TO: Dr. Paul Yu, President

FROM: The Faculty Senate Meeting on March 29, 2004

RE: Certificate of Advanced Study in Educational Administration Leading to School District Leader Certification

SUBJ: Certificate of Advanced Study in Educational Administration Leading to School District Leader Certification

Signed: (Dr. Kenneth O'Brien, 2002-2004 Faculty Senate President)

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TO: The Faculty Senate

FROM: Dr. Paul Yu, College President

RE: Decision and Action Taken on Formal Resolution (circle)

I. Accepted. Effective Date: ____/____/____

a. Deferred for discussion with the Faculty Senate on ____/____/____

b. Unacceptable for the reasons contained in the attached explanation

II, III. Response to Recommendation or Other (FYI)

a. Received and acknowledged

b. Comment:

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DISTRIBUTED TO: Presidents Staff

Dean's Council

O. Originator, Academic Advisement, Registrar

Distribution Date: 4/5/04

Signed: (Dr. Paul Yu, President, SUNY College at Brockport)

Date: 4/5/04

1 of 5
DEADLINE FOR SUBMISSIONS: FEBRUARY 23 - Proposals received after 2/23 may not be reviewed until next semester.

Submit all proposals to the Faculty Senate President electronically or on a disk with a hard copy.
Please provide cover page information requested.
facprez@brockport.edu, fsenate@brockport.edu
Faculty Senate Office, 426 Allen Building

1. PROPOSAL TITLE:
CERTIFICATE OF ADVANCED STUDY (CAS) IN EDUCATIONAL ADMINISTRATION
Leading to School District Leader (SDL) Certification

2. BRIEF DESCRIPTION OF PROPOSAL:
Re-registration of program required by New York State Education Department as a result of the change in administrative certification requirements effective September 1, 2004. Our existing EDA programs meet the new requirements for the SBL and the SDBL certification; however, we were required to add a 6 credit hour course, EDA 896 Central Office Administration, to meet the new state requirements for the SDL certification. The total credit hours still remain the same.

3. SUBMISSION & REVISION DATES:
PLEASE DATE ALL UPDATED DOCUMENTS and resubmit to the Senate Office electronically prior to Senate review and vote at fsenate@brockport.edu.

4. SUBMITTED BY: (contact person)
Name: Dr. Sandra L. Graczyk, Professor and Chair
Department: Educational Administration
Phone: 395-5802
Email: SLGRACZYK@AOL.COM

5. COMMITTEES TO COPY: (Senate office use only)

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*(ROUTING NUMBER WILL BE A CHRONOLOGICAL NUMBER SEQUENCE FOLLOWED BY COMMITTEE INITIALS)*
DEPARTMENT OF EDUCATIONAL ADMINISTRATION
PROPOSAL SUMMARY

Certificate of Advanced Studies in Educational Administration
Leading to School District Leader (SDL) Certification

1. OLD PROGRAM:
   EDA 600 Foundations of Educational Leadership 6 cr.
   EDA 653 Site Management 3 cr.
   EDA 678 Models of Effective Supervision 3 cr.
   EDA 694 Resource Management 3 cr.
   EDA 830 Program Management & Instructional Leadership 3 cr.
   EDA 871 Legal Basis of Education 3 cr.
   EDA 885 Practicum in Educational Leadership 3 cr.
   EDA 888 Administrative Internship 6 cr.
   Two EDA electives 6 cr.
   Transfer credit from previously earned master’s degree 24 cr.
   TOTAL CREDITS 60 cr.

2. NEW PROGRAM:
   EDA 600 Foundations of Educational Leadership 6 cr.
   EDA 678 Models of Effective Supervision 3 cr.
   EDA 694 Resource Management 3 cr.
   EDA 830 Program Management & Instructional Leadership 3 cr.
   EDA 871 Legal Basis of Education 3 cr.
   EDA 885 Practicum in Educational Leadership 3 cr.
   EDA 888 Administrative Internship 6 cr.
   EDA 896 Central Office Administration 6 cr.
   One EDA elective 3 cr.
   Transfer credit from previously earned master’s degree 24 cr.
   TOTAL CREDITS 60 cr.

3. SUMMARY OF CHANGES:
   EDA 896 Central Office Administration (6 cr.) was added to the program. EDA 653 Site Management and one EDA elective (3 cr.) were deleted from the program. The total number of credits for the program remain the same.

4. COURSE DESCRIPTION:
   EDA 896 Central Office Administration is a six credit hour course combining direct instruction and field experiences in central office responsibilities. The course is designed to complete the preparation of a candidate for serving as a central office administrator, as in the positions of superintendent, assistant superintendent of instruction, or director of special education. It builds heavily upon the competencies acquired during School Building Leadership preparation and provides a grounding in the more global role of district-wide responsibilities. The course includes five Saturdays (9:00 AM – 4:30 PM) of instruction distributed throughout the semester (the Department’s normal instructional delivery method) and also requires a set of field experiences under the guidance of a college professor and a central office mentor.

5. REASON FOR CHANGE:
The New York State Education Department (SED) has promulgated new regulations for administrative certifications, effective September 1, 2004. These new regulations require all educational administration programs in the state to re-register their programs with SED.

There are three different administrative certifications: SBL (School Building Leader Certification for assistant principals and principals), SDBL (School District Business Leader Certification for school business administrators and assistant superintendents of finance), and SDL (School District Leader Certification for central office administrators, including the superintendent). Our existing EDA programs meet the new requirements for the SBL and the SDBL certifications; however, we were required to add a 6 credit hour course, EDA 896 Central Office Administration, to meet the new state requirements for the SDL certification. This is shown in the chart above.

6. **RESOURCES**
   
   No new resources will be needed to implement this change. Also, no new faculty will be required; current full-time faculty members will be teaching EDA 896.
March 5, 2004

TO: Faculty Senate

FR: Christine E. Murray, Dean
School of Professions

RE: Education Administration Program Re-registration

I am in support of the proposed changes needed for the CAS in Educational Administration leading to the new School District Leader Certification. These changes are required as a result of the new State Education Department regulations for educational leadership certifications.

The programs leading to the new certificate titles, School Building Leader and School District Business Leader, do not require any revisions. Even though the School Building Leader and School District Business Leader remain unchanged, the State Education Department is requiring re-registration of all three programs, hence your receipt of all three notebooks.

Thank you for your prompt attention to this program revision proposal.

slm