

Program Change Request

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Date Submitted: Fri, 22 Sep 2023 21:27:12 GMT
Viewing: GCRT273 : Certificate of Specialist in Educational Leadership & Policy Analysis
Last approved: Thu, 15 Apr 2021 22:22:03 GMT
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Changes proposed by: waldeck2

In Workflow

- 1. ELPA Dept Approver
2. EDU School Admin Reviewer
3. EDU School Approver
4. JPR Admin
5. GFEC Approver
6. UAPC Approver
7. Registrar

History

- 1. Sep 26, 2018 by Michelle Young (meyoung)
2. Apr 26, 2019 by Melissa Schultz (mschultz3)
3. Oct 18, 2019 by ejah
4. Apr 15, 2021 by Maddie Sychta (sychta)

Catalog Pages Using this Program: Educational Leadership and Policy Analysis - Specialist Certificate

Final Catalog

Rationale for Inactivation

Is this a Template? No

Name of the school or college academic planner who you consulted with on this proposal.
Name: Cindy Waldeck - EDU

Proposal Abstract/Summary: Proposal to suspend admissions and discontinue the Certificate of Specialist in Educational Leadership & Policy Analysis. This certificate has been connected to the Educational Leadership and Policy Analysis Wisconsin Idea Executive Ph.D. program to provide an exit pathway for students who meet the course requirements but choose not to complete their doctoral studies. The certificate has been replaced by the EdS-ELPA degree approved by the Board of Regents in February 2023. These changes will suspend and ultimately discontinue the low-award certificate of specialist program in lieu of the EdS degree.

Type of Approval: Governance Approval Needed

If approved, what term should the proposed change start? (usually the next fall term)
Fall 2024 (1252)

Is the change being proposed only a curricular change that would impact fewer than 50% of the credits in the program (i.e., plan or subplan) under consideration?
No

Basic Information

Program State: Suspend, will be discontinued

Type of Program: Certificate

Parent Program:

Upload the Approved Notice of Intent and UW System Approval Memo

Upload completed draft of the Full Board of Regents Authorization Proposal for this program.

Parent Audience:

Who is the audience? Graduate or professional

Parent Home

Department:

Home Department: Ed Leadership & Policy Analysis (ELPA)

Parent

School/College:

School/College: School of Education

The program will be governed by the home department/academic unit as specified. Will an additional coordinating or oversight committee be established for the program?
No

Describe procedures under which the coordinating/oversight committee will operate, including how the committee chair is appointed, to whom the chair reports, how participating faculty and staff are identified, provisions for transitions in the committee, and processes for interaction with the home department.

Parent is in the Graduate

School:

Is this in the Graduate School? Yes

Parent Award

Award:

Other Award Name:

SIS Code: GCRT273

SIS Code (BS):

SIS Description: Spclst Ed Lead & Pol Anly GCrt

SIS Description (BS):

Transcript Title: Certificate of Specialist In Educational Leadership & Policy Analysis

Will this name change apply to all enrolled students in the same term (turn-key)?

Yes

Named Options:

Does the parent program offer this as an additional major as well?

Will this be offered as an additional major as well?

Explain the program's process for reviewing joint degree proposals from students.

Describe the reason for offering the program as an additional major. Include evidence of student interest and demand, how the additional major benefits the students' learning experience, and describe how the program has capacity in course offerings and advising to support the additional major.

Provide information on which degree/majors it will likely be combined with most frequently and provide evidence that such combinations will not extend student time to degree beyond the standard four academic years.

Briefly describe the process the student follows to get permissions to declare the additional major from the primary degree/major and the additional major offering unit.

Will a doctoral minor or graduate/professional certificate be required?

Describe how you will inform current students in the program about this change. Also describe your for advising future students who are interested in completing a minor or graduate/professional certificate in addition to the major requirements.

Is this a non-admitting master's degree?

Is this a non-admitting named option for a master's degree?

Suspension and Discontinuation

What is the date by which you will submit a plan to resolve the suspended status, if approved?

What is the last term that a student could declare this program? Fall 2023 (1242)

What is the last term that students may be enrolled in or complete the program? Summer 2024 (1246)

What is the timeline and advance communication plan? Communication about the suspension and discontinuation of the Specialist Certificate has been ongoing throughout the EdS proposal and approval process.

Explain the precipitating circumstances or rationale for the proposal. The Certificate of Specialist in Educational Leadership and Policy Analysis has been used as an alternative terminal degree for students who choose not to complete the requirements for the Educational Leadership and Policy Analysis Wisconsin Idea Executive Ph.D. or who initially sought out an alternative superintendent certification process separate from the PhD program. The EdS-ELPA was implemented in Fall 2023 and serves as a replacement for the Certificate of Specialist in ELPA.

What is the potential impact on enrolled students? The suspension and discontinuation of the Certificate of Specialist in Educational Leadership and Policy Analysis will have limited impact on enrolled students because students will have the option to complete the new EdS degree.

What is the potential impact on faculty and staff? All faculty and staff who previously worked with Certificate students are employees of the School of Education, and work with the EdS-ELPA degree. There will be no impact on faculty and staff.

Explain and provide evidence of efforts made to confer with and to notify faculty and staff. Faculty and staff were notified often at faculty and staff meetings and by email during the EdS proposal process.

