



**ACADEMIC AFFAIRS  
COMMITTEE**

**March 5, 2021**

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**INSTRUCTIONAL LEADERSHIP, SCHOOL PRINCIPAL  
MASTER OF ARTS IN EDUCATION**

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**REQUEST:** Approval of a Master of Arts in Education in Instructional Leadership, School Principal offered through the College of Education and Behavioral Science

**FACTS:** The Master of Arts in Education, Instructional Leadership, School Principal program requires 30 hours of coursework and leads to eligibility for initial principal certification (Level 1, KP1).

This proposed program is a supplement to WKU's already flourishing cohorts of Rank I and certification only aspiring principals. Once each year, and in some years each semester, the program launches new cohorts of 8-30 new principal program candidates. The proposed pathway will further enhance the department's existing program without adding any new courses or expenses but simply open up admission to students who wish to pursue the same program for a Master's degree or a Rank II.

**BUDGETARY IMPLICATIONS & IMPLEMENTATION DATE:** Implementation date will be Fall 2021 with no additional resources required.

**RECOMMENDATION:** President Timothy C. Caboni recommends approval of a Master of Arts in Education in Instructional Leadership, School Principal.

**MOTION:** Approval to establish a Master of Arts in Education in Instructional Leadership, School Principal effective Fall 2021.

# 0499: INSTRUCTIONAL LEADERSHIP, SCHOOL PRINCIPAL

## In Workflow

1. EALR Approval (marguerita.desander@wku.edu)
2. ED Curriculum Committee (corinne.murphy@wku.edu;josiah.super@wku.edu)
3. Professional Education Council (corinne.murphy@wku.edu;%20josiah.super@wku.edu;%20cindy.snazelle@wku.edu)
4. Graduate Curriculum Committee (martha.day@wku.edu;aaron.hughey@wku.edu)
5. Graduate Council (aaron.hughey@wku.edu)
6. University Senate (julie.shadoan@wku.edu;daniel.clark@wku.edu)
7. Provost (rheanna.plemons@wku.edu)
8. Board of Regents (rheanna.plemons@wku.edu)
9. Program Inventory (jennifer.hammonds@wku.edu;%20colette.chelf@wku.edu)

## Approval Path

1. Wed, 05 Aug 2020 19:21:41 GMT  
Marguerita Desander (marguerita.desander): Approved for EALR Approval
2. Tue, 01 Sep 2020 20:12:39 GMT  
Josiah Super (josiah.super): Approved for ED Curriculum Committee
3. Wed, 09 Sep 2020 19:42:54 GMT  
Cindy Snazelle (cindy.snazelle): Approved for Professional Education Council
4. Thu, 01 Oct 2020 20:44:04 GMT  
Martha Day (martha.day): Approved for Graduate Curriculum Committee
5. Mon, 12 Oct 2020 20:58:36 GMT  
Aaron Hughey (aaron.hughey): Approved for Graduate Council
6. Mon, 23 Nov 2020 16:33:54 GMT  
Julia Shadoan (julie.shadoan): Approved for University Senate

## New Program Proposal

Date Submitted: Tue, 02 Jun 2020 18:34:02 GMT

**Viewing: 0499 : Instructional Leadership, School Principal**

**Last edit: Wed, 09 Dec 2020 17:44:28 GMT**

Changes proposed by: gry63984

## Proposed Action

Active

## Contact Person

Name	Email	Phone
Gary Houchens	gary.houchens@wku.edu	270-745-4999

## Term of Implementation

2021-2022

## Program Reference Number

0499

## Academic Level

Graduate

## Program Type

Master's Degree

## Degree Types

Master of Arts in Education

## Department

Ed Adm, Leadership & Research

## College

Education & Behavioral Science

**Was your Notification of Intent (submitted to CPE by the Provost's Office) approved?**

Yes

**Program Name (eg. Biology)**

Instructional Leadership, School Principal

**Will this program have concentrations?**

No

**CIP Code**

130401 - 130401

**Will this program lead to teacher certification?**

Yes

**Does the proposed program contain 25% or more new content not previously taught in another course at WKU? If yes, contact the Office of the Provost for additional SACSCOC proposal requirements**

No

## Catalog Content

**Program Overview (Catalog field: Overview tab)**

The Master of Arts in Education, Instructional Leadership, School Principal program requires 30 hours of coursework and leads to eligibility for initial principal certification (Level I, KP1).

