UNIVERSITY AT ALBANY

State University of New York

September 27, 2016

Dr. Alexander Cartwright
Provost and Executive Vice Chancellor
State University of New York
System Administration
State University Plaza
Albany, New York 12246

Dear Dr. Cartwright:

On behalf of the faculty at the University at Albany, I am pleased to transmit the attached two proposals for registered graduate program title updates. As indicated, we believe the updated program titles will better reflect the state of the field of study and our faculty's expertise.

These proposal have been considered and approved through campus governance. We are appreciative for anticipated efforts by staff in your Office of Program Review for review and consideration of these proposals, hoping they can move promptly to the NYS Education Department thereafter. Should there be any technical questions or the need for additional materials, please have inquiries directed to Jonathan Bartow, Vice Dean for Graduate Education (jbartow@albany.edu) at our campus. As always, we thank you for your on-going support.

Sincerely,

Darrell P. Wheeler, PHD, MPH
Interim Provost and Senior Vice President for Academic Affairs

Enclosures (2)
c.   Dean Kevin Williams
     Dean Robert Bangert-Drowns
     Professor Jason Lane
     Vice Dean Jon Bartow

Program Revision Proposal:
Changes to an Existing Program
Form 3A
Version 2016-4-15

SUNY approval and SED registration are required for many changes to registered programs. To request a change to a registered program leading to an undergraduate degree, a graduate degree, or a certificate that does not involve the creation of a new program,[1] a Chief Executive or Chief Academic Officer must submit **a signed cover letter and this completed form** to the SUNY Provost at *program.review@suny.edu*.

Section 1. General Information	
a) **Institutional Information**	Institution's 6-digit SED Code: **210500**
	Institution's Name: State University of New York at Albany
	Address: *1400 Washington Ave., Albany, NY 12222*
b) **Program Locations**	List each campus where the entire program will be offered (with each institutional or branch campus 6-digit SED Code): 210500
	List the name and address of off-campus locations (i.e., extension sites or extension centers) where courses will offered, **or check here [ ] if not applicable:**
c) **Registered Program to be Changed**	Program Title: Educational Administration
	SED Program Code 13789
	Award(s) (e.g., A.A., B.S.): MS
	Number of Required Credits: Minimum [36] If tracks or options, largest minimum [ ]
	HEGIS Code: 0827
	CIP 2010 Code: 44.0502
	Effective Date of Change: Spring 2017
	Effective Date of Completion[2]
d) **Campus Contact**	Name and title: Jason Lane, Chair, Educational Policy & Leadership Telephone and email: 518-442-5080 / jlane@albany.edu
e) **Chief Executive or Chief Academic Officer Approval**	**Signature affirms that the proposal has met all applicable campus administrative and shared governance procedures for consultation, and the institution's commitment to support the proposed program.** *E-signatures are acceptable.* Name and title: Darrell P. Wheeler, Interim Provost & Senior Vice President for Academic Affairs Signature and date: *Darrell P. Wheeler* 29 September 2016
	If the program will be registered jointly[3] with one or more other institutions, provide the following information for each institution:
	Partner institution's name and 6-digit SED Code:
	Name, title, and signature of partner institution's CEO (or **append** a signed letter indicating approval of this proposal):

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[1] To propose changes that would create a new program, Form 3B, Creating a New Program from Existing Program(s), is required.
[2] If the current program(s) must remain registered until enrolled students have graduated, the anticipated effective date by which continuing students will have completed the current version of the program(s).
[3] If the partner institution is non-degree-granting, see SED's CEO Memo 94-04.

Section 2.1. Changes in Program Content

[X] No changes in program content. *Proceed to Section 2.2.*

a) **Check all that apply. Describe each proposed change and why it is proposed.**

[ ] Cumulative change from SED's last approval of the registered program of one-third or more of the minimum credits required for the award (e.g., 20 credits for associate degree programs, 40 credits for bachelor's degree programs)

[ ] Changes in a program's focus or design

[ ] Adding or eliminating one or more options, concentrations or tracks

[ ] Eliminating a requirement for program completion (such as an internship, clinical placement, cooperative education, or other work or field-based experience). Adding such requirements must remain in compliance with SUNY credit cap limits.

[ ] Altering the liberal arts and science content in a way that changes the degree classification of an undergraduate program, as defined in Section 3.47(c)(1-4) of Regents Rules

b) **Provide** a side-by-side comparison of all the courses in the existing and proposed revised program that clearly indicates all new or significantly revised courses, and other changes.

c) For each new or significantly revised course, **provide** a syllabus at the end of this form, and, on the *SUNY Faculty Table* provide the name, qualifications, and relevant experience of the faculty teaching each new or significantly revised course. NOTE: *Syllabi for all courses should be available upon request. Each syllabus should show that all work for credit is college level and of the appropriate rigor. Syllabi generally include a course description, prerequisites and corequisites, the number of lecture and/or other contact hours per week, credits allocated (consistent with SUNY policy on credit/contact hours), general course requirements, and expected student learning outcomes.*

d) What are the additional costs of the change, if any? If there are no anticipated costs, explain why.

Section 2.2. Other Changes

Check all that apply. Describe each proposed change and why it is proposed.

[X] Program title   New Title: Educational Policy and Leadership

We are requesting a change in the title of the academic program in order to have it reflect the current state of the educational field and the role of the program in preparing educational leaders and policy analysts. The program prepares students for a range of leadership and policy careers across the cradle to career educational spectrum, including schools, colleges, universities, non-profit organizations, non-government organizations, and state and national education policy units. It is important to note that this program does not provide a pathway to educational administrative licensure in the State of NY. However, students have pursued the MS degree as a complement to the licensure program and many of our students come from international locations and return to their countries to provide leadership in both the K12 and higher educational sectors. While we are seeking to shift from educational administration to educational leadership, we wish to retain the term "policy" as this reflects a significant component of the work of the program and continues to be a relevant descriptor.

