



The University of Georgia

Office of the President

February 27, 2009

Erroll B. Davis, Jr., Chancellor
Board of Regents of the University System of Georgia
270 Washington Street, S.W.
Atlanta, Georgia 30334

Dear Chancellor Davis:

Attached for consideration by the Board of Regents is a proposal from the College of Education to offer the existing major in Higher Education under the Doctor of Education (Ed.D.) in the Atlanta area. Establishing this external degree at the University of Georgia can be accommodated within funds presently anticipated and available.

Sincerely,

Michael F. Adams
President

MFA/mab

Enclosure

Cc: Dr. Marci Middleton
Dr. Arnett C. Mace, Jr.
Professor Jere W. Morehead
Dr. Libby V. Morris

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: January 2010

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 the Atlanta area to make it more accessible to a larger audience of higher education administrators. The program will be cohort-based and will be offered in a concentrated weekend and week-long format to accommodate part-time 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 an Atlanta-based program will be more accessible to the large number of college and university administrators in that region. Recently, the Institute discontinued admissions to its residential Ed.D. program in order to focus on its research-based Ph.D. program; (2) the Institute of Higher Education receives regular inquiries from prospective students interested in a practitioner-focused 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 completed surveys, in which 500 respondents (approximately 50%) stated that they would like to enroll in a doctoral program in higher education. Overwhelmingly, the respondents stated a preference for enrollment in a program convenient to the Atlanta area. 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 their GRE scores. 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 primarily constructed around required courses. The proposed program will have the same number of contact hours as our current Ed.D. program and will be offered over 6 semesters (see attachment). This program will not duplicate any other in the University System.
- 4. Student Advising.** At matriculation, the program director (an Institute faculty member) will match each student with a faculty advisor from our regular graduate faculty members. Subsequently, the program 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 one of the UGA facilities in the Atlanta area (or at another conference site) 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 courses and materials, as needed, to ensure consistency and continuity across the program;; (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. Every two years, the Institute will arrange for a full external review of the program, making needed adjustments 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 their assigned teaching load. In addition to an 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.
8. **Budget.** The program will be launched using existing resources, and additional costs will be recouped by the Institute when the program convenes. Overall program costs will be recouped through a program fee charged to each student in addition to the required 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 the meeting site); (2) expenses related to program administration, including rental of the meeting facility, faculty and administrator travel, and related expenses at the program site; (3) compensation for visiting or adjunct faculty; (4) marketing the program across the state and elsewhere. IHE faculty will teach in the program within their assigned teaching load.
9. **Program Costs.** The total program cost (tuition and program fee) is estimated at \$56,000 for in-state students and \$82,000 for out-of-state students. The program costs cover UGA graduate tuition and fees, course materials, textbooks, hotel accommodations and food, facility rental, and parking during the six-semester program at both sites—Atlanta area and Athens. The program fee does not cover student travel to the meeting sites. The total annual budget is estimated at \$323,500 based on a 15-member cohort.

Program Expenses:

Student Housing, food, books, course materials	139,750
Facility Rental	20,000
Program Administration and Personnel	116,000
(includes visiting faculty expenses, faculty director, staff with benefits)	
Graduate Assistants (n=2)	42,350
Marketing	<u>5,400</u>
TOTAL:	\$323,500

10. **Accreditation.** This program does not require specialized accreditation and would be included under existing UGA accreditation.