**Alternate Route to Principal Certification**

Kentucky Senate Bill #77 made it possible for higher education institutions with approved school administration certification programs to provide alternate route to certification programs upon application and approval by the Education Professional Standards Board (EPSB). Western Kentucky University (WKU) has an EPSB approved Alternate Route to Principal Certification program, with eligibility and application procedures as follows:

Under the provisions of Senate Bill #77 and state regulations, Western Kentucky University established procedures for the alternate route program as follows:

1. Candidates must first apply to the WKU Graduate School for admission to the university - <https://www.wku.edu/graduate/>
2. Following university admission, candidates should contact the Department of Educational Administration, Leadership, and Research for program-specific admissions guidelines and application by calling 270-745-4890.
3. After program admission the candidate will work with an advisor to submit a program of study to the Office of Professional Educators Services for approval.
4. A letter is then issued by WKU stating that the student is currently enrolled in the principal program; at this time the candidate may be offered a principal or assistant principal position by a district and is then eligible to participate in the Option 6 alternative route program.
5. If the candidate is offered the position, the district superintendent must provide verification of employment to WKU and the candidate.
6. The candidate will submit the verification of employment to EALR and a CA-TP to the Office of Professional Educator Services. EALR will issue the student a mentor agreement that must be completed by the student, the student's university mentor and the student's district mentor. This can be emailed along with the completed CA-TP application to [teacher.certification@wku.edu](mailto:teacher.certification@wku.edu).
7. The Office of Professional Educator Services will sign and verify the enrollment of the candidate in the Alternate Route to Principal Certification program. The completed application will be uploaded to EPSB and the student will be notified when it has been processed and their certificate is ready to download/print.
8. The student must request that an electronic transcript be sent directly to EPSB. The transcript request can be completed through TOPNET. All transcript request questions need to be directed to the Registrar's Office.

**Admission Requirements (Catalog field: Program Admission)**

## Program Admission

Admission to the Master of Arts in Education, Instructional Leadership, School Principal program is described below.

- A bachelor's degree with a GPA of 3.0 or higher
- Teaching certificate

Upon initial review, applicants will be requested to submit the following items to the department:

- Three years of documented teaching experience in a public school or a nonpublic school that meets the state performance standards as established in KRS 156.160
- Complete a program admission packet requiring:

- Letters of reference
- Department-specified essays or other written materials
- School district agreement of support
- Be recommended based on an interview with district practitioners and department faculty

### Curriculum Requirements (Catalog field: Program Requirements)

## Program Requirements (30 hours)

Code	Title	Hours
Required Courses		
EDAD 602	Intro to School Leadership	3
EDAD 603	School Law and Policy	3
EDAD 604	Creating a Culture of Achievement	3
EDAD 605	Leading a Community of Leaders	3
EDAD 606	Leading Learning Systems	3
EDAD 607	Developing Teacher Capacity	3
EDAD 608	Resource Management for Equitable Outcomes	3
EDAD 609	Leading School Improvement	3
EDAD 610	Clinical Experiences in the Principalship	6
Total Hours		30

Filing a TC-1 requesting Rank II requires completion of a minimum of 30 semester hours of graduate credit. Within these total hours the student must complete the required professional courses as outlined in a planned program designed to provide the student with appropriate administrative competencies and courses required for certification.

