

CURRICULUM PROPOSAL FORM 2000-2001

**NEW PROGRAMS, MAJOR PROGRAM REVISIONS, AND PROGRAM NAME CHANGES PROCESS C**

**\*DEADLINES:** Deadline dates for 2000/2001 submissions: Regular proposals: October 20, 2000 to be implemented in Fall 2001; Short-Term proposals: December 8, 2000 to be implemented in Fall, 2001; Regular proposals February 16, 2001 to be implemented in Spring, 2002; March 23, 2000 for short-term courses to be implemented in Spring 2002.

**PROPOSAL TITLE:** REVISIONS TO THE S.A.A PROGRAM IN HIGHER EDUCATION, (ADMINISTRATIVE TRACK)

**SPONSOR(S):** THOMAS C. ALLEN/ADAM

**DEPARTMENT:** EDUCATIONAL LEADERSHIP

**COLLEGE:** EDUCATION

**IF LAS CHECK ONE:**  History/Humanities  Math/Sciences  Social/Behavioral Sciences

**Check One:**  Undergraduate  Graduate

The attached **NEW PROGRAM/MAJOR PROGRAM REVISION/PROGRAM NAME CHANGE** proposal is best described by the item(s) checked.

New degree program

New Certificate of Graduate Study Program

New major

New minor

New, concentration, specialization, or track

Major changes to degree requirements, major, minor, or certificate program.

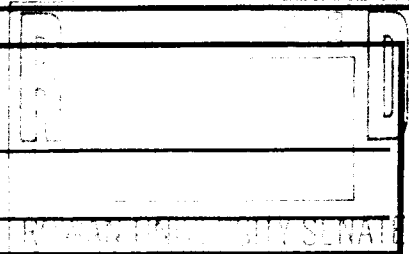
Changes to name of college, school, department or degree

Quasi Curricular

**DEPARTMENT**  
(Signature indicates approval)

Dept. Curriculum Chair / Date 2/9/01

Dept. Chairperson / Date



**ACADEMIC DEAN (& Graduate Dean, for New Graduate Programs Only)**

Approved  Not Approved \_\_\_\_\_ Comments:

Academic Dean's Signature/Date [Signature] 2/21/01

Graduate Dean's Signature/Date [Signature] 2/21/01

**COLLEGE CURRICULUM COMMITTEE**

Approved  Not Approved \_\_\_\_\_

Comments: Unanimous approval with minor changes

Signature of College Chair/Date: [Signature]

**UNIVERSITY CURRICULUM COMMITTEE**

Date of Open Hearing (if necessary) 4/27/01 Approved  Not Approved \_\_\_\_\_

Comments: had for minor changes - including abstract of student evaluation

Curriculum Chair Signature/Date [Signature] 4/27/01

Date voted upon at Senate (if necessary) 5-8-01 Approved  Not Approved \_\_\_\_\_

**EXECUTIVE VICE PRESIDENT/PROVOST**

Approved  Not Approved \_\_\_\_\_ If no, reasons are as follows:

Student Credit Hours \_\_\_\_\_ Faculty Load Hours \_\_\_\_\_ Equalized Credit Hours \_\_\_\_\_

Official Copy & Approval Sheet Filed (Date): \_\_\_\_\_ Executive VP/Provost Signature/Date [Signature] 5/15/01

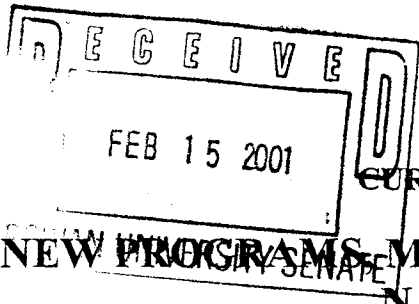
**REGISTRAR**

Date Approved Course Description Received 6/7/01 Hegis Taxonomy & Course Number Assigned \_\_\_\_\_

Registrar Signature/Date [Signature]

**NOTIFICATION FORWARD**

\_\_\_\_\_ Senate Curriculum Committee Chairperson \_\_\_\_\_ Academic Dean(s)  
\_\_\_\_\_ Department Chairpersons \_\_\_\_\_ Registrar \_\_\_\_\_ Sponsor(s)



