



The University of Georgia

University Council
Athens, Georgia 30602

November 21, 2008

UNIVERSITY CURRICULUM COMMITTEE – 2008-2009

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Undergraduate Student Representative – Ms. Jamie Beggerly

Graduate Student Representative – Ms. Amrita Veliyath

Dear Colleagues:

The attached proposal to offer the major in Higher Education (Ed.D.) at the Terry College Executive Education Center will be an agenda item for the December 5, 2008, Full University Curriculum Committee meeting.

Sincerely,

Mr. David E. Shipley, Chair
University Curriculum Committee

cc: Dr. Arnett C. Mace, Jr.
Professor Jere W. Morehead



The University of Georgia

Institute of Higher Education

September 15, 2008

Dr. Arnett C. Mace Jr.
Senior Vice President for Academic Affairs
and Provost
203 Administrative Building
Campus

Dear Provost Mace:

For over 40 years the Institute of Higher Education has offered an Ed.D. in higher education administration on the campus of the University of Georgia. The attached proposal, for an external degree, requests permission to offer our current Ed.D. program in Atlanta at the Terry College Executive Education Center. We propose the change in location to meet the high demand in the Atlanta metropolitan area for our program, which is the only one of its type in the University System of Georgia. We also anticipate that the proximity to the Atlanta airport will open a national market for the program. We will continue to offer the Ph.D. in higher education in Athens only.

The proposed program is designed using our currently approved courses and is essentially our approved Ed.D. offered in a different location. One program feature, not described in the attachment, is our plan to ask an upper-level administrator to serve as a discussant in each course, along with the regularly assigned Institute faculty member, who will have full responsibility for the course. We think this feature will provide additional depth to discussions and will distinguish the "Georgia program" from other concentrated programs of this type in neighboring states. The program format will be primarily face-to-face instruction, supplemented by video-conferencing, which will allow us to bring experts from Athens and around the world into our classrooms as guest lecturers and discussants. Thank you for your support in making this possible.

Please let me know if you have any questions.

Sincerely,

Libby V. Morris, Ph.D.
Professor and Director

Appendix A: Proposal for an External Degree The University of Georgia

Institution: University of Georgia

Date: September 8, 2008

College/School/Division: Institute of Higher Education

Department: Institute of Higher Education

Degree (please indicate whether this is a stand-alone degree): Ed.D. (stand-alone degree)

Major: Higher Education

CIP Code: 13.0406

Proposed Start Date: Summer 2009

The Institute of Higher Education has offered an Ed.D. in higher education for over thirty years. This proposal seeks to offer the Ed.D. in Atlanta in order to serve a larger number of non-traditional students.

- 1. Assessment.** The need for the proposed program is based on three factors: (1) the Institute offers the only doctoral program in higher education administration in the University System, and this program will not duplicate programs elsewhere. Recently, the Institute discontinued admissions to its residential Ed.D. program in order to focus on our residential Ph.D. program; (2) the Institute of Higher Education receives regular inquiries from students interested in an Ed.D. program, especially one offered in a more central location ; (3) a 2007 statewide survey conducted by the USG office of Academic Planning and Programs yielded 1093 respondents, with 500 respondents (50%) stating that they would like to enroll in a doctoral program in higher education. Most of these respondents stated a preference for having a program convenient to Atlanta. The Institute anticipates admission into the class of 15 students selected every other year to be quite competitive. A similar program at the University of Alabama has attracted large numbers of applicants and enrollments, as has the first and leading such program at the University of Pennsylvania.
- 2. Admission Requirements.** Paralleling our traditional Ph.D. program, we will require that applicants submit a personal statement, writing sample, 3 letters of reference, and the GRE. The program is directed at senior managers in higher education, so the Institute faculty will emphasize in the admission process that applicants should hold positions equivalent to that of vice president, dean, or director.
- 3. Program Content.** The program will be built from existing EDHI courses, specifically those oriented toward management in higher education. Due to the cohort format, the proposed program will be constructed around required, and few elective, courses. The proposed program will have the same number of contact hours (52) as our current Ed.D. program and will be offered over 6 semesters (see attachment). There is no duplication of this program in the immediate area.

- 4. Student Advising.** At matriculation, the faculty director will match each student with a faculty advisor from our regular graduate faculty members. Subsequently, the faculty director will assist each student in selecting a major professor and arranging his or her dissertation committee.
- 5. Resident Requirements.** Resident requirements will be the same for on-campus and off-campus programs. Similar to our regular Ph.D. program and doctoral education generally, the program will be conducted face-to-face, seminar style. Class meetings will occur in Athens for a week once per semester, and at the UGA facility in the Buckhead section of Atlanta three or four times per semester for three days. Between monthly sessions, students will participate in discussions using distance technology.
- 6. Program Management.** A tenured member of the Institute faculty will serve as a program director for each two-year cycle of the program. In addition, the entire graduate faculty of the Institute will convene each semester to review the program, including the progress of the students within it. The faculty will pay particular attention to the coherence and relevance of the curriculum, making adjustments as needed. The Institute will assign a staff member to devote his or her full attention to the program, with the following operational responsibilities: (1) directing the recruitment of students and coordinating the consideration by the IHE faculty for their admission; (2) having responsibility for all student services, including enrollment and financial aid; (3) assisting faculty with the preparation of their modules, working with the faculty director to ensure consistency and continuity between and among them; (4) coordinating the logistics for the program, including hotel, food, faculty travel, meeting space, etc.; (5) meeting with students regularly both in person when they are resident in Athens and online and addressing their routine academic questions; and (6) coordinating the distance education component of the program, both in terms of technology and substance. Admissions will occur by March 1 every other year, with the program beginning in June. Every second year, the Institute will arrange for a full external review of the program, making needed adjustments to it in anticipation of the next entering class. The current graduate coordinator will serve as the graduate coordinator for this program, as will the graduate program assistant.