### Will this program be interdisciplinary?

No

## Relation to Mission and Strategic Plan

### Explain how the proposed program relates to the institutional mission and academic strategic plan.

WKU's principal preparation program is essential the university's mission and reflects our constant 'commitment to transforming the lives of students and serving our region and the commonwealth.' In particular, this proposed MAE program is consistent with the WKU Climbing to Greater Heights strategic plan and its goals of serving as a regional intellectual lighthouse, providing continuing education for K-12 professionals serving the region's schools, and ensuring the community's long-term quality of life.

### Explain how the proposed program addresses the state's postsecondary education strategic agenda

The proposed MAE in Instructional Leadership addresses Kentucky's post-secondary education strategic agenda by seeking to encouraging more people to take advantage of post-secondary opportunities (leading to more teachers who are also credentialed to serve as school principals) and fill workforce shortages (many districts report a dearth of qualified administrative applicants). By producing more highly-skilled school leaders who can lead educational institutions to higher levels of student achievement, we may likewise contribute to more economic growth and development that makes our state more prosperous.

## Program Quality and Demand

Provide justification and evidence to support the need and demand for this proposed program. Include any data on student demand; career opportunities at the regional, state, and national level; and any changes or trends in the discipline that necessitate a new program.

Please insert one Learning Outcome per box. Click green plus sign for additional LO boxes

### Learning Outcomes and Measurement Plan

	List all student learning outcomes of the program.	Measurement Plan
SLO 1	Graduates of WKU's education administration program will be proficient at a beginning-school leader's level for the Professional Standards for Educational Leaders.	Not required at time of submission. Included as attachment.
SLO 2	Graduates of WKU's education administration program will be innovative problem solvers, especially around issues of high-quality instruction and school improvement that leads to greater levels of student achievement	Not required at time of submission. Included as attachment.

SLO 3	Graduates of WKU's education administration program will demonstrate a commitment to, and skills for leading their school's toward, equitable supports and outcomes for all students.	Not required at time of submission. Included as attachment.
SLO 4	Graduates of WKU's education administration program will be adept at building positive relationships with and among students, staff, families, and the community for uniting all stakeholders around a commitment to high-quality learning outcomes.	Not required at time of submission. Included as attachment.
SLO 5	Graduates of WKU's education administration program will demonstrate skills for effectively communicating using a wide variety of means.	Not required at time of submission. Included as attachment.
SLO 6	Graduates of WKU's education administration program will display the characteristics of a highly-reflective practitioners.	Not required at time of submission. Included as attachment.

**Change in Discipline (If the program is being proposed to meet changes in the academic discipline, please outline those changes and explain why they necessitate development of a new program.)**

Not required at time of submission

**Specify any distinctive qualities of the program.**

Not required at time of submission

**Does the proposed program differ from existing programs in terms of curriculum, focus, objectives, etc.?**

Yes

**Please explain**

This program will enhance the existing WKU certification only and Rank I programs for to principal certification by adding a third pathway.

**Does the proposed program serve a different student population (i.e., students in a different geographic area, non-traditional students) from existing programs?**

Yes

**Please explain**

his program permits students with only a bachelor's degree to pursue principal certification at the Master's level, per recent changes in state regulation.

**Is access to existing programs limited?**

Yes

**Please explain**

Prior to changes in state regulation, access to the principal program was limited to those holding a Master's degree/Rank 2 credential. With the change allowing programs to waive this requirement, we are seeking to establish a Master's option for the program.

**Describe how the proposed program will articulate with related programs in the state. It should describe the extent to which students transfer has been explored and coordinated with other institutions.**

Not required at time of submission

**Describe student demand data for this program.**

Included in CPE Pre-Proposal

The WKU principal preparation program leads to a Kentucky certification to serve as an assistant principal or principal in schools serving grades K-12. No long-term data are available on the number of school administrator openings at the regional or national levels. However, a search of statewide principal and assistant principal vacancies on the Kentucky Education Placement Service (KEPS) website from July 2018 to June 2019 revealed 183 openings. According to salary.com, average principal salary in Kentucky is \$98,287 as of May 2019.