PROPOSAL SCC #00-01 316

CURRICULUM PROPOSAL FORM 2000-2001

**NEW PROGRAMS, MAJOR PROGRAM REVISIONS, AND PROGRAM NAME CHANGES PROCESS C**

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**PROPOSAL TITLE:** REVISIONS TO THE M.A. PROGRAM IN HIGHER EDUCATION (ADMINISTRATIVE TRACK)

**SPONSOR(S):** THOMAS C. MONAHAN

**DEPARTMENT:** EDUCATIONAL LEADERSHIP

**COLLEGE:** EDUCATION

**IF LAS CHECK ONE:**  History/Humanities  Math/Sciences  Social/Behavioral Sciences

**Check One:**  Undergraduate  Graduate

The attached NEW PROGRAM/MAJOR PROGRAM REVISION/PROGRAM NAME CHANGE proposal is best described by the item(s) checked.

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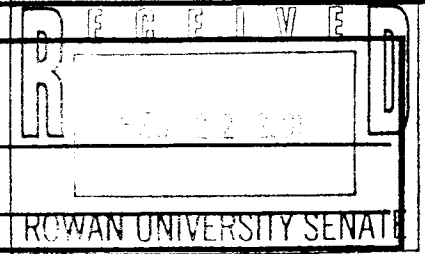
Changes to name of college, school, department or degree

Quasi Curricular

**DEPARTMENT**  
(Signature indicates approval)

Dept. Curriculum Chair / Date  
*Thomas C. Monahan* 2/9/01

Dept. Chairperson / Date



**ACADEMIC DEAN (& Graduate Dean, for New Graduate Programs Only)**

Approved  Not Approved \_\_\_\_\_ Comments: \_\_\_\_\_

Academic Dean's Signature/Date *[Signature]* 2/21/01

Graduate Dean's Signature/Date *[Signature]* 2/26/01

**COLLEGE CURRICULUM COMMITTEE**

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

Comments: \_\_\_\_\_

Signature of College Chair/Date: \_\_\_\_\_

**UNIVERSITY CURRICULUM COMMITTEE**

Date of Open Hearing (if necessary) \_\_\_\_\_ Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

Comments: \_\_\_\_\_

Curriculum Chair Signature/Date \_\_\_\_\_

Date voted upon at Senate (if necessary) \_\_\_\_\_ Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

**EXECUTIVE VICE PRESIDENT/PROVOST**

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ If no, reasons are as follows: \_\_\_\_\_

Student Credit Hours \_\_\_\_\_ Faculty Load Hours \_\_\_\_\_ Equalized Credit Hours \_\_\_\_\_

Official Copy & Approval Sheet Filed (Date): \_\_\_\_\_ Executive VP/Provost Signature/Date \_\_\_\_\_

**REGISTRAR**

Date Approved Course Description Received \_\_\_\_\_ Hegis Taxonomy & Course Number Assigned \_\_\_\_\_

Registrar Signature/Date \_\_\_\_\_

**NOTIFICATION FORWARD**

\_\_\_\_\_ Senate Curriculum Committee Chairperson \_\_\_\_\_ Academic Dean(s)

\_\_\_\_\_ Department Chairpersons \_\_\_\_\_ Registrar \_\_\_\_\_ Sponsor(s)

**CURRICULUM PROPOSAL FOR REVISIONS TO THE  
MASTER OF ARTS PROGRAM IN HIGHER EDUCATION  
(ADMINISTRATIVE TRACK)**

**1. ABSTRACT**

This proposal is entitled *Revisions to the M.A. in Higher Education* and is sponsored by Thomas C. Monahan, department chairperson and program coordinator within the Educational Leadership Department. The M.A. in Higher Education program is an existing program with a long programmatic history at this institution. It has long served the need of the South Jersey region in supplying capable administrators and instructors in the county and community colleges. Most recently, it has evolved into a program serving a wider audience in the region's four year colleges. Informal student evaluations have corroborated the need for the program, but these same evaluations have signaled the need for the revisions proposed herein.

The program is well coordinated with other programs within the department, particularly the higher education component of the Ed. D. program in educational leadership. The program is also consistent with the missions of both the College of Education and the University.

The proposed revisions provide a curriculum that is broader in scope, more flexible, and more attractive to potential students. The revised curriculum provides for a core of required courses (15 s.h.), expanded restricted and related electives (15 s.h.), and an expanded capstone experience (6 s.h.). The present program is 36 s.h. and requires a master's thesis/creative research project as part of the capstone experience. These programmatic requirements will remain.

