APPROVAL FORM FOR

DEGREE PROGRAMS

MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the degree program change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted to UCCC Mail Stop 9702 (281 Garner Hall), Phone: 325-9410.

College: Education **Department: Educational Leadership**

Contact Person: Stephanie King Mail Stop: 9698 E-mail: sbk2@msstate.edu
Nature of Change: Program modification Date Initiated: 11.18.22 Effective Date: Sum 2023

Current Degree Program Name: Master of Science

Major: Workforce Education Leadership **Concentration: None**

New Degree Program Name: No change

Major: No change **Concentration: No change**

Summary of Proposed Changes: Remove EDF 8363 Functions and Methods of Research and two TECH electives and replace with new courses focused specifically on community colleges: CCL 8253 Community College Research Methods, CCL 8163 Organization and Administration in Postsecondary Institutions, and CCL 8183 Diversity within the Community College.

Approved: **Date:**

Stephanie B. King Digitally signed by Stephanie B. King
Date: 2022.11.03 13:20:38 -05'00'

Department Head

11/17/2022

Director of Academic Quality

JohnEric W. Smith, PhD Digitally signed by JohnEric W. Smith, PhD
Date: 2022.12.19 14:03:57 -06'00'

Chair, College or School Curriculum Committee

Kimberly R. Hall Digitally signed by Kimberly R. Hall
Date: 2022.12.19 16:28:05 -06'00'

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council(if applicable)

Chair, Deans Council

Master of Science in Workforce Education Leadership Program Modification

1. CATALOG DESCRIPTION: The Master of Science in Workforce Education Leadership is a distance learning program designed to prepare professionals for employment in workforce education in post-secondary educational institutions and social services entities, advancing the knowledge base of workforce preparation, workforce development education, and professional development. The program is offered through the Center for Distance Education and is completely online.

2. CURRICULUM OUTLINE

CURRENT Degree Description		PROPOSED Degree Description	
Degree: MS Major: Workforce Education Leadership Concentration: N/A		Degree: MS Major: Workforce Education Leadership Concentration: N/A	
The Master of Science in Workforce Education Leadership is a distance learning program designed to prepare professionals for employment in workforce education in post-secondary educational institutions and social services entities, advancing the knowledge base of workforce preparation, workforce development education, and professional development. The program is offered through the Center for Distance Education and is completely online.		The Master of Science in Workforce Education Leadership is a distance learning program designed to prepare professionals for employment in workforce education in post-secondary educational institutions and social services entities, advancing the knowledge base of workforce preparation, workforce development education, and professional development. The program is offered through the Center for Distance Education and is completely online.	
No concentration		No concentration	
CURRENT CURRICULUM OUTLINE	Required Hours	**PROPOSED CURRICULUM OUTLINE**	Required Hours
CCL 8113 CC History/Philosophy CCL 8343 Community Dev and Resources CCL 8133 Leadership Theory Pract in CC CCL 8153 Human Resources Admin CCL 8143 Program Plan Development *EDF 8363 Function Methods Research Ed* CCL 8173 CC Teaching and Learning CCL 8193 Issues in CC and Work Lead	24	CCL 8113 CC History/Philosophy CCL 8133 Leadership Theory Pract in CC CCL 8143 Program Plan Development CCL 8153 Human Resources Admin **CCL 8163 Organization and Administration in Postsecondary Institutions** CCL 8173 CC Teaching and Learning **CCL 8183 Diversity within the Community College** CCL 8193 Issues in CC and Work Lead **CCL 8253 Community College Research Methods** CCL 8343 Community Dev and Resources	30
Any two TECH courses at the 6000 level or above.	6		0
Total Hours	30	Total Hours	30

3. JUSTIFICATION AND STUDENT LEARNING OUTCOMES

The changes are being proposed to ensure that students in the program are taking courses that more thoroughly prepare them for careers in workforce education leadership. The new research course will focus specifically on community college literature and research methods, and the other two new courses will allow the program to remove the electives from another department and provide content specific to the field. Students will benefit by studying content that is timely (i.e., organization and administration of postsecondary institutions and issues they face; diversity in postsecondary institutions and in the workplace) and needed for success in their careers. The changes strengthen the program by filling in gaps in knowledge and skills that graduates may have without these changes.

The learning outcomes of the program will not be modified.

1. Students will demonstrate content knowledge and skill in community college education.
2. Students will demonstrate professional knowledge and skill in workforce leadership.
3. Students will demonstrate professional content and skill in educational foundations and educational research.

This is a distance learning degree, and the target audience includes professionals who are seeking to advance in the workplace as well as to enter the field of workforce development. Only distance students are allowed to enroll in the program.

The degree program is modified with changes to three or more courses, so the faculty in the program have performed a review and assessment of the degree program to include the following:
1. Comparison with leading academic programs in the discipline – These included Pennsylvania State University, Southern Illinois University, Valdosta State University, and Western Michigan University. There are courses offered in these programs that faculty feel are important for our students' success as well, and added courses reflect this.
2. Graduate assessment and feedback on their preparedness for employment – The College conducts a survey of graduates. In 2020-21, on the statement, "Acquired technical and research skills necessary for success," 8% were neutral and 40% rated the statement 4 out of 5. On the statement, "Opportunity for personal development of multicultural and global perspectives," 8% were neutral and 48% rated the statement 4 out of 5. On the statement, "Enhanced appreciation for cultural diversity," 8% were neutral and 36% rated the statement 4 out of 5. (On each, the remaining students rated the corresponding statement 5 out of 5.) While these results are positive, the faculty feel there is room for improvement.