**Will this program replace or enhance any existing program(s) or concentration(s) within an existing program?**

No

**Program Demand Data and Support Documents**

NOIRreport\_11\_5\_2019 9\_51\_08 AM.pdf  
principal\_gray\_data.docx

## Library Resources

### Attach library resources

NONE.docx

### Rationale for the program proposal?

This proposed program is a supplement to WKU's already flourishing cohorts of Rank I and certification only aspiring principals. Once each year, and in some years each semester, we launch new cohorts of 8-30 new principal program candidates. The proposed pathway will further enhance our existing program without adding any new courses or expenses but simply opening up admission to students to pursue the same program for a Master's degree/Rank 2.

## Budgetary Implications

### What are the potential budget implications for this proposal (including faculty, resources, equipment, space, etc.)?

No additional funding will be required to offer a Master's degree pathway to principal certification as the program utilizes the same course work and requirements as the existing Rank I and certification only pathways. Creating an additional pathway to principal certification will likely grow enrollments in WKU's principal program with no additional costs, and therefore represents a highly efficient and effective use of existing funds and resources. No other programs will be affected.

### Will any additional staffing be required?

No

**Certificate Budget Template:** [https://www.wku.edu/academicaffairs/documents/certificate\\_budget\\_spreadsheet.xlsx](https://www.wku.edu/academicaffairs/documents/certificate_budget_spreadsheet.xlsx)

**Program Budget Template:** [https://www.wku.edu/academicaffairs/documents/program\\_budget\\_preproposal\\_spreadsheet.xlsx](https://www.wku.edu/academicaffairs/documents/program_budget_preproposal_spreadsheet.xlsx)

### Budget Spreadsheet

MAE CPE Budget Pre-Proposal Template FY 15 Revised 072120.xlsx

### CPE Proposal

MAE Instructional Leadership Pre Porposal Form 06022020.docx

### Additional Attachments

WKU MAE Instructional Leadership Assurance of Student Learning.docx

### Additional information or attachments

Regarding this proposal, it is important to note the following:

- Prior to 2013 an individual could enter the principalship by earning a qualified master's degree.
- WKU offered such a degree at that time.
- With the changes in 2013, an individual could not enter a principal prep program unless they already had a master's degree. They needed the master's degree plus an additional 30 hours of a principal prep curriculum.
- Since the master's degree offered by WKU would no longer qualify an individual to be a principal, WKU suspended this degree and offered the coursework only at a post-master's certification only and Rank 1 level.
- However, with recent regulatory changes, a person may again become a principal by earning a qualified master's degree.
- Since WKU no longer offers a master's degree in principal preparation, it is critical that we re-constitute one to accommodate the numerous educators who desire to become a principal who only hold a bachelors degree.
- This proposed MAE in Instructional Leadership is this degree.
- The coursework for this program already exists and is being taught for post-master's certification only and Rank 1. This proposal is to use it to re-create the previously-offered MAE.

Key: 129

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**EMERITUS  
APPOINTMENTS**

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**REQUEST:**

Approval of faculty emeritus status for Drs. Terry Wilson, Thomas Nicholson, and Linda Brown.

**FACTS:**

Listed below are faculty members who have been recommended by their tenured faculty, department chairs, and college deans to be awarded emeritus status. Drs. Wilson, Nicholson, and Brown have served the university for at least ten years with a distinguished record of achievement and service.

***College of Education and Behavioral Sciences***

Dr. Terry Wilson, Professor of Environmental Education, School of Teacher Education, Emeritus

***College of Health and Human Services***

Dr. Thomas Nicholson, Professor of Public Health, Emeritus

***Ogden College of Science and Engineering***

Dr. Linda Brown, Professor of Agriculture & Food Science, Emeritus

**BUDGETARY IMPLICATIONS:** No funds requested

**RECOMMENDATION:**

President Timothy C. Caboni recommends awarding emeritus status to Drs. Terry Wilson, Thomas Nicholson, and Linda Brown.

**MOTION:**

**Approval of emeritus status for Drs. Terry Wilson, Thomas Nicholson, and Linda Brown.**