We seek to have these revisions approved and to become effective in the fall 2001. Students presently matriculated in the program will have the option of following the existing curriculum or being governed by the broader, more flexible curriculum. We expect that the great majority of students will seek the latter option.

No new resources will be required for this revised program.

## 2. PROPOSAL DETAILS

- Title and Sponsor:** Program Revisions to the M.A. in Higher Education (Administrative Track); Thomas C. Monahan, Educational Leadership Department
- Relationship to Department, College, and University** This program is well coordinated with other programs in the Educational Leadership Department, especially with the higher education component of the Ed.D. program in educational leadership. We already possess the faculty expertise that will bring recognition and prominence to this program. This program is also consistent with the mission of the College of Education and the university in that it provides an intellectually rigorous and challenging program designed for potential educational leaders.
- Scope and Size of the Program** As of the spring 2001, there are 14 students enrolled in the administrative track of this program. Three students will graduate in May, 2001. With the proposed changes in the program, we expect that approximately 10-15 new full- and part-time students can be recruited into the program each year.
- Program Need:** The proposed revisions are requested for a program that has enjoyed a long and evolutionary program at this institution. Originally conceived as a master's degree program in junior college teaching, the program had evolved first into a program in community college education, and, most recently, in higher education. Given the expanding role of higher education in our society, as well as the expanding number of employment and career opportunities within the region's colleges and universities, there is a corresponding expanding need for a program like this. Beyond this, the faculty in the Educational Leadership Department have conducted informal evaluations of the program with students presently matriculated. We have consistently been advised that this program, while already strong, could be made even stronger with revisions such as those that are proposed.
- Admission Requirements** Admission requirements are not expected to change as a result of the proposed curricular changes. Students will be required to meet all of the existing standards currently required for admission.
- Implementation Time Frame** We are seeking approval of these revisions with the expectation that they become effective in the fall 2001. Students who are already matriculated will be given the opportunity to complete the program presently in place, or they can be governed by the new

curriculum, upon approval.

**Resources** No new resources, either human, materials, library, or space, will be required.

**Recommended Library Resources** Campbell Library currently has among its collection and holdings all of the resources that may be required for this program.

**Staffing** While no new staff will be required for this program, we will draw upon the staff resources of other departments as shown. However, these are existing staff, and the courses that they will be teaching are existing courses. We do not anticipate that that the new enrollments will place a strain on such courses offered outside of the Educational Leadership Department.

**Summary of the Curriculum** The proposed revisions, once effected, will provide a cohesive program in higher education with a core of 15 s.h. of required courses (including Higher Education Administration, Higher Education in America, the College Student, Legal Issues in Higher Education, and Procedures and Evaluation in Research). It will provide for 15 s.h. of restricted and related electives drawn from a number of departments within a number of colleges across the campus, including, for example, the Department of Advertising/Public Relations, Management/M.I.S. Department, Department of Special Education Services/Instruction, Psychology Department, Department of Secondary Education/Foundations of Education, as well as the sponsoring Educational Leadership Department. Finally, the proposed revisions provide for a two-semester 6 s.h. seminar/internship experience that can provide practical experiences for students seeking entry level employment in higher education or students already employed in a higher education setting who wish to enhance their skills and knowledge.

### **3. RATIONALE FOR THE PROPOSED REVISIONS**

The proposed revisions to the existing M.A. in Higher Education will serve a multitude of objectives. They will increase the scope of offerings within the program, substantially increase the flexibility of the program, and increase the attractiveness of the program to potential students.

The existing curriculum within the M.A. program in higher education, offered by the Educational Leadership Department, is highly structured and sequenced. When the curriculum was initially constructed in 1997-98, it was anticipated to attract a critical mass of students who were expected to join the program as a cohort. enroll as full-time

students registering for 9 semester hours of course work each term for four successive regular academic terms (summers excluded), complete all of their course work together, and graduate at the same time. Unfortunately, this cohort idea has enjoyed only very limited success. The majority of students who have matriculated in the program since its inception have enrolled as part-time students on a non-cohort basis. Students seek to complete the program within a reasonable amount of time, but since the present program is structured in such a way that courses (nearly all of which are required) are not taught in the summer term. Thus, completing the course within such a reasonable amount of time is difficult. As presently structured, the program is not as attractive as it might be for students.<sup>1</sup> The highly prescribed and sequenced courses offer little flexibility to students. Moreover, the program presently discourages students from seeking to matriculate at mid-year because, at some point, they will have to "sit out" a semester waiting for the necessary courses to be offered. Also, as presently structured, the curriculum, while rigorous and current in its knowledge base, does not offer the scope of courses that are possible for students who may be interested in an expanding number of career opportunities within higher education. For example, the present curriculum is not as strong as it could be for students who may wish to pursue career opportunities in higher education in academic advising, career development, university advancement, media relations, development, or institutional research.