The broader educational field, including academic programs at other colleges and universities, has also shifted from the use of educational administration to educational leadership to represent the broadening

focus on preparing leaders for a range of educational organizations. Therefore, a name change will make us more competitive and current with our colleagues locally and across the country.

[ ] Program award

[ ] Mode of delivery
    NOTES: (1) If the change in delivery enables students to complete 50% of more of the program via distance education, submit a Distance Education Format Proposal as part of this proposal. (2) If the change involves adding an accelerated version of the program that impacts financial aid eligibility or licensure qualification, SED may register the version as a separate program.

[ ] Format change(s) (e.g., from full-time to part-time), based on SED definitions, for the **entire** program
    1)   State proposed format(s) and consider the consequences for financial aid
    2)   Describe availability of courses and any change in faculty, resources, or support services.

[ ] A change in the total number of credits in a certificate or advanced certificate program

[ ] Any change to a registered licensure-qualifying program, or the addition of licensure qualification to an existing program. **Exception:** Small changes in the required number of credits in a licensure-qualifying program that <u>do not involve</u> a course or courses that satisfy one of the required content areas in the profession.

a) For **undergraduate programs**, complete the *SUNY Undergraduate Program Schedule* to show the sequencing and scheduling of courses in the program. If the program has separate tracks or concentrations, complete a *Program Schedule* for each one.

*NOTES: The Undergraduate Schedule must show **all curricular requirements** and demonstrate that the program conforms to SUNY's and SED's policies.*

- *It must show how a student can complete all program requirements within SUNY credit limits, unless a longer period is selected as a format in Item 2.1(c): two years of full-time study (or the equivalent) and 64 credits for an associate degree, or four years of full-time study (or the equivalent) and 126 credits for a bachelor's degree. Bachelor's degree programs should have at least 45 credits of upper division study, with 24 in the major.*
- *It must show how students in A.A., A.S. and bachelor's programs can complete, within the first two years of full-time study (or 60 credits), no fewer than 30 credits in approved SUNY GER courses in the categories of Basic Communication and Mathematics, and in at least 5 of the following 8 categories: Natural Science, Social Science, American History, Western Civilization, Other World Civilizations, Humanities, the Arts and Foreign Languages*
- *It must show how students can complete Liberal Arts and Sciences (LAS) credits appropriate for the degree.*
- *When a SUNY Transfer Path applies to the program, it must show how students can complete the number of SUNY Transfer Path courses shown in the Transfer Path Requirement Summary within the first two years of full-time study (or 60 credits), consistent with SUNY's Student Seamless Transfer policy and MTP 2013-03.*
- *Requests for a program-level waiver of SUNY credit limits, SUNY GER and/or a SUNY Transfer Path require the campus to submit a Waiver Request —with compelling justification(s).*

EXAMPLE FOR ONE TERM: Undergraduate Program Schedule

Term 2: Fall 20xx		Credits per classification					
Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Prerequisite(s)
ACC 101 Principles of Accounting	4			4	4		
MAT 111 College Mathematics	3	M	3	3			MAT 110
CMP 101 Introduction to Computers	3						
HUM 110 Speech	3	BC	3			X	
ENG 113 English 102	3	BC	3				
Term credit total:	16	6	9	7	4		

b) For **graduate programs**, complete the *SUNY Graduate Program Schedule*. If the program has separate tracks or concentrations, complete a *Program Schedule* for each one.

NOTE: The Graduate Schedule must include all curriculum requirements and demonstrate that expectations from Part 52.2(c)(8) through (10) of the Regulations of the Commissioner of Education are met.

SUNY Undergraduate Program Schedule (*OPTION: You can paste an Excel version of this schedule AFTER this line, and delete the rest of this page.*)

Program/Track Title and Award:

a) Indicate academic calendar type: [ ] Semester [ ] Quarter [ ] Trimester [ ] Other (describe):

b) Label each term in sequence, consistent with the institution's academic calendar (e.g., Fall 1, Spring 1, Fall 2)

c) Name of SUNY **Transfer Path**, if one exists: See **Transfer Path Requirement Summary** for details

d) Use the table to show how a typical student may progress through the program; copy/expand the table as needed. Complete all columns that apply to a course.

Term 1:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
		See KEY.					
Term credit totals:							

Term 2:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
		See KEY.					
Term credit totals:							

Term 3:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
		See KEY.					
Term credit totals:							

Term 4:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
		See KEY.					
Term credit totals:							

Term 5:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
		See KEY.					
Term credit totals:							

Term 6:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
		See KEY.					
Term credit totals:							

Term 7:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
		See KEY.					
Term credit totals:							

Term 8:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
		See KEY.					
Term credit totals:							

Program Totals (in credits):	Total Credits:	SUNY GER:	LAS:	Major:	Elective & Other:	Upper Division:	Upper Division Major:	Number of SUNY GER Categories:

KEY **Cr:** credits **GER:** SUNY General Education Requirement (Enter Category Abbreviation) **LAS:** Liberal Arts & Sciences (Enter Category Abbreviation) **Maj:** Major requirement (Enter credits) **TPath:** SUNY Transfer Path Courses (Enter credits) **New:** new course (Enter X) **Co/Prerequisite(s):** list co/prerequisite(s) for the noted courses **Upper Division:** Courses intended primarily for juniors and seniors **SUNY GER Category Abbreviations:** American History (AH), Basic Communication (BC), Foreign Language (FL), Humanities (H), Math (M), Natural Sciences (NS), Other World Civilizations (OW), Social Science (SS), The Arts (AR), Western Civilization (WC)

