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**MEMORANDUM**

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**ATTENTION** Senate  
**DATE** January 16, 2013  
**FROM** Jon Driver, Vice-President, Academic and Provost, and Chair, SCUP  
**PAGES** 1/1  
**RE:** Faculty of Education: Full Program Proposal for a Graduate Certificate in Educational Leadership (SCUP 13-07)

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At its January 9, 2013 meeting SCUP reviewed and approved the Full Program Proposal for a Graduate Certificate in Educational Leadership within the Faculty of Education, effective Fall 2013.

**Motion:**

That Senate approve and recommend to the Board of Governors the Full Program Proposal for a Graduate Certificate in Educational Leadership within the Faculty of Education, effective Fall 2013.

encl.

c: R. Brayne  
W. Parkhouse



MEMO

Dean of  
Graduate Studies

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|                                                   |                     |
|---------------------------------------------------|---------------------|
| TO: SCUP                                          | TEL                 |
| FROM Wade Parkhouse, Dean, Graduate Studies       | <i>W. Parkhouse</i> |
| RE Graduate Certificate in Educational Leadership | [GS2012.30]         |
| CC John Nesbit                                    |                     |
| DATE December 19, 2012                            |                     |

At its meeting of 3 December, 2012, SGSC approved the following Graduate Certificate in Educational Leadership and is forwarding it to SCUP for consideration:

**Effective Date is Fall 2013**

**Faculty of Education**  
Proposal for Graduate Certificate in Educational Leadership [GS2012.30]

**Proposal for a  
Graduate Certificate in Educational Leadership  
Faculty of Education  
Simon Fraser University**

**1. CREDENTIAL TO BE AWARDED**

Graduate Certificate in Educational Leadership (GCEL)

**2. LOCATION OF PROGRAM**

The program may be offered at any site in British Columbia where there is a demand and suitable classroom space is available. For cohorts from the lower mainland, the program will be offered at one of SFU's campuses.

**3. FACULTY OFFERING THE PROGRAM**

Faculty of Education

**4. ANTICIPATED START DATE**

September, 2013

**5. DESCRIPTION OF PROGRAM**

*Summary*

The proposed graduate certificate in educational leadership builds on SFU's expertise in Educational Leadership and existing graduate programs in that field. Professional competence in educational leadership is required for administrative roles in public and private schools, community colleges, technical institutes, and universities. Successful leaders in these settings rely on knowledge of cognate research, theory, practice and professional ethics gained from graduate studies. The proposed certificate will consist of four courses (18 units) administered through Graduate Programs in the Faculty of Education.

*Background*

Educational leadership is recognized as a sub-discipline within the broad field of educational studies. The study of educational leadership draws from interdisciplinary sources including the philosophies of epistemology and ethics; policy studies, methods of program evaluation and research design, and theories of organizational change and business management. Educational leadership is often taught using cases in which the theories drawn from interdisciplinary sources are applied in educational settings and to common problems of educational management.

SFU's Faculty of Education has a history of successfully delivering Master's and Doctoral programs in educational leadership. We currently offer EdD and MEd programs having specialized cohorts, including one EdD cohort receiving instruction exclusively in French. SFU's MEd program in Educational Leadership currently includes cohorts taught on-campus at Surrey and off-campus in Coquitlam, Prince George, and Whitehorse. The creation of specialized programs for specific local cohorts according to the needs of students and their organizations is a key strategy for engaging with communities of educators across British Columbia. Delivery of these programs relies on tenure-track members of the Faculty of Education as well as Professors Emeriti and Adjunct Professors. The majority of the Adjunct Professors who teach in educational leadership at SFU are experienced educational leaders who bring valuable professional perspectives and expertise to the programs.

Through contacts with educators across the province a need has been identified for a graduate certificate in educational leadership that would enable students to advance their careers in educational administration without committing to the six semesters or more required to complete the MEd.

#### *Purpose of the Graduate Certificate*

The purpose of the GCEL is to give educators who are interested in or have already begun a career in educational administration, the opportunity to learn theories and practices of educational leadership. As the program is expected to be recognized by educational institutions as informing the decision-making and problem-solving required in educational administration, the certificate will help in advancing the careers and enhancing the professional mobility of workers in the education sector.

Enhanced educational access for economically important groups. The certificate is designed primarily for those working as instructors (a) in the trades, technologies and health related fields at BC public colleges, and (b) in educational institutions serving the First Nations and indigenous peoples of BC. These potential students have significant experience working in the post-secondary sector and have already begun to move into leadership positions or are seen as suitable candidates for leadership positions within their institutions. Completion of the GCEL will increase the career advancement opportunities for these postsecondary sector employees. Many of these potential students have CGPAs below 3.0 and without access to a graduate certificate would not normally be accepted into graduate studies at SFU.

Increased value to the community. Technical colleges and similar postsecondary institutions have an important role to play in training British Columbians for work in the trades, technology, and health sectors. SFU can assist these institutions in raising the quality of their educational services by offering an academically sound, professionally-oriented graduate certificate in educational leadership. The connections that SFU develops with postsecondary administrators who complete the certificate will enhance the cooperative relationships that the University already enjoys with postsecondary institutions across the province.

#### *Requirements for Graduation*

The minimum University requirements for admission to a graduate certificate program are set out in GGR 1.3.2 a.