Finally, because the curriculum is totally prescribed in both content and sequence, the Educational Leadership Department must offer six courses each academic term (fall and spring). Given the limited attractiveness with, and enrollment in, the program, this creates an enormous burden on the department by necessitating the offering of low enrollment courses taught by full-time faculty.

The proposed revisions seek to broaden the scope of the program by adding graduate level courses from various departments thus increasing the multidisciplinary nature of the program. Moreover, the revisions seek to add substantially to the flexibility of the program by limiting the number of required courses, adding a number of elective courses, and providing for course offerings in the summer term. Finally, the revisions seek to increase the attractiveness of the program by relaxing the drive to enroll only "cohort" students, by expanding the scope and flexibility of the course offerings, and by offering courses in the summer term.

The proposed revisions will provide for greater opportunity to achieve the missions of the Educational Leadership Department, the College of Education, and Rowan University. Specifically, the programs aims to provide educational administrators of superior quality (part of the departmental mission),..... (the College of Education mission), and ...

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<sup>1</sup> The difficulties cited herein are generally consistent with the literature on cohort programs. See Barnett et al. (April 2000). *Cohorts in Educational Leadership Programs: Benefits, Difficulties, and the Potential for Developing School Leaders*. *Educational Administration Quarterly*, 36 (2), 255-282.

#### 4. ESSENCE OF THE PROGRAM

The M.A. in Higher Education program presently has two tracks: and administrative track and an instructional track. Since this proposal addresses only the administrative track, the stated goals and objectives for only that track will be addressed.

(a) *Goal of the (Administrative Track of the ) M.A. in Higher Education*

The goal of the administrative track is to provide a high quality program, which prepares individuals for administrative roles in institutions of higher education, including 2-year and 4-year colleges and universities.

(b) *Objectives of the (Administrative Track of the) M.A. in Higher Education*

1. To provide students with a knowledge base in core elements of higher education, including (a) the history of higher education in America, (b) issues attendant to the organization, administration, and governance of higher education, (c) the American college student, (d) selected legal issues that relate to higher education administration, and (c) research methodologies that will permit future study of important higher education issues.
2. To provide an opportunity for students to pursue specific areas of interest.
3. To provide students, depending on their existing level of experience with an opportunity (a) to gain relevant beginning practical experience in a higher education setting, (b) to expand their knowledge, skills, and experience of a specific area of higher education in which they may presently, or wish to become, involved, and (c) to conduct relevant research on some aspect of higher education.

(c) *Structure of the Program*

The (administrative track of the) program is 36 s.h. in length and is expected to remain as such. The core of the program consists of course work in (a) the history of American higher education; (b) administrative, organizational, governance, and legal issues attendant to higher education; (c) specific areas of interest in higher education administration; and (d) research methodology sufficient to permit future exploration of important issues in higher education administration.

All students will be required to complete core studies as identified below (this core includes five required courses for a total of 15 s.h.). Students will also be permitted to select a number of elective courses to meet their specific career needs. Elective courses will constitute the middle 15 s.h. of course work. Within this framework, a minimum of 9 s.h. of course work **must** be selected from within the bank of *restricted* elective courses delineated in the program guide (see pp. 8-9 of this proposal), and the remaining 6 s.h. of course work will constitute *related* elective work and **must** be selected in consultation with, and approved by, the program adviser. Consistent with the Rowan and College of

Education missions, these elective courses constitute the multidisciplinary aspect of this program and may be taken within a variety of academic departments and within various colleges of the university. The final 6 s.h. of course work will be taken in a seminar/internship format over two succeeding semesters. It is during the seminar/internship course sequence that students will engage in a practicum experience and prepare a master's thesis/creative action research project.