SUNY Graduate Program Schedule *OPTION: You can insert an Excel version of this schedule AFTER this line, and delete the rest of this page.*

Program/Track Title and Award: ___ MS Educational Administration /Higher Education Track

a) Indicate academic calendar type: [X] Semester [ ] Quarter [ ] Trimester [ ] Other (describe): ___
b) **Label each term in sequence,** consistent with the institution's academic calendar (e.g., Fall 1, Spring 1, Fall 2)
c) Use the table to show how a typical student **may progress through the program;** copy/expand the table as needed.
d) Complete the last row to show program totals and comprehensive, culminating elements. **Complete all columns that apply to a course.**

Term 1:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 600 Intro to Org Analysis	3		
EAPS 601 Intro to Social Analysis	3		
EAPS 651 Admn of Inst. of Higher Ed	3		
Term credit total:	9		

Term 2:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 614 Quantitative Methods	3		
EAPS Support Discipline Course	3		
EAPS Elective	3		
Term credit total:	9		

Term 3:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 657 History of Higher Ed	3		
EAPS Support Discipline Course	3		
EAPS Elective	3		
Term credit total:	9		

Term 4:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 658 Politics of Higher Ed	3		
EAPS 680 Seminar in Ed Admn.	3		
EAPS Elective	3		
Term credit total:	9		

Term 5:

Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:			

Term 6:

Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:			

Term 7:

Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:			

Term 8:

Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:			

Program Total:	Total Credits: 36	Identify the required comprehensive, culminating element(s), such as a thesis or examination, including course number(s), if applicable: EAPS 680 requires students to complete a comprehensive research capstone project.

New: X if new course   Prerequisite(s): list prerequisite(s) for the listed courses

SUNY Graduate Program Schedule *OPTION: You can insert an Excel version of this schedule AFTER this line, and delete the rest of this page.*

Program/Track Title and Award: __MS Educational Administration /Educational Policy Track__

e) Indicate academic calendar type: [X] Semester [ ] Quarter [ ] Trimester [ ] Other (describe):

f) Label each term in sequence, consistent with the institution's academic calendar (e.g., Fall 1, Spring 1, Fall 2)

g) Use the table to show how a typical student may progress through the program; copy/expand the table as needed.

h) Complete the last row to show program totals and comprehensive, culminating elements. **Complete all columns that apply to a course.**

Term 1:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 600 Intro to Org Analysis	3		
EAPS 601 Intro to Social Analysis	3		
EAPS 670 Analysis for Ed Policy & Ldr	3		
Term credit total:	9		

Term 2:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 614 Quantitative Methods	3		
EAPS Support Discipline Course	3		
EAPS Elective	3		
Term credit total:	9		

Term 3:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 667 Sem of Global Politics of Ed.	3		
EAPS Support Discipline Course	3		
EAPS Elective	3		
Term credit total:	9		

Term 4:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 674 Ed Admn in Fed & St. Gov't	3		
EAPS 680 Seminar in Ed Admn.	3		
EAPS Elective	3		
Term credit total:	9		

Term 5:

Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:			

Term 6:

Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:			

Term 7:

Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:			

Term 8:

Course Number & Title	Credits	New	Co/Prerequisites)
Term credit total:			

Program Total:	Total Credits: 36	Identify the required comprehensive, culminating element(s), such as a thesis or examination, including course number(s), if applicable: EAPS 680 requires students to complete a comprehensive research capstone project.

New: X if new course   Prerequisite(s): list prerequisite(s) for the listed courses

SUNY Graduate Program Schedule *OPTION: You can insert an Excel version of this schedule AFTER this line, and delete the rest of this page.*

Program/Track Title and Award: ___MS Educational Administration /School Leadership Track___

i) Indicate academic calendar type: [X] Semester [ ] Quarter [ ] Trimester [ ] Other (describe):

j) Label each term in sequence, consistent with the institution's academic calendar (e.g., Fall 1, Spring 1, Fall 2)

k) Use the table to show how a typical student may progress through the program; copy/expand the table as needed.

l) Complete the last row to show program totals and comprehensive, culminating elements. **Complete all columns that apply to a course.**
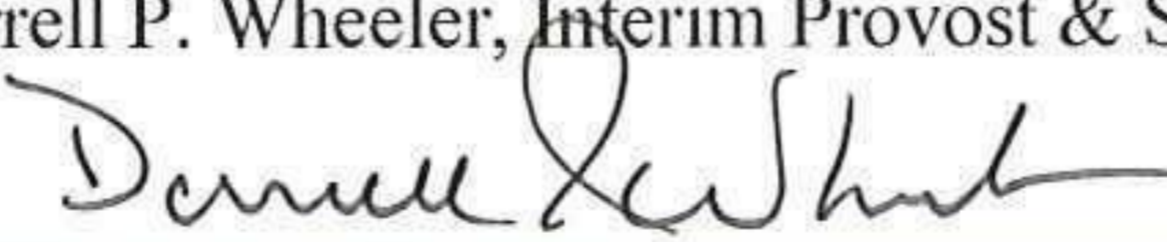
Term 1:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 600 Intro to Org. Analysis	3		
EAPS 601 Intro to Social Analysis	3		
EAPS 608 Politics of Education	3		
Term credit total:	9		

Term 2:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 614 Quantitative Methods	3		
EAPS Support Discipline Course	3		
EAPS Elective	3		
Term credit total:	9		

Term 3:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 609 Ldrship for Cradle to Career Education Systems	3		
EAPS Support Discipline Course	3		
EAPS Elective	3		
Term credit total:	9		

Term 4:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 623 School Board & Community Relations	3		
EAPS 680 Seminar in Ed Admn.	3		
EAPS Elective	3		
Term credit total:	9		

Term 5:

Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:			

Term 6:

Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:			

Term 7:

Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:			

Term 8:

Course Number & Title	Credits	New	Co/Prerequisites)
Term credit total:			

Program Total:	Total Credits: 36	Identify the required comprehensive, culminating element(s), such as a thesis or examination, including course number(s), if applicable: EAPS 680 requires students to complete a comprehensive research capstone project.

