

March 2016

Master of Science

**Educational
Leadership**

Master of Science in Educational Leadership

Kansas State University
College of Education
Department of Educational Leadership

Preparing Knowledgeable, Caring, and Ethical Educational Leaders for a Diverse Society

MISSION STATEMENT

The Department of Educational Leadership is committed to serving the rapidly changing needs of educational leaders through:

- Undergraduate, masters, and doctoral-level education
- The translation of research into practice
- The production and dissemination of professional education scholarship
- The analysis and interpretation of educational policy and practice
- The provision of professional development services to school-related personnel
- Explicating and fostering the evolution of administration to new models of leadership for learning

The faculty provide instruction, consultation, and scholarship which focuses on defining and resolving problems of professional practice in a diverse and pluralistic society. They promote ethical decision making, use methodologies which concentrate on quality, are student- and client-centered, incorporate emerging technologies and alternative delivery mechanisms, utilize authentic assessment, and emphasize the educational value of clinical experience. The faculty engages in a range and intensity of leadership activities which brings attention at the state, national, and international levels of their skills. They inform the profession and interpret the integrated nature of the modern curriculum and organizations dealing with schooling and the social-political environments which they mirror.

GOAL STATEMENTS

Our primary goal is to prepare educational leaders to acquire knowledge, establish beliefs, and develop skills in the following areas. Specifically, we believe that an educational leader promotes the success of all students through the actions listed under each category.

- Vision for Learning
Facilitating the development, articulation, implementation, and stewardship of a Vision for learning that is shared and supported by the school community.

- Culture for Learning
Advocating, nurturing, and sustaining a school culture and instructional program conducive to student learning and staff professional growth.
- Management for Learning
Ensuring management of the organization, operations, and resources for a safe, efficient, and effective learning environment.
- Community for Learning
Collaborating with families and community members, responding to diverse community interests and needs, and mobilizing community resources.
- Ethics for Learning
Acting with integrity, fairness, and in an ethical manner.
- Context for Learning
Understanding, responding to, and influencing the larger political, social, economic, legal, and cultural context.
- Internship for Learning
Synthesizing and applying knowledge, beliefs, and skills of educational leadership in real settings, planned and guided cooperatively by the institution and school district personnel.

ADMISSION REQUIREMENTS

Admission to graduate study is granted by the Dean of the Graduate School upon recommendation of the faculty in the graduate program. Applicants seeking admission to this master's degree program must submit the information noted below. Before starting the online application, gather all information and documents for all of the following admission requirements so that they can be entered into the application. *All materials must be received before review will begin.*

A. A Completed Online Graduate School Application.

Go to the Graduate School home page <http://www.k-state.edu/grad/> and click on "Apply Now." Follow the prompts for completing the process.

Application Deadlines.

U.S. Citizens and Permanent Residents: Applications are accepted throughout the year.

International Students: The online application, application fee, test scores, transcripts, financial documents, and all required application materials need to be submitted by the following dates:

- **January 1** for fall (August) enrollment
- **August 1** for spring (January) enrollment
- **December 1** for summer (June) enrollment

B. Graduate School Application Fee.

Domestic Students—An application fee is required for all domestic students; *your application will not be processed without this fee.* The fee can be paid by credit card when completing the online application.

International Students—An application fee is required; *your application will not be processed without this fee.* The fee can be paid by credit card when completing the online application.

C. OFFICIAL transcripts.

You must upload into the online application a scanned copy (PDF preferred) of the official transcript(s) from each college or university where you received your bachelor's degree(s) and completed any post baccalaureate course work or degrees. Transcripts become part of your records at Kansas State University and cannot be returned. Please be aware that printouts from university student portals are not considered a copy of your official transcript.

If you are admitted, you will be required to submit an official transcript for GPA and degree conferral verification from the institution(s) where you received your degree(s) and completed any post-baccalaureate credits.

Students whose transcripts are not in English must furnish a translation by an appropriate authority. Failure to list any colleges or universities attended may result in dismissal from the university.

D. Statement of Goals and Professional Experience.

You must upload into the online application a 1-2 page statement that includes the following information:

- Career and professional goals and aspirations, and how being accepted to the program will benefit the goals and aspirations
- Past and present employment within education or related fields
- Future professional plans
- If you have a request for a certain advisor, indicate that preference in the statement of goals and professional experience.