Specific courses that will be provided within the program, including the department(s) which offer the courses, are identified below. Moreover, letters of consultation from the departments offering the courses (if outside the Educational Leadership Department) are included in Section 5 (Results of Consultation) of this proposal.

*(d) Other Programs*

There are no other programs in higher education administration that are offered in southern New Jersey. A longstanding M.S.Ed. program in higher education administration has existed in the University of Pennsylvania for many years. It requires 30 s.h. of course work, operates on a cohort basis, and provides a paid internship program. However, Rowan University does not ordinarily compete with Penn for students. Moreover, cost and convenience of location are expected to make Rowan much more attractive to New Jersey residents.

*(e) Administration*

The M.A. in Higher Education program will be coordinated within the Educational Leadership Department by a faculty member assigned to accept that responsibility. That faculty member will oversee the recruiting, admissions, advising, and record-keeping aspects of the program. He/she will also certify student for graduation. At present, the faculty member assigned that responsibility is Thomas C. Monahan.

*(f) Program Evaluation*

Periodically, the faculty of the Educational Leadership Department will review the extent to which the expressed goal and objectives of the program are being achieved. Such evaluation procedures will involve both informal and formal measures, including peer observations, colleague consultations, periodic review of curricular materials, and student evaluations.

## 5. RESULTS OF CONSULTATION

We have consulted with the following individuals regarding these proposed changes:

Donald Bagin, coordinator of the M.A. in Public Relations program  
Gerald Ognibene, coordinator of the M.A. in Student Personnel Services program  
Monica Greco, chairperson, Psychology Department  
John Gallagher, chairperson, Secondary Education/Foundations of Education Department  
Edward Schoen, Dean, College of Business  
S. Jay Kuder, Interim Dean, the Graduate School

Letters attesting to the support for our proposed curricular changes follow immediately.

## 6. SPECIFIC PROPOSED PROGRAM AND COURSE REVISIONS SOUGHT

This section presents all of the program and course revisions that are requested. This section is presented in three sub-sections: (a) proposed *new courses*; (b) proposed *course revisions* and (c) proposed *program revisions*.

### (a) New Courses

The following proposed *new courses* are requested. (See course proposals for new proposed courses: *Teaching Adult Learners*, *Seminar/Internship in Higher Education Administration I*, *Seminar/Internship in Higher Education Administration II*, and *Quantitative Analysis in Educational Research*)

(b) Course Revisions: Prerequisite Changes and Selected Course Deletions from Program

The following specific *course revisions* are requested.

(i) First, we seek to revise the course prerequisites for the following courses:

<u>No.</u>	<u>Course Title</u>	<u>Present Prerequisite</u>	<u>Proposed Prerequisite</u>
0806.606	Selected Topics in Higher Educ.	0827.637 or 0806.605 or Permission	None ✓
0827.620	Legal Issues in Higher Education	0827.637 or 0806.605 or Permission	None ✓
0827.621	Student Services in Higher Ed.	0827.637 or Perm.	None ✓
0827.622	Plan/Resource Allocation in Higher	0827.637 or Perm.	None ✓
0827.625	Change in Higher Education	18 s.h. of coursework	None ✓
0824.707	Applied Analysis for Ed. Lead.	0824.705	Permission*
0824.709	Issues in Survey Research	0824.705	Permission*
0827.707	Planning	0827.702	Permission*
0827.737	The College Student: Issues & Supp.	0827.713	Permission*
0827.741	Current Issues in Higher Education	0827.713	Permission*
0827.742	Curriculum of Higher Education	0827.713	Permission*
0827.746	Higher Education Governance	0827.733	Permission*
0827.748	Human Resources Development	0827.704	Permission*
0828.706	Diversity & Educational Leadership	0827.713	Permission*

\* Permission of Instructor

(ii) Second, we seek to **delete** the following courses as **required courses** within the M.A. in higher education program:

0828.546	Educational Organizations and Leadership	(3 s.h.)
0827.621	Student Services in Higher Education	(3 s.h.)
827.622	Planning and Resource Allocation in Higher Ed.	(3 s.h.)
0806.606	Selected Topics in Higher Education	(3 s.h.)
0827.625	Change in Higher Education	(3 s.h.)
0827.626	Practicum in Higher Education	(3 s.h.)
0827.627	Higher Education Administration Capstone Seminar	(3 s.h.)

(c) Program Revisions

The following *program revisions* are requested:

We seek to change the curriculum in M.A. in higher education program.....