New: X if new course   Prerequisite(s): list prerequisite(s) for the listed courses

Section 4. SUNY Faculty Table

a) If applicable, provide information on faculty members who will be teaching new or significantly revised courses in the program. Expand the table as needed.

b) Append at the end of this document position descriptions or announcements for each to-be-hired faculty member

(a) Faculty Member Name and Title and/or Rank at the Institution (Include and identify Program Director.)	(b) % of Time Dedicated to This Program	(c) Program Courses Which May Be Taught (Number and Title)	(d) Highest and Other Applicable Earned Degrees (include College or University)	(e) Discipline(s) of Highest and Other Applicable Earned Degrees	(f) Additional Qualifications: List related certifications and licenses and professional experience in field.
PART 1. Full-Time Faculty					
Part 2. Part-Time Faculty					
Part 3. To-Be-Hired Faculty (List as TBH1, TBH2, etc., and provide expected hiring date instead of name.)					

SUNY approval and SED registration are required for many changes to registered programs. To request a change to a registered program leading to an undergraduate degree, a graduate degree, or a certificate that does not involve the creation of a new program,[1] a Chief Executive or Chief Academic Officer must submit **a signed cover letter and this completed form** to the SUNY Provost at *program.review@suny.edu*.

Section 1. General Information	
a) **Institutional Information**	Institution's 6-digit SED Code: **210500**
	Institution's Name: State University of New York at Albany
	Address: *1400 Washington Ave., Albany, NY 12222*
b) **Program Locations**	List each campus where the entire program will be offered (with each institutional or branch campus 6-digit SED Code): 210500
	List the name and address of off-campus locations (i.e., extension sites or extension centers) where courses will offered, **or check here [ ] if not applicable:**
c) **Registered Program to be Changed**	Program Title: Educational Administration and Policy Studies
	SED Program Code: 13791
	Award(s) (e.g., A.A., B.S.): PHD
	Number of Required Credits: Minimum [70] If tracks or options, largest minimum [69]
	HEGIS Code: 0827
	CIP 2010 Code: 44.0502
	Effective Date of Change: Spring 2017
	Effective Date of Completion[2]
d) **Campus Contact**	Name and title: Jason Lane, Chair, Educational Policy & Leadership Telephone and email: 518-442-5080 / jlane@albany.edu
e) **Chief Executive or Chief Academic Officer Approval**	**Signature affirms that the proposal has met all applicable campus administrative and shared governance procedures for consultation, and the institution's commitment to support the proposed program. *E-signatures are acceptable.*** Name and title: Darrell P. Wheeler, Interim Provost & Senior Vice President for Academic Affairs Signature and date: *Darrell X. Wheeler* 29 September 2016
	If the program will be registered jointly[3] with one or more other institutions, provide the following information for each institution:
	Partner institution's name and 6-digit SED Code:
	Name, title, and signature of partner institution's CEO (or **append** a signed letter indicating approval of this proposal):

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[1] To propose changes that would create a new program, Form 3B, Creating a New Program from Existing Program(s), is required.
[2] If the current program(s) must remain registered until enrolled students have graduated, the anticipated effective date by which continuing students will have completed the current version of the program(s).
[3] If the partner institution is non-degree-granting, see SED's CEO Memo 94-04.

[ ] No changes in program content. *Proceed to Section 2.2.*

a) **Check all that apply. Describe each proposed change and why it is proposed.**

[ ] Cumulative change from SED's last approval of the registered program of one-third or more of the minimum credits required for the award (e.g., 20 credits for associate degree programs, 40 credits for bachelor's degree programs)
[ ] Changes in a program's focus or design
[ ] Adding or eliminating one or more options, concentrations or tracks
[ ] Eliminating a requirement for program completion (such as an internship, clinical placement, cooperative education, or other work or field-based experience). Adding such requirements must remain in compliance with SUNY credit cap limits.
[ ] Altering the liberal arts and science content in a way that changes the degree classification of an undergraduate program, as defined in Section 3.47(c)(1-4) of Regents Rules

b) **Provide** a side-by-side comparison of all the courses in the existing and proposed revised program that clearly indicates all new or significantly revised courses, and other changes.

Summary Table

Existing Program	Changes
Pre-Core Courses (9 credits)	**Pre-Core Courses (6 credits)**
EAPS 600+ EAPS 601 EAPS 614	Reduced this area from 9 to 6 required credits by requiring only EAPS 600 **or** 601 rather than requiring both courses
Core Courses (6 credits)	**Core Courses (6 credits)**
EAPS 700 EAPS 701	No changes
Research Sequence (9 credits)	**Research Sequence (6 credits)**
EAPS 714 EAPS 715 EAPS 891	Reduced this area from 9 credits to 6 credits by eliminating EAPS 891
Concentration Courses (15-18 credits in one of the 3 tracks: Higher Education/Educational Policy/School Leadership)	**Concentration Courses (15-18 credits in one of the 3 tracks: Higher Education/Educational Policy/School Leadership)***
See list below	No changes
Social Science Support Discipline *(15-18 Credits – choice of the following)*	**Social Science Support Discipline *(12 -15 Credits – choice of the following)****
See list below	Reduced from 15-18 credits to 12-15 credits
Electives (21 Credits)	**Electives (21-24 Electives)***
See list below	No changes
Dissertation Credits (min 1 credit)	**Dissertation Credits (min 1 credit)**
EAPS 899 (1 credit)	No changes

*In order to reach the required number of credits, a student would have taken one extra course in the concentration, social sciences support, or electives categories. This would depend upon the particular educational need of the student.
+All courses are 3 credits unless otherwise noted.