The GCEL will be comprised of four Faculty of Education graduate courses. Three will be chosen from:

- EDUC 813-5: Organizational Theory and Analysis
- EDUC 817-5: Policy Processes
- EDUC 818-5: Leadership Studies
- EDUC 822-5: Evaluation of Educational Programs
- EDUC 864-5: Research Designs in Education

The fourth course will be an approved Special Topics course thematically linked to educational leadership that will run concurrently with the three other MEd courses in the GCEL:

- EDUC 714-3: Scholarship in Educational Leadership

EDUC 714-3 will introduce students to the academic standards and expected practices in a graduate program and will do so through the examination of concepts and issues in educational leadership. In the course, students will advance their understanding of academic modes of spoken and written discourse and will enhance their ability to think critically, argue persuasively, and express their ideas in standard scholarly formats.

#### *Teaching methods and estimated completion time*

The courses in the program are primarily taught through weekly face-to-face meetings. The courses are designed to allow for students to participate in discussion and to receive feedback on written assignments. There is no designated work term or placement because it is anticipated that most students will be working full-time in education-related employment. Students will be able to complete the certificate in three semesters of continuous enrollment.

#### *Enrollment plan and fees*

The certificate will be organized as a cost-recovery, cohort program such that courses will only be offered when a sufficient number of students have been identified to form a cohort. The recommended fee for 2013/14 is \$538 per unit, which is per-unit equivalent of the fee charged for the MEd in educational leadership in 2013/14.

#### *Resources needed to implement the program*

- Access to bibliographic databases provided by the SFU library
- Classroom space
- Access to an SFU-supported learning management system

#### *Faculty*

Courses will be primarily be taught by instructors holding a Doctorate in Education or a related field. On occasion, a course may be taught by an instructor holding a Master's degree who is enrolled in a doctoral program in Education or a related field.

SFU faculty members specializing in Educational Leadership who may be drawn upon to teach courses in the program are:

|                 |                             |
|-----------------|-----------------------------|
| Dan Laitsch     | Associate Professor         |
| Michelle Nilson | Assistant Professor         |
| Michell Pidgeon | Assistant Professor         |
| Michèle Schmidt | Assistant Professor         |
| Bruce Beairsto  | Lecturer, Adjunct Professor |
| Robin Brayne    | Lecturer, Adjunct Professor |

### *Timeline*

|             |                                                                  |
|-------------|------------------------------------------------------------------|
| 23 Feb 2012 | Approved by the Faculty of Education Graduate Programs Committee |
| 30 Apr 2012 | Approved by the Faculty of Education Faculty Council             |
| 3 Dec 2012  | Senate Graduate Studies Committee                                |
| 7 Jan 2013  | Senate                                                           |
| 3 Sept 2013 | Students start Graduate Certificate Program                      |

### *Contact*

For further information about this proposal, contact:

Robin Brayne, Director of Graduate Programs, Faculty of Education ([rbrayne@sfu.ca](mailto:rbrayne@sfu.ca))  
or  
John Nesbit, Associate Dean Graduate Studies in Education ([nesbit@sfu.ca](mailto:nesbit@sfu.ca))

## Appendix Calendar Entry

### **Educational Leadership (Graduate Certificate) Program**

*Faculty of Education*

*Simon Fraser University Calendar 2013 Fall*

The graduate certificate in educational leadership is a professional credential signifying knowledge and ability in the management and administration of educational organizations.

This program is intended for current and prospective leaders in educational settings such as schools, colleges, and institutes for professional and vocational training. While the program is grounded both in research and in practice, it has a strong philosophical and conceptual orientation that prepares students to understand complex issues and problems in the workplace.

The certificate program requires 18 units of course work. As per graduate general regulation 1.7.6, students who successfully complete the certificate and are subsequently accepted into the Master of Education (MEd) in Educational Leadership program may apply 3 courses (15 units) from the certificate program toward completion of the MEd program.

For further information, contact Graduate Programs within the Faculty of Education at 778.782.5951 or [cpmed@sfu.ca](mailto:cpmed@sfu.ca)

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### **Admission Requirements**

See graduate general regulation 1.3 for University admission requirements. In exceptional circumstances, applicants who do not meet these requirements may be considered if superior scholarly or professional achievement is demonstrated.

Admission is granted to a specific credential and to a particular program or specialization. Updated application information is available from the Faculty of Education.

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### **Program Requirements**

Students complete a total of 18 units, including three of

EDUC 813-5 Organizational Theory and Analyses

EDUC 817-5 Policy Processes

EDUC 818-5 Leadership Studies

EDUC 822-5 Evaluation of Educational Programs

EDUC 864-5 Research Designs in Education

and

**EDUC 714-3: Scholarship in Educational Leadership**



ATTENTION: Wade Parkhouse, Dean of Graduate Studies

FROM: John Nesbit, Associate Dean Graduate Studies in Education

RE: Graduate Certificate Program Proposals

DATE: 2012 December 3

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For consideration at the December 3, 2012 meeting of the GPC, please include the following proposals for new graduate certificate programs.

- ✓ \* Graduate Certificate in Educational Leadership (GCEL)
- \* Graduate Certificate in Curriculum and Instruction (GCCCI)

These were passed at the 23 February, 2012 meeting of the Education Graduate Programs Committee.