***from:***

0827.637	Higher Education Administration (Fall, Year 1)	(3 s.h.)
0828.546	Educational Organizations and Leadership (Fall, Year 1)	(3 s.h.)
0806.605	Higher Education in America (Fall, Year 1)	(3 s.h.)
0824.501	Procedures and Evaluation in Research (Spring, Year 1)	(3.s.h.)
0827.621	Student Services in Higher Education (Spring, Year 1)	(3 s.h.)
827.623	Planning and Resource Allocation in Higher Ed. (Spring, Year 1)	(3 s.h.)
0827.620	Legal Issues in Higher Education (Fall, Year 2)	(3 s.h.)
0806.606	Selected Topics in Higher Education (Fall, Year 2)	(3 s.h.)
0827.625	Change in Higher Education (Fall, Year 2)	(3 s.h.)
0827.626	Practicum in Higher Education* (Spring, Year 2)	(3 s.h.)
0827.627	Higher Education Admin. Capstone Seminar* (Spring, Year 2)	(3 s.h.)
_____	Free Graduate Elective (Spring, Year 2)	(3 s.h.)

\* includes master's thesis/creative action research project

**GRAND TOTAL** **36 s.h.**

***to:*****Required Core Courses**

0827.637	Higher Education Administration	(3 s.h.)
0806.605	Higher Education in America	(3 s.h.)
0827.737	The College Student: Issues and Support Programs	(3 s.h.)
0827.620	Legal Issues in Higher Education	(3 s.h.)
0824.501	Procedures and Evaluation in Research	(3 s.h.)

**Total Required Core** **15 s.h.**

**Restricted Elective Courses**

*Students may select a total of 9 s.h. from the following bank of courses:*

0824.707	Applied Analysis for Educational Leadership (Ed. Lead Dept.)	(3 s.h.)
0824.709	Issues in Survey Research (Educational Leadership Dept.)	(3 s.h.)
0827.621	Student Services in Higher Education (Ed. Leadership Dept.)	(3 s.h.)
0827.623	Planning/Resource Allocation in Higher Ed. (Ed. Lead. Dept.)	(3 s.h.)
0806.606	Selected Topics in Higher Education (Ed. Leadership Dept.)	(3 s.h.)
0827.625	Change in Higher Education (Educational Leadership Dept.)	(3 s.h.)
0827.741	Current Issues in Higher Education (Educational Leadership)	(3 s.h.)
0827.742	The Curriculum of Higher Education (Educational Leadership)	(3 s.h.)

0827.546	Higher Education Governance (Educational Leadership)	(3 s.h.)
0827.749	Human Resource Development (Educational Leadership)	(3 s.h.)
0828.706	Diversity and Educational Leadership (Educational Leadership)	(3 s.h.)
_____ +	Teaching the Adult Learner (Educational Leadership)	(3 s.h.)
0601.551	Public Relations Overview (Advertising/P.R. Dept.)	(3 s.h.)
0826.509	Group Counseling and Student Personnel Services (SES/I)	(4 s.h.)
0826.526	Individual Counseling Procedures (SES/I)	(4 s.h.)
0826.582	Career Counseling and Development (SES/I)	(4 s.h.)
2005.623	Social Psychology (Psychology)	(3 s.h.)
0506.503	Organization Development (Management/M.I.S.)	(3 s.h.)
0821.530	Foundations of Multi-Cultural Education (Sec. Ed./Foundations)	(3 s.h.)
_____ +	Quantitative Analysis in Educational Research (Ed. Leadership)	(3 s.h.)

+ new course - see attached new course proposal

Students may also select from courses offered in the College of Communication that are offered in modular format, including:

0601.524	Fundraising and Development	(1.5 s.h.)
0601.517	Working with Radio and TV	(1.5 s.h.)
0601.511	Writing Speeches	(0.5 s.h.)
0601.536	Public Relations Law and Ethics	(1.0 s.h.)
0601.540	Marketing Communication	(0.5 s.h.)
0601.530	Internal Communications in Organizations	(0.5 s.h.)
0601.532	Media Relations	(0.5 s.h.)
0601.533	Crisis Public Relations	(0.5 s.h.)
0601.538	Legislative Liaison for Public Relations Practitioners	(0.5 s.h.)