Detailed Table

Pre-Core Courses (9 credits)	Credits	Pre-Core Courses (6 credits)
EAPS 600 Introduction to Organizational Analysis	3	EAPS 600 or EAPS 601
EAPS 601 Introduction to Social Analysis	3	EAPS 600 or EAPS 601
EAPS 614 Quantitative Methods	3	No Change
Core Courses (6 credits)		**Core Courses (6 credits)**
EAPS 700 Organizational Management and Leadership in Education	3	No Change
EAPS 701 Advanced Social Analysis	3	No Change
Research Sequence (9 credits)		**Research Sequence (6 credits)**
EAPS 714 Advanced Organizational Studies	3	No Change
EAPS 715 Research Practicum in Educational Administration and Policy Studies	3	No Change
EAPS 891 Seminar in Administrative Research	3	Eliminated
Concentration Courses (15-18 credits in one of the 3 tracks: Higher Education/Educational Policy/School Leadership)		**Concentration Courses (15-18 credits in one of the 3 tracks: Higher Education/Educational Policy/School Leadership)**
Higher Education Track	3	
EAPS 609 Leadership for Cradle to Career Education Systems	3	No Change
EAPS 610 Organizational Development	3	No Change
EAPS 642 Seminar in Adult and Continuing Education	3	No Change
EAPS 649 Administration of Athletics in Higher Education	3	No Change
EAPS 651 Administration of Higher Education Institutions	3	No Change
EAPS 652 College Student Affairs	3	No Change
EAPS 654 Two-Year College in American Education	3	No Change
EAPS 655 Administration of College Staff Policies	3	No Change
EAPS659 Assessment and Accountability in Higher Education	3	No Change
EAPS 724 Administrative Planning in Higher Education	3	No Change
EAPS 727 Politics of Private and Independent School and College Administration	3	No Change
EAPS 742 Seminar in Administration of Adult Educational Settings	3	No Change
EAPS 750 Higher Education Finance	3	No Change
EAPS 751 Higher Education and the Law	3	No Change
EAPS 752 Research Colloquium on Higher Education	3	No Change
EAPS 753 Seminar on College Student Persistence	3	No Change
EAPS 755 The Human Service Professions in Engaged Universities	3	No Change

EAPS 757 Seminar in the Administration of the Community College	3	No Change
EAPS 887 Institute for Education	3	No Change
Education Policy Track		
EAPS 500 United States Educational Governance, Policy and Administration	3	No Change
EAPS525 Feminist Thought & Public Policy	3	No Change
EAPS 570 Introduction to Law and Education	3	No Change
EAPS 603 The Political Economy of Educational Planning and Development	3	No Change
EAPS 608 Politics of Education	3	No Change
EAPS 658 Politics of Higher Education	3	No Change
EAPS 667 Seminar on the Global Politics of Educational Quality	3	No Change
EAPS 670 Analysis for Educational Policy & Leadership	3	No Change
EAPS 674 Educational Administration in Federal and State Governments	3	No Change
EAPS 676 Law and Special Education	3	No Change
EAPS 677 Administering and Reforming School Literacy Programs	3	No Change
EAPS 727 Politics of Private and Independent School and College Administration	3	No Change
EAPS 751 Higher Education and the Law	3	No Change
EAPS 766 Education and Social Change in Developing Nations	3	No Change
EAPS 771 Educational Policy and the Law	3	No Change
School Leadership Track		
EAPS 570 Introduction to Law and Education	3	No Change
EAPS 602 Economics of Education	3	No Change
EAPS 607 Labor Relations and Collective Bargaining	3	No Change
EAPS 609 Leadership for Cradle to Career Education Systems	3	No Change
EAPS 618 Family and Community Partnerships	3	No Change
EAPS 619 Supervisory Leadership	3	No Change
EAPS 621 Administration of the Elementary School	3	No Change
EAPS 622 Administration of the Secondary School	3	No Change
EAPS 623 School Board & Community School Relations	3	No Change
EAPS 630 Financial & Human Resources in Education	3	No Change
EAPS 632 Current Best Practices in School Business Management	3	No Change
EAPS 672 Educational Public Relations	3	No Change
EAPS 673 Personnel Administration in Public Schools	3	No Change