Explain and provide evidence of efforts made to confer with and to notify current students. Current students were notified about the plan to suspend and discontinue the Certificate of Specialist during the EdS proposal process and ultimately at the time of approval of the EdS when provided with the option to switch to the new EdS. Further notification was made on the

ELFA WISC0101 and the original certificate of approval.

Explain and provide evidence of efforts made to confer with and to notify alumni and other stakeholders:  
 Alumni and other stakeholders were notified about the plan to suspend and discontinue the Certificate of Specialist during the EdS proposal process and ultimately at the time of approval of the EdS.

Teach-out plan - How will program quality be maintained during the suspended period or the teach-out period for discontinued programs?  
 The degree requirements for the Certificate of Specialist mirror the new EdS program and therefore there will be no change for students other than the final degree they receive, and some administrative differences in the admission and registration process.

Teach-out plan: A) For currently enrolled students, how will required courses, curricular elements, advising and other student services be provided?  
 All required courses, curricular elements, advising, and other students services have moved to the EdS degree and therefore will not change for enrolled students.

Teach-out plan: B) For prospective students in the admissions pipeline, how are any commitments being met or needs to notify them that their program of interest will not be available?  
 Students in the admission pipeline are being advised to apply to the Wisconsin Idea PhD which mirrors the requirements for EdS degree, and the soon to be suspended and discontinued Certificate of Specialist, with the exception of the dissertation required for the PhD compared to a specialist paper required for the Certificate of Specialist and now the EdS degree.

Teach-out plan: C) For stopped out students, what provisions are made for their re-entry? What program[s] will they be re-entered into?  
 Stopped out students that re-enter can complete the EdS degree which has the same degree requirements as the Certificate of Specialist and will provide students with a degree rather than a certificate.

Teach-out plan: D) Provide any other information relevant to teach-out planning.  
 n/a.

Roles by Responsibility: List one person for each role in the drop down list. Use the green + to create additional boxes.

Role Type	Name (Last, First)	Email	Phone	Title
Department Chair	Welton, Anjale	adwelton@wisc.edu	608/262-8402	
Faculty Director	Sramek, Barbara	bsramek@wisc.edu	608/263-9994	
Primary Contact	Smith, Shari	slsmth7@wisc.edu	608/263-2701	
Primary Dean's Office Contact	Lee, Stacey	slee3@wisc.edu	608/265-5956	

List the departments that have a vested interest in this proposal.

Departments
Curriculum and Instruction (CURR INSTR)

Are all program reviews in the home academic unit up to date? Yes

Please explain.

Are all assessment plans in the home academic unit up to date? Yes

Please explain.

Are all assessment reports in the home academic unit up to date? Yes

Please explain.

Mode of Delivery: Face-to-Face (majority face-to-face courses)

Provide information on how any lab courses required for the degree will be handled.

Will instruction take place at a location geographically separate from UW-Madison? No

Upload proposal:

Parent has outside accreditation:

Will this program have outside accreditation? No

Parent Guide Accreditation tab

Guide Accreditation tab

Will graduates of this program seek licensure or certification after graduation? Yes

Graduates of parent program seek licensure or certification after graduation.

Parent Guide Certification/Licensure tab

Guide Certification/Licensure tab

For educational administrator licensure, a practicum experience requiring 150 contact hours for an initial administrator license and an additional 75 hours for each additional administrative license.

Additional Department of Public Instruction Licensure Requirements

Completion of a state-approved educator preparation program in the licensure area.

A minimum of master's degree or the equivalent. Superintendent license requires a specialist degree or equivalent; program coordinator licenses require a bachelor's degree.

A valid or eligibility to hold a provisional educator license in teaching or pupil services. School business administrator and program coordinator licenses are waived from this requirement.

Six semesters of successful full-time classroom teaching experience, or six semesters of successful experience as a pupil services professional including 540 hours of classroom teaching experience. School business administrator and program coordinator licenses are waived from this requirement.

<https://doe.wi.gov/licensure/degrees/administrators>

Approved Shared Content from /shared/university-professional-certification-licensure-disclosure-nc-sara/

Last Approved: Apr 13, 2023 11:07am

**Professional Certification/Licensure Disclosure (NC-SARA)**

The United States Department of Education requires institutions that provide distance education to disclose information for programs leading to professional certification or licensure about whether each program meets state educational requirements for initial licensure or certification. Following is this disclosure information for this program:

The requirements of this program meet Certification/Licensure in the following states:

Wisconsin

The requirements of this program do not meet Certification/Licensure in the following states:

Not applicable

The requirements of this program have not been determined if they meet Certification/Licensure in the following states:

Alabama, Alaska, Arkansas, California, Colorado, Connecticut, Delaware, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wyoming; District of Columbia; American Samoa, Guam, Northern Mariana Islands, Puerto Rico, U.S. Virgin Islands

First term of student enrollment:

Year of three year check-in to GFEC (3 years after first student enrollment):

Year of first program review (5 years after first student enrollment):

If this proposal is approved, describe the implementation plan and timeline.

**Rationale and Justifications**

How does the named option relate to the major and to other named options in the major, if relevant?

Why is the program being proposed? What is its purpose?

How is the certificate program designed to complement the degree/major of participating students?