**Total Restricted Electives 9 s.h.**

**Related Elective Courses**

*Students may select a total of 6 s.h. of free, related graduate elective courses. These courses must receive the prior approval of the program adviser.*

**Total Related Electives 6 s.h.**

**Capstone Requirements**

_____ +	Seminar/Internship in Higher Education Administration I *	(3 s.h.)
_____ +	Seminar/Internship in Higher Education Administration II*	(3 s.h.)

+ proposed new courses - see attached new course proposals

\* includes master's thesis or major action research report

**Total Capstone Requirements 6 s.h.**

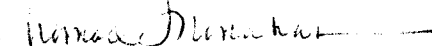
**GRAND TOTAL 36 s.h.**



February 6, 2001

**M E M O R A N D U M**

**TO:** College of Education Curriculum Committee  
University Senate Curriculum Committee

**FROM:** Thomas C. Monahan 

**RE:** Selected Curriculum Proposals

This is to advise you that at a department meeting conducted on February 6, 2001, the faculty of Educational Leadership Department formally approved the following curriculum proposals:

1. Minor Curriculum Change: Comprehensive examination requirement for the M.A. programs in school administration (including school business administration) and supervision and curriculum development
2. Minor Curriculum Change: Deleting *Employer-Employee Relations* and adding *Fundamentals of Curriculum Development* and *Leading the Learner-Centered School* as an either -or option within the M.A. in school administration (school business administration track)
3. Major Curriculum Revision: Revision to the M.A. in Higher Education program (administration track).

Regarding the major curriculum revision to the M.A. in Higher Education program (administrative track), the faculty of the Educational Leadership Department granted its approval to permit master's level students enroll in selected doctoral level courses that relate to higher education and which are identified in the curriculum proposal.

The approvals of these curriculum proposals have formally been entered into the minutes of the Educational Leadership Department meeting of February 6, 2001.



January 25, 2001

Dr. Tom Monahan, Chair  
Educational Leadership  
Rowan University

Dear Tom:

I am pleased to support the revisions you are suggesting for the MA program in Higher Education. I think that affording your students the opportunity to choose from a wide variety of electives would strengthen the program dramatically. I think the following courses selected from our graduate public relations program would help prepare students to handle the many communication challenges in the position they might gain:

- PR Overview
- Fundraising/Development
- Radio and TV
- Writing Speeches
- Law & Ethics
- Marketing Communication
- Crisis Communication
- Internal Communication
- Media Relations
- Legislative Liaison

We will be glad to help in any way we can.

Cordially,

Don Bagin  
Coordinator, Graduate Public Relations Program



*Special Educational Services / Instruction*

**MEMORANDUM**

---

**To: Dr. Thomas Monihan, Chair  
Educational Leadership Department**

**From: Gerald L. Ognibene, Graduate Program Advisor  
Student Personnel Services Program**

**Re: Masters Degree in Higher Education**

**Date: February 6, 2001**

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I am pleased to learn about your Department's current efforts to revise the Master's Degree in Higher Education. It appears that the proposed changes will provide students with a more specific preparation given the number of options that will be offered.

I believe that the following three (3) courses from the Student Personnel Services program will be appropriate for those students in the Higher Education Masters program, who are interested in Student Affairs careers.

0826.526	Individual Counseling Procedures	4 SH
0826.509	Group Counseling in Student Personnel Services	4 SH
0826.582	Career Counseling and Development	4 SH

I am highly supportive of your proposed changes and welcome the opportunity to collaborate with you and the faculty in the Educational Leadership Department.



*Department of Psychology*

To: Tom Monahan, Chairperson Educational Leadership  
From: Monica Greco, Chairperson Psychology Department  
Re: Inclusion of Social Psychology as an Elective  
Date: February 6, 2001

The Psychology Department supports the inclusion of the course Social Psychology as an elective in the M.A. in Higher Education curriculum. Social psychology is concerned with the effect of the presence of others on the thoughts, feelings, and behaviors of an individual. Topics covered in this course include group decision making processes, leadership styles, development of stereotypes, prejudice, and discrimination – all of which are pertinent to individuals seeking careers in a higher education setting. It should be noted however that the Psychology Department anticipates that this course will be offered once a year, or possibly less frequently in the future.