EAPS 674 Educational Administration in Federal and State Governments	3	No Change
EAPS 676 Programs and Services for the Disabled	3	No Change
EAPS 676 Law and Special Education	3	No Change
EAPS 677 Administering and Reforming School Literacy Programs	3	No Change
EAPS 694 Management Skills Practicum	3	No Change
EAPS 716 Leadership and Administration	3	No Change
EAPS 718 Interprofessional Leadership for School, Family, and Community Partnerships	3	No Change
EAPS 720 The Principalship	3	No Change
EAPS 730 Advanced School Business Leadership	3	No Change
EAPS 731 Public School Finance (Advanced)	3	No Change
EAPS 760 Advanced Study in Educational Management	3	No Change
EAPS 771 Educational Policy and the Law	3	No Change
Social Science Support Discipline (15 -18 Credits – choice of the following)		**Social Science Support Discipline (12-15 Credits – choice of the following)**
EAPS 500 US Educational Governance, Policy and Administration	3	No Change
EAPS 570 Introduction to Law and Education	3	No Change
EAPS 602 Economics of Education	3	No Change
EAPS 604 Macro-Sociology of Education and Administration	3	No Change
EAPS 605 Micro-Sociology of Education and Administration	3	No Change
EAPS 606 Ethics and Education	3	No Change
EAPS 608 Politics of Education	3	No Change
EAPS 609 Leadership for Cradle to Career Education Systems	3	No Change
EAPS 618 Family and Community Partnerships	3	No Change
EAPS 631 Public School Finance	3	No Change
EAPS 656 Sociology of Higher Education	3	No Change
EAPS 657 History of Higher Education	3	No Change
EAPS 658 Politics of Higher Education	3	No Change
EAPS 674 Educational Administration in Federal and State Governments	3	No Change
EAPS 718 Interprofessional Leadership for School Family, and Community Partnerships	3	No Change
EAPS 750 Higher Education Finance	3	No Change
EAPS 770 Educational Policy and Law	3	No Change
EPHL 601 Philosophy of Education	3	No Change
Electives (21 -24 Credits)		**Electives (21-24 Electives)**

Can take a range of courses across the university as determined by agreement of the student and advisor.		Can take a range of courses across the university as determined by agreement of the student and advisor.
Dissertation Credits		**Dissertation Credits**
EAPS 899 Doctoral Dissertation	1 min	No Change

c) For each new or significantly revised course, **provide** a syllabus at the end of this form, and, on the **SUNY Faculty Table** provide the name, qualifications, and relevant experience of the faculty teaching each new or significantly revised course. NOTE: *Syllabi for all courses should be available upon request. Each syllabus should show that all work for credit is college level and of the appropriate rigor. Syllabi generally include a course description, prerequisites and corequisites, the number of lecture and/or other contact hours per week, credits allocated (consistent with SUNY policy on credit/contact hours), general course requirements, and expected student learning outcomes.*

d) What are the additional costs of the change, if any? If there are no anticipated costs, explain why.

Section 2.2. Other Changes

Check all that apply. Describe each proposed change and why it is proposed.

[X] Program title New Title: Educational Policy and Leadership

We are requesting a change in the title of the academic program in order to have it reflect the current state of the educational filed and the role of the program in preparing educational leaders and policy analysts. The program prepares students for a range of leadership and policy careers across the cradle to career educational spectrum, including schools, colleges, universities, non-profit organizations, non-government organizations, and state and national education policy units. It is important to note that this program does not provide a pathway to educational administrative licensure in the State of NY. However, students have pursued the PhD degree as a complement to the licensure program and many of our students come from international locations and return to their countries to provide leadership in both the K12 and higher educational sectors. While we are seeking to shift from educational administration to educational leadership, we wish to retain the term "policy" as this reflects a significant component of the work of the program and continues to be a relevant descriptor.

The broader educational field, including academic programs at other colleges and universities, has also shifted from the use of educational administration to educational leadership to represent the broadening focus on preparing leaders for a range of educational organizations. Therefore, a name change will make us more competitive and current with our colleagues locally and across the country.

[ ] Program award
[ ] Mode of delivery
   NOTES: *(1) If the change in delivery enables students to complete 50% of more of the program via distance education, submit a Distance Education Format Proposal as part of this proposal. (2) If the change involves adding an accelerated version of the program that impacts financial aid eligibility or licensure qualification, SED may register the version as a separate program.*
[ ] Format change(s) (e.g., from full-time to part-time), based on SED definitions, for the **entire** program
   1) State proposed format(s) and consider the consequences for financial aid
   2) Describe availability of courses and any change in faculty, resources, or support services.
[ ] A change in the total number of credits in a certificate or advanced certificate program

[ ] Any change to a registered licensure-qualifying program, or the addition of licensure qualification to an existing program. **Exception:** Small changes in the required number of credits in a licensure-qualifying program that <u>do not involve</u> a course or courses that satisfy one of the required content areas in the profession.

Section 3. Program Schedule and Curriculum

a) For <u>undergraduate programs</u>, complete the *SUNY Undergraduate Program Schedule* to show the sequencing and scheduling of courses in the program. If the program has separate tracks or concentrations, complete a *Program Schedule* for each one.

*NOTES: The **Undergraduate Schedule** must show **all curricular requirements** and demonstrate that the program conforms to SUNY's and SED's policies.*
- *It must show how a student can complete all program requirements within <u>SUNY credit limits</u>, unless a longer period is selected as a format in Item 2.1(c): two years of full-time study (or the equivalent) and 64 credits for an associate degree, or four years of full-time study (or the equivalent) and 126 credits for a bachelor's degree. Bachelor's degree programs should have at least 45 credits of <u>upper division study</u>, with 24 in the major.*
- *It must show how students in A.A., A.S. and bachelor's programs can complete, within the first two years of full-time study (or 60 credits), no fewer than 30 credits in <u>approved SUNY GER courses</u> in the categories of Basic Communication and Mathematics, and in at least 5 of the following 8 categories: Natural Science, Social Science, American History, Western Civilization, Other World Civilizations, Humanities, the Arts and Foreign Languages*
- *It must show how students can complete <u>Liberal Arts and Sciences (LAS) credits</u> appropriate for the degree.*
- *When a SUNY Transfer Path applies to the program, it must show how students can complete the number of SUNY Transfer Path courses shown in the <u>Transfer Path Requirement Summary</u> within the first two years of full-time study (or 60 credits), consistent with SUNY's <u>Student Seamless Transfer policy</u> and <u>MTP 2013-03</u>.*
- *Requests for a program-level waiver of SUNY credit limits, SUNY GER and/or a SUNY Transfer Path require the campus to submit a <u>Waiver Request</u> –with compelling justification(s).*