Faculty

Courses will be taught by the Institute's graduate faculty members and selected adjuncts, as approved by UGA and the Graduate School. During the academic year, the faculty members will teach in this program within load. In addition to a regular IHE faculty member, each semester an upper level administrator will be asked to participate as a "visiting" scholar and discussant. The discussant will be selected based on faculty recommendations and the topics (courses) for the term. Additionally, each student will be asked to identify a mentor on his/her home campus or place of employment (e.g., educational agency). Mentors will be given complete information about the program and asked to participate, if possible, in one of the sessions each year.

- 7. Library Resources.** Students will have full access, including electronically, to the UGA Libraries, equivalent to students in all IHE programs.

- 8. Budget.** The program will be launched using existing resources, and additional costs (e.g., facility rental) will be recouped by the Institute when the program convenes. Upon launch of the program in summer 2009, overall program costs will be recouped through a program fee assessed to each student in addition to the regular UGA graduate student tuition. The Institute is not requesting additional faculty positions associated with the program. The program administrator described above will also be paid from the program budget. The program fee will also cover: (1) program related expenses for students, including room, food, books and materials (with students responsible for their own expenses related to travel to Atlanta or Athens); (2) expenses related to program administration, including rental of the UGA Buckhead facility and faculty and administrator travel and related expenses to program sites; (3) compensating any visiting or adjunct faculty; (4) marketing the program across the state and elsewhere. Regular IHE faculty would teach in the program within their regular load.
- 9. Program Costs.** The estimated combined tuition and program fee for the program over six semesters would be approximately \$60,000. The USG tuition assistance program covers the “system-approved normal tuition” for up to eight credits a semester, with the student responsible for the amount in excess. The program fee covers tuition, course materials, textbooks, hotel accommodations and food, and parking during the six semester program at both sites--Atlanta and Athens. The total program fee is \$10,000 per student per semester for each of six-semesters of course work. The program fee does not cover travel to the meeting sites. Tuition remission is estimated to cover approximately one-quarter of the fee (\$2,500) for qualified USG employees and other qualified applicants. The total annual budget is estimated at \$337,500 (\$7,500 x 3 semesters x 15 member cohort).

Program Expenses:

Student Housing, food, books,	147,750
Facility Rental	20,000
Program Administration and Personnel (includes visiting faculty expenses, faculty coordinator, staff with benefits)	122,000
Graduate Assistants (n=2)	42,350
Marketing	5,400
TOTAL:	\$337,500

- 10. Accreditation.** The program would not be accredited separately and would be included within various existing UGA accreditation.

**Institute of Higher Education, Ed.D. Program of Study
(October 2008)**

Core Courses (24 hours, 8 courses required)

EDHI 8010	Higher Education in the U.S. (3)
EDHI 8300	The Law and Higher Education (3)
EDHI 8400	Finance of Higher Education (3)
EDHI 8700	State Systems of Higher Education (3)
EDHI 9010	Academic Programs in Higher Education (3)
EDHI 9210	Strategy and Management in Higher Education
EDHI 9050	Organization and Governance in Higher Education (3)
EDHI 9500	Policy Studies (Federal) in Higher Education (3)

IHE Research (12 hours, 4 courses required)

EDHI 8990	Introduction to Research on Higher Education (3)*
EDHI 8910	Quantitative Methods in Higher Education I (3)
EDHI 8200	Institutional Research (3)
QUAL 8530	Case Study Research (3)
EDHI 8600	Assessment in Higher Education (3)

Other research courses based on student research interests and needs

Supervised Readings and Electives (7-8 hours, 2-3 courses required)

EDHI 9630	Critique of Educational Leadership in Higher Education (2-6 hours, up to 9 maximum)
EDHI 8500	Outreach and Public Service in the University (3)
EDHI 9020	Critical Issues in Higher Education (3 hours, up to 9 maximum)
EDHI 9040	Using Technology in the Classroom Education (3)
EDHI 9400	Comparative Higher Education (3)

Other based on student expertise and interests

Doctoral Dissertation (8 hours minimum)

EDHI 9000	Doctoral Research (1-9 hours variable)
EDHI 9300	Doctoral Dissertation (1-9 hours variable)

TOTAL: 52 Semester Hours

*in CAPA for change from 2 to 3