E. Letters of Recommendation and Evidence of Successful Teaching.

Two letters of recommendation are needed from college or university educators and/or colleagues or supervisors who are qualified to address your professional skills and your potential for success in the graduate program. Enter the names and email addresses of the recommenders into the appropriate area in the online application. Applicants not possessing teacher education background should contact the department to determine alternative criteria.

F. A Completed Self-Survey for the M.S. Admission Standards Form.

Applicants must complete the “Self-Survey for the M.S. Admission Standards” form. This is a self-assessment by applicants of their standing in relation to selected admission criteria. The form is available as part of the CollegeNet application process.

G. English Language Proficiency.

To demonstrate competence in the English language, an official report of scores on the Test of English as a Foreign Language (TOEFL), International English Language Testing System - academic exam (IELTS) or Pearson Test of English (PTE) must be sent to Kansas State University for all applicants whose primary language is not English. Enter your scores in the online application and upload the report of your scores.

Learn more about English proficiency requirements at:

<http://www.k-state.edu/grad/admissions/application-process/international/>

INTERNATIONAL APPLICANTS

International applicants must meet the same academic standards for admission as those required of domestic students. When applying for admission, international applicants must provide an **Affidavit of Financial Support** and documentation of **English language proficiency**. Detailed information about these issues is provided at the following website:

<http://www.k-state.edu/grad/admissions/application-process/international/>

THE REVIEW PROCESS

These are the steps in the application and review process:

- First, the applicant completes the online graduate application. This includes paying the application fee and uploading all additional documentation that is required.
- Second, once the online application has been completed and all needed additional documentation has been provided, the graduate program to which the student is applying will review the application and make an admission recommendation to the Graduate School.
- Third, the Graduate School reviews the application and the recommendation from the department. The Graduate School then sends an official decision letter to the applicant.

ADDITIONAL INFORMATION

Department Information. For more information, contact:

Department of Educational Leadership

College of Education

363 Bluemont Hall

1100 Mid-Campus Drive

Kansas State University

Manhattan, KS 66506-5312

785-532-5535

foxksu@ksu.edu

Non-degree Status. In some cases, a student may wish to take a course(s) prior to being admitted into a degree program. In these cases, a person must be admitted as a non-degree student. No more than nine credit hours earned as a non-degree student may be applied toward an advanced degree. However, *successful completion of any hours taken as a non-degree student does not guarantee*

admission into the program. Non-degree students are *not* eligible for financial assistance. A faculty advisor is *not* assigned to non-degree students.

Financial Aid. Questions about financial assistance should be directed to the Office of Student Financial Assistance, 104 Fairchild Hall, Manhattan, KS 66506, 785-532-6420, finaid@k-state.edu For information regarding financial aid, you may go to www.k-state.edu/sfa

Graduate Assistantships. A limited number of graduate assistantships are available in the College of Education. Go to <http://coe.k-state.edu/grad/assistantships.html> for detailed information and application procedures. It is helpful to talk with the appropriate department chair as early as possible to learn of assistantships available in the department.

Graduate Handbook. Once admitted, students should become familiar with the Graduate Handbook at <http://www.k-state.edu/grad/graduate-handbook/> This handbook includes policies and procedures about advising, the program of study, enrollment, transfer credits, the final oral/written exam, required approval forms, and other aspects of the graduate program.

Advisor and Program of Study. Once admitted to the program, an advisor is assigned. The advisor assists the student in developing the program of courses the student will take to earn the master's degree. A program of study listing the courses the student intends to take is submitted to the Graduate School upon completion of nine hours (part-time students) or during the second semester (full-time students).

BUILDING LEADERSHIP LICENSE

This 36-hour M.S. in Educational Leadership is designed to meet coursework requirements for the Kansas Building Leadership initial license. Upon completion of these requirements and the state licensure exam, a KSDE application must be completed. Students who do not seek the building leadership license may complete the master's degree in 30 credit hours as described in the program requirements section of this booklet.