EXAMPLE FOR ONE TERM: Undergraduate Program Schedule

Term 2: Fall 20xx		Credits per classification					
Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Prerequisite(s)
ACC 101 Principles of Accounting	4			4	4		
MAT 111 College Mathematics	3	M	3	3			MAT 110
CMP 101 Introduction to Computers	3						
HUM 110 Speech	3	BC	3			X	
ENG 113 English 102	3	BC	3				
Term credit total:	16	6	9	7	4		

b) *For <u>graduate programs</u>, complete the **SUNY Graduate Program Schedule**. If the program has separate tracks or concentrations, complete a **Program Schedule** for each one.*

*NOTE: The **Graduate Schedule** must include all curriculum requirements and demonstrate that expectations from <u>Part 52.2(c)(8) through (10) of the Regulations of the Commissioner of Education</u> are met.*

SUNY Undergraduate Program Schedule (*OPTION: You can paste an Excel version of this schedule AFTER this line, and delete the rest of this page.*)

Program/Track Title and Award: ___ PhD Educational Administration and Policy Studies (Higher Education Track)

a) Indicate academic calendar type: [X] Semester [ ] Quarter [ ] Trimester [ ] Other (describe):

b) Label each term in sequence, consistent with the institution's academic calendar (e.g., Fall 1, Spring 1, Fall 2)

c) Name of SUNY Transfer Path, if one exists: ___ See Transfer Path Requirement Summary for details

d) Use the table to show how a typical student may progress through the program; copy/expand the table as needed. Complete all columns that apply to a course.

Term 1:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
Term credit totals:							

See KEY.

Term 2:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
Term credit totals:							

See KEY.

Term 3:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
Term credit totals:							

See KEY.

Term 4:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
Term credit totals:							

See KEY.

Term 5:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
Term credit totals:							

See KEY.

Term 6:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
Term credit totals:							

See KEY.

Term 7:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
Term credit totals:							

See KEY.

Term 8:

Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites
Term credit totals:							

See KEY.

Program Totals (in credits):	Total Credits:	SUNY GER:	LAS:	Major:	Elective & Other:	Upper Division:	Number of SUNY GER Categories:
						Upper Division Major:	

KEY: **Cr:** credits **GER:** SUNY General Education Requirement (Enter Category Abbreviation) **LAS:** Liberal Arts & Sciences (Enter credits) **Maj:** Major requirement (Enter credits) **TPath:** SUNY Transfer Path Courses (Enter credits) **New:** new course (Enter X) **Co/Prerequisite(s):** list co/prerequisite(s) for the noted courses **Upper Division:** Courses intended primarily for juniors and seniors **SUNY GER Category Abbreviations:** American History (AH), Basic Communication (BC), Foreign Language (FL), Humanities (H), Math (M), Natural Sciences (NS), Other World Civilizations (OW), Social Science (SS), The Arts (AR), Western Civilization (WC)

SUNY Graduate Program Schedule *OPTION: You can insert an Excel version of this schedule AFTER this line, and delete the rest of this page.)*

Program/Track Title and Award: _PhD Educational Administration and Policy Studies (Higher Education Track)_

a) Indicate academic calendar type: [X] Semester [ ] Quarter [ ] Trimester [ ] Other (describe):
b) **Label each term in sequence,** consistent with the institution's academic calendar (e.g., Fall 1, Spring 1, Fall 2)
c) Use the table to show how a typical student may progress through the program; copy/expand the table as needed.
d) Complete the last row to show program totals and comprehensive, culminating elements. **Complete all columns that apply to a course.**

Term 1:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 600 or EAPS 601	3		
EAPS 614	3		
Elective	3		
Term credit total:	9		

Term 2:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 700	3		
EAPS 701	3		
Elective	3		
Term credit total:	9		

Term 3:

Course Number & Title	Credits	New	Co/Prerequisites
HE Track Course	3		
HE Track Course	3		
Social Science Support Course	3		
Term credit total:	9		

Term 4:

Course Number & Title	Credits	New	Co/Prerequisites
HE Track Course	3		
Social Science Support Course	3		
Social Science Support Course	3		
Term credit total:	9		

Term 5:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 714	3		
HE Track	3		
Social Science Support Course	3		
Term credit total:	9		

Term 6:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 715	3		
HE Track	3		
Elective	3		
Term credit total:	9		

Term 7:

Course Number & Title	Credits	New	Co/Prerequisites
Elective	3		
Elective	3		
Elective	3		
Term credit total:	9		

Term 8:

Course Number & Title	Credits	New	Co/Prerequisites
Elective	3		
Elective	3		
EAPS 899	1		Completion of the comp examination & approval of dissertation proposal
Term credit total:	7		

Program Total:	Total Credits: 70	**Identify the required comprehensive, culminating element(s), such as a thesis or examination, including course number(s), if applicable:** All students must pass a comprehensive examination as well as complete a dissertation. Students in the dissertation stage register for EAPS 899 until the committee approves the dissertation.