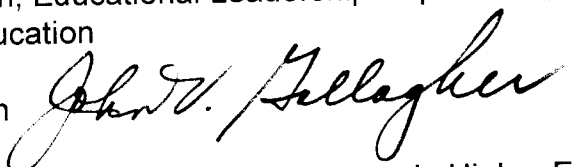
If the Psychology Department can be of any additional assistance to you in the future please do not hesitate to contact me.



*Department of Secondary Education/Foundations of Education*

February 14, 2001

To: Dr. Thomas Monahan, Chairperson, Educational Leadership Department; Program Coordinator, M.A. in Higher Education

From: John V. Gallagher, Chairperson 

Re: Letter of Consultation - Revision to the Master of Arts Program in Higher Education

I reviewed the proposal for revising the Master of Arts Program in Higher Education and concur with the changes you propose to improve the program. Its increased flexibility will make the program more attractive and allow graduate students some choices to meet each one's personal and professional needs.

Your proposal specifically includes the addition of our department's offering 0821.530 Foundations of Multi-Cultural Education, a graduate course we offer on a regular basis. We strongly support the inclusion of this course in your proposal for it will meet needs for students to gain a better understanding and sensitivity to the many cultures in our nation and in our institutions of higher education. Such knowledge and sensitivity can only enhance the qualifications and performance of your students in their respective future employment in higher education positions. We will welcome them to our classes.


We wish you much success in your revised program.



*College of Business  
Office of the Dean*

February 1, 2001

To: Thomas Monahan, Ed.D.  
Chairperson, Educational Leadership Department

From: Edward J. Schoen   
Dean, College of Business

Subject: Consultation – Revised Curriculum in M.A. in Higher Education

The College of Business is pleased to offer its support to the proposal of the Educational Leadership Department to include Organizational Development (0506.503) in the bank of restricted electives in the M.A. in Higher Education Program.

I have discussed this matter with Dilip Mirchandani, Ph.D., Director of the M.B.A. Program, and he has endorsed the opportunity to participate in the M.A. in Higher Education Program. Moreover, he spoke to the two faculty members who will likely staff the course - Kathleen Pereles, Ph.D. and Michael Banutu-Gomez, Ph.D. - and they enthusiastically welcome the opportunity to work with graduate education students. Likewise, the chairpersons of the Accounting and Finance, Management/MIS, and Marketing Departments approved of our participation in the program during our Leadership Team meeting conducted yesterday, January 31, 2001.

We have reviewed the documentation for the original approval of the Organizational Development course. While there are no required prerequisites for the course, the course proposal specifies that students enrolled in the course must have completed the foundation business courses appearing in the Pre-MBA Program. Because of this requirement, it will likely be necessary to offer a separate section of the course for education students, so that appropriate pedagogical adjustments can be made by the instructor in the event the education students have not completed the foundation courses.

We look forward to working with the Department of Educational Leadership on this project. If you have any questions regarding this matter or require additional information, please do not hesitate to contact me.



*Dean of The Graduate School*

To: Dr. Thomas Monahan  
From: Dr. S. Jay Kuder, Interim Dean *SJK*  
Subject: Revisions to the Master of Arts Program in Higher Education  
and related courses  
Date: February 6, 2001

Thank you for the opportunity to review the proposal for revisions to the Master of Arts Program in Higher Education and the related courses. I strongly support this proposal. I believe that these revisions will expand program options while providing for a more focused educational experience for students.

In particular, I support the interdisciplinary and collaborative nature of the revised program. As envisioned in this document, the program utilizes resources both within the Department of Educational Leadership, other departments within the College of Education, and in other programs throughout the university. As such, it maximizes the use of educational resources while providing a high-quality program for students.

As indicated in the proposal, I believe that this program will indeed be more attractive to potential students. Not only is there greater flexibility in course selection, but also there is an opportunity for students to focus their program in those areas that will be most useful for them. The core requirements appear to be well conceived and the capstone experience will be an excellent opportunity for students to apply their new knowledge in a research and/or practical experience. Therefore, I also support the proposals for a Seminar/Intern-ship in Higher Education Administration.

I have also reviewed the proposal for the Quantitative Analysis in Educational Research course. I think this will be an excellent addition to the graduate course offerings in the College of Education. I believe that this course will be valuable not only for the M.A. in Higher Education program, but for other graduate programs as well. The course covers essential content in statistical analysis with sufficient depth for graduate students.

In summary, I support the proposals for the revisions to the M.A. in Higher Education. I look forward to working with your department to implement the revised program.

SJK/klh