Students who want to apply for this license should contact the College of Education licensure officer—Di Murphy at dim@ksu.edu or 785-532-5524. Go to the following College of Education website for licensing information: <http://coe.k-state.edu/csps/licensure/> After completing the coursework, applicants for the license must also meet the following additional KSDE requirements:

1. Take the Praxis exam for the School Leaders Licensure Assessment (i.e., Building Leadership) Go to: <http://www.ets.org/praxis/ks/requirements>. To have your score sent to Kansas State University, enter code # **6334** when registering for this assessment.
2. Hold a master's degree. (It is permitted, but not necessary, to include the required courses as part of the master's degree.)
3. Have a 3.25 grade point average in graduate coursework.
4. Have a minimum of three years accredited teaching experience under a valid professional teaching license.
5. Have recent teaching experience or coursework (i.e., at least one year of teaching or 8 credit hours within the last six years).

Program Requirements for the Master of Science Degree in Educational Leadership

30-36 credit hours

The Master of Science degree in Educational Leadership is normally a 36-credit hour professional degree program, designed primarily to satisfy P-12 building leadership license requirements. Students who desire a Kansas building-level (principal) license should select this degree program. Additionally, students who intend to assume other significant leadership roles in P-12 school settings, apart from professional leadership licensure, should consider this degree.

Other education professionals may also wish to obtain this degree, but with the intent to apply it in settings where professional licensure is not required. For students not seeking building leadership licensure, a program of study shall consist of a minimum of 30 credit hours as prescribed by the supervisory committee.

For Kansas building-level leadership initial license aspirants, this program is comprised of the following course sequence. All courses are three credit hours unless otherwise noted. All courses in this list are required for those seeking the building-level license.

A. Leadership Core (9 credits)

EDLEA	801	Ethical Dimensions of Educational Leadership
EDLEA	810	Historical and Philosophical Analysis of Leadership in Education
EDLEA	836	School-Community Relations

B. Student Learning Needs (6 credits)

(1)	EDSP	833	Administration of Special Education Programs <u>or</u>
	EDSP	886	Seminar in Special Education
(2)	EDCEP	715	Principles of Assessment <u>or</u>
	EDCEP	816	Research Methods <u>or</u>
	EDLEA	886	Seminar in Research for School Leaders

C. Leadership Operations (21 credits)

EDLEA	819	Introduction to Education Finance
EDLEA	831	Education Law
EDLEA	835	The Principalship (2 credits)
EDLEA	855	Administrative Leadership in Curriculum
EDLEA	865	Administrative Leadership in Staff Development
EDLEA	885	Technology Leadership for Administrators
EDLEA	889	Practicum in Educational Leadership (1 credit)
EDLEA	910	Educational Human Resource Administration

Faculty Members in Educational Leadership

For more information on this program, contact any of the following faculty members. The area code is (785-) unless otherwise shown.

Faculty Member	Phone Number	Research and Teaching Interests
Dr. Mary Devin Professor <i>mdevin@ksu.edu</i>	532-5535	Superintendency, community relations, curriculum, leadership, internships, school district partnerships/academies
Dr. Rick Doll Associate Professor	532-5535	Executive Director, Kansas Educational Leadership Institute, school district partnerships/academies
Dr. Robert Hachiya Assistant Professor <i>rhachiya@ksu.edu</i>	580-7812	School law, school reform, student/educator rights, school district partnerships/academies
Dr. Jessica Holloway-Libell Assistant Professor <i>jhollow@ksu.edu</i>	850-218-9623	Research methods, staff development, education policy
Dr. Jia Liang Assistant Professor <i>gliang15@ksu.edu</i>	532-5535	Research methods, change, educational leadership and equity, leadership development, comparative research on leadership
Alex Red Corn Instructor/Special Coordinator <i>aredcorn@ksu.edu</i>	913-206-2392	Indigenous partnerships/academies
Dr. Donna Augustine-Shaw Assistant Professor <i>donna5@ksu.edu</i>	532-2597	Building and district leadership, leadership preparation, school partnerships/academies, mentoring, curriculum, Associate Director Kansas Educational Leadership Institute
Dr. David Thompson Skeen Endowed Professor <i>thomsond@ksu.edu</i>	532-5535	P-12 school funding, school facilities, organizational theory