New: X if new course   Prerequisite(s): list prerequisite(s) for the listed courses

SUNY Graduate Program Schedule *OPTION: You can insert an Excel version of this schedule AFTER this line, and delete the rest of this page.*)
Program/Track Title and Award:_ PhD Educational Administration and Policy Studies (School Leadership Track)

e) Indicate academic calendar type: [X] Semester [ ] Quarter [ ] Trimester [ ] Other (describe): _____
f) Label each term in sequence, consistent with the institution's academic calendar (e.g., Fall 1, Spring 1, Fall 2)
g) Use the table to show how a typical student may progress through the program; copy/expand the table as needed.
h) Complete the last row to show program totals and comprehensive, culminating elements. **Complete all columns that apply to a course.**

Term 1:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 600 or EAPS 601	3		
EAPS 614	3		
Elective	3		
Term credit total:	9		

Term 2:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 700	3		
EAPS 701	3		
Elective	3		
Term credit total:	9		

Term 3:

Course Number & Title	Credits	New	Co/Prerequisites
School Leadership Track Course	3		
School Leadership Track Course	3		
Social Science Support Course	3		
Term credit total:	9		

Term 4:

Course Number & Title	Credits	New	Co/Prerequisites
School Leadership Track Course	3		
Social Science Support Course	3		
Social Science Support Course	3		
Term credit total:	9		

Term 5:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 714	3		
School Leadership Track Course	3		
Social Science Support Course	3		
Term credit total:	9		

Term 6:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 715	3		
School Leadership Track Course	3		
Elective	3		
Term credit total:	9		

Term 7:

Course Number & Title	Credits	New	Co/Prerequisites
Elective	3		
Elective	3		
Elective	3		
Term credit total:	9		

Term 8:

Course Number & Title	Credits	New	Co/Prerequisites
Elective	3		
Elective	3		
EAPS 899	1		Completion of the comp examination & approval of dissertation proposal
Term credit total:	7		

Program Total:	Total Credits: 70	Identify the required comprehensive, culminating element(s), such as a thesis or examination, including course number(s), if applicable: All students must pass a comprehensive examination as well as complete a dissertation. Students in the dissertation stage register for EAPS 899 until the committee approves the dissertation.

New: X if new course   Prerequisite(s): list prerequisite(s) for the listed courses

SUNY Graduate Program Schedule *OPTION: You can insert an Excel version of this schedule AFTER this line, and delete the rest of this page.)*

Program/Track Title and Award: _PhD Educational Administration and Policy Studies (Educational Policy Track)_

i) Indicate academic calendar type: [X] Semester [ ] Quarter [ ] Trimester [ ] Other (describe):
j) **Label each term in sequence**, consistent with the institution's academic calendar (e.g., Fall 1, Spring 1, Fall 2)
k) Use the table to show how a typical student may progress through the program; copy/expand the table as needed.
l) Complete the last row to show program totals and comprehensive, culminating elements. **Complete all columns that apply to a course.**

Term 1:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 600 or EAPS 601	3		
EAPS 614	3		
Elective	3		
Term credit total:	9		

Term 2:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 700	3		
EAPS 701	3		
Elective	3		
Term credit total:	9		

Term 3:

Course Number & Title	Credits	New	Co/Prerequisites
Ed Policy Track Course	3		
Ed Policy Track Course	3		
Social Science Support Course	3		
Term credit total:	9		

Term 4:

Course Number & Title	Credits	New	Co/Prerequisites
Ed Policy Track Course	3		
Social Science Support Course	3		
Social Science Support Course	3		
Term credit total:	9		

Term 5:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 714	3		
Ed Policy Track Course	3		
Social Science Support Course	3		
Term credit total:	9		

Term 6:

Course Number & Title	Credits	New	Co/Prerequisites
EAPS 715	3		
Ed Policy Track Course	3		
Elective	3		
Term credit total:	9		

Term 7:

Course Number & Title	Credits	New	Co/Prerequisites
Elective	3		
Elective	3		
Elective	3		
Term credit total:	9		

Term 8:

Course Number & Title	Credits	New	Co/Prerequisites)
Elective	3		
Elective	3		
EAPS 899	1		Completion of the comp examination & approval of dissertation proposal
Term credit total:	7		

Program Total:	Total Credits: 70	Identify the required **comprehensive, culminating element(s)**, such as a thesis or examination, **including course number(s), if applicable:** All students must pass a comprehensive examination as well as complete a dissertation. Students in the dissertation stage register for EAPS 899 until the committee approves the dissertation.

New: X if new course   Prerequisite(s): list prerequisite(s) for the listed courses

Section 4. SUNY Faculty Table

a) If applicable, provide information on faculty members who will be teaching new or significantly revised courses in the program. Expand the table as needed.

b) Append at the end of this document position descriptions or announcements for each to-be-hired faculty member

(a) Faculty Member Name and Title and/or Rank at the Institution (Include and identify Program Director.)	(b) % of Time Dedicated to This Program	(c) Program Courses Which May Be Taught (Number and Title)	(d) Highest and Other Applicable Earned Degrees (include College or University)	(e) Discipline(s) of Highest and Other Applicable Earned Degrees	(f) Additional Qualifications: List related certifications and licenses and professional experience in field.
PART 1. Full-Time Faculty					
Part 2. Part-Time Faculty					
Part 3. To-Be-Hired Faculty (List as TBH1, TBH2, etc, and provide expected hiring date instead of name.)					

(a)	(b)	(c)	(d)	(e)	(f)
Faculty Member Name and Title and/or Rank at the Institution (Include and identify Program Director.)	% of Time Dedicated to This Program	Program Courses Which May Be Taught (Number and Title)	Highest and Other Applicable Earned Degrees (include College or University)	Discipline(s) of Highest and Other Applicable Earned Degrees	Additional Qualifications: List related certifications and licenses and professional experience in field.