teacher leadership, to bring about improvements in the classroom. This affords an opportunity for teachers to try out an online course before considering a degree program.

VI. Student demand: The Teacher Leadership (MTL) degree program currently has 250 students in the program. Teachers from 16 states and 6 international countries are enrolled in the program.

VII. Proposed Curriculum: The Graduate Certificate in Teacher Leadership will require 16 semester hours in specific courses: EDL 541 Educational Research Methods, EDL 542 Teacher Leadership, EDL 543 Instructional Design, and EDL 585 Foundations of Teacher Leadership. Specific course descriptions may be found in the department memo to the College Curriculum Committee.

VIII. The Graduate Certificate links closely to the current degree program as the proposed courses make up four of the core courses for the degree program.

IX. Relation to Professional Accreditation: There is no relationship to ISBE accreditation requirements in this proposal.

X. Certification Admissions Requirements: Same requirements as the degree programs: 3.0 GPA

XI. Resource requirements: This initiative will not require additional faculty to accommodate an increase in student enrollments.

XII. Administrative issues: Advising will be handled in the same manner as the MTL online degree program, by the online coordinator and the department chair.

XIII. Anticipated First Semester: Fall 2013
To: James Ermatinger, Interim Dean  
College of Education and Human Services

From: Scott L. Day, Ed. D  
Associate Professor and Chair, EDL

Re: Request for Proposal-Teacher Leadership  
Graduate Certificate (MTL)

Date: October 23, 2012

The faculty of the Department of Educational Leadership requests approval from the College Curriculum Committee for the development of a new online graduate certificate in Teacher Leadership. This graduate certificate would allow teachers to complete graduate level courses in areas which directly relate to student achievement issues in their own classrooms. With a major focus on the improvement of student performance by the Illinois State Board of Education, many teachers and school districts are seeking additional ways to address needed improvements in student achievement.

The courses for the proposed graduate certificate will utilize four courses in the current curriculum of the Master of Teacher Leadership (MTL) program. If approved, these courses will be marketed as a package of courses to help teachers gain additional knowledge and skills in school improvement issues, enhancing teacher performance in addressing student needs, and the use of data-driven decision making.

The new trend among K-12 teachers to complete an entire degree program is no longer as appealing due to their busy schedules with after school activities, grading, lesson preparation during the evening hours, and for financial reasons. This same trend holds true for international teachers (China and Japan) who have explored taking our program in the past. Our department has received an increased number of requests to package courses for teachers. The rationale for packaging key courses is to provide specific courses for school improvement without requiring the completion of an entire degree. This also appears to be more financially feasible for K-12 teachers, as many school districts can no longer afford to reimburse their teachers for approved graduate courses.
The Graduate Certificate in Teacher Leadership will require 16 semester hours in specific courses: EDL 541 Educational Research Methods, EDL 542 Teacher Leadership, EDL 543 Instructional Design, and EDL 585 Foundations of Teacher Leadership.

This initiative will not require additional faculty to accommodate the proposed graduate certificate.

Thank you for your consideration in this matter.

Teacher Leadership Graduate Certificate Course Descriptions

EDL 541 Educational Research Methods 4 hours
This course covers basic research methods in education. This also includes qualitative and quantitative research design, sampling, ethics, instrumentation, and validity. The goal is to increase critical and analytical capabilities and to enhance strategies and systems for achieving excellence in education.

EDL 542 Teacher Leadership 4 hours
The teacher leadership curriculum examines leadership characteristics and application of processes and strategies of teacher leadership. The goal is the ability to understand and apply problem-solving tools while working with people in educational settings.

EDL 543 Instructional Design 4 hours
This course examines the role of standards and curriculum at district and school levels in shaping educational changes and reforms. The goal is to examine and understand curriculum and instructional issues within the context of reform efforts.

EDL 585 Foundations of Teacher Leadership 4 hours
This course provides an examination of learning to become a teacher leader and being a member of an online community. Included are strategies for e-learning, teacher leaders as part of a virtual learning community, graduate level research and writing, and creating an e-portfolio.