Questions:
1. Will this program change meet local, state, regional, and national educational and cultural needs? If so, please describe. Yes. This program affects not only the MSU students completing the program but also the community college students and industry partners they may work with in the future. Teaching courses related to research, organizational theory, and diversity that are tied directly to community colleges better prepares graduates to respond to the needs of community college students as well as their institutions and their communities. They will know current issues in the community college field (e.g., adult learners, workforce development issues) and understand how to find current information (e.g., appropriate journals, websites) in the future when they are in the profession. When they are more aware of these issues, they can be better prepared to deal with them in their work.
2. Will this program change result in duplication in the System? If so, please describe. No

3. Will this program change/advance student diversity within the discipline? If so, please describe. No
4. Will this program change result in an increase in the potential placement of graduates in MS, the Southeast, and the U.S.? If so, please describe. Yes. This change better prepares graduates to work in this field. Graduates of programs will have additional knowledge of community colleges and the students and industries they serve. Having the skills to find and analyze research related to community colleges, understanding the organizational structure of higher education institutions including community colleges, and exploring issues related to diversity in community colleges should make graduates better able to find employment in community colleges because they will be greater assets to their institutions.
5. Will this program change result in an increase in the potential salaries of graduates in MS, the Southeast, and the U.S.? If so, please describe. No

4. SUPPORT

A letter of support with signatures of the program faculty is included.

Anticipated changes in support include faculty to teach the new courses, and a new Assistant Teaching Professor was recently hired who can teach these courses (or other courses in the program, allowing current faculty to teach these new courses). Since the program is online, other additional support is not anticipated.

5. PROPOSED 4-LETTER ABBREVIATION – no change

6. EFFECTIVE DATE – summer 2023

Course List

CCL 8113 Community College History/Philosophy. Three hours lecture. Objectives of the community college, philosophical/historical bases, changing roles, issues in higher education/workforce development/economic industry

CCL 8133 Leadership Theory and Practice in the Community College. Three hours lecture. In-depth analysis of leadership theory and practice in the community college environment, including an overview of leadership, approaches, theories, and ethics

CCL 8143 Program Planning and Development. Three hours lecture. In-depth analysis of workforce education including the mission, the knowledge base, planning and developing programs, and delivering programs

CCL 8153 Human Resources Administration. Three hours lecture. Examines the role of the human resources administrator on workforce education leadership; key administrative functions, workforce development, benefits and compensation, and employee relations are analyzed

CCL 8163 Organization and Administration in Postsecondary Institutions. Three hours lecture. Organization of postsecondary institutions and their culture and climate; constituencies; and administration, including consideration of current events affecting institutions, the challenges they present, and possible solutions

CCL 8173 Community College Teaching and Learning. Three hours lecture. Comprehensive preparation for teaching at the community college: teaching strategies centered on outcomes and experiential learning, assessment of learning, and job-related responsibilities

CCL 8183 Diversity within the Community College. Three hours lecture. Diversity within the community college setting with foci on creating a diverse and inclusive organizational culture, diversity and cultural competencies, equitable educational experiences, and the influence of diversity within schools. Current trends and theories are addressed

CCL 8193 Issues in CC and Work Lead. Three hours lecture. A study of the current issues in community college leadership and workforce education. Designed for students in the community college leadership program

CCL 8253 Community College Research Methods. Three hours lecture. Analysis of the research process to include literature review, developing research questions, collecting and analyzing data, and reporting results, with an emphasis on research in community colleges. Includes both qualitative and quantitative research designs

CCL 8343 Community Dev and Resources. Three hours lecture. In-depth analysis of community environment in which community colleges serve, including strategic planning, asset mapping, project development, resources and grant writing, and project evaluation

EDF 8363 Function Methods Research Ed. Three hours lecture. The function of research in the development and conduct of the educational program; research methods and techniques in education and the contributions of research to public education; rules and principles governing evidence and conclusions

November 3, 2022

TO: Box Council and UCCC Committee Members

FROM: Stephanie King

RE: Support of MS in Workforce Education Leadership Program Modification and new courses CCL 8253, CCL 8163, and CCL 8183

This letter of support is offered by the Community College Leadership faculty for the proposed program modification of the MS in Workforce Education Leadership and the course addition CCL 8253 Community College Research Methods, CCL 8163 Organization and Administration in Postsecondary Institutions, and CCL 8183 Diversity within the Community College.

As indicated by the signatures below, a majority of the program area faculty have approved the proposal as written for submission to the Box Council and the UCCC.

Program Area Faculty

Stephanie B. King Digitally signed by Stephanie B. King Date: 2022.11.03 12:33:47 -05'00'

Stephanie King Date

Katie Oswalt 11/4/22

Katie Oswalt Date

Linda Coats 11.4.2022

Linda Coats Date

Carol Cutler White Digitally signed by Carol Cutler White Date: 2022.11.05 07:58:59 -05'00'

Carol White Date