

PRELIMINARY ADMINISTRATIVE SERVICES CREDENTIAL INTERNSHIP



SACRAMENTO STATE
Redefine the Possible

In Workflow

1. GPSE Committee Chair (nevarezc@csus.edu)
2. GPSE Chair (nevarezc@csus.edu)
3. ED College Committee Chair (kdohara@csus.edu; b.rivas@csus.edu)
4. ED Dean (kdohara@csus.edu)
5. Academic Services (catalog@csus.edu)
6. Senate Curriculum Subcommittee Chair (curriculum@csus.edu)
7. Council on the Preparation of School Personnel Chair (mae.chaplin@csus.edu)
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10. Catalog Editor (torsetj@csus.edu)
11. Graduate Studies (jdsmall@csus.edu; mxiong@csus.edu)
12. OIREP (pillais@csus.edu)

Approval Path

1. Mon, 11 Oct 2021 16:59:09 GMT
Carlos Nevarez (nevarezc): Approved for GPSE Committee Chair
2. Mon, 11 Oct 2021 17:02:50 GMT
Carlos Nevarez (nevarezc): Approved for GPSE Chair
3. Fri, 15 Oct 2021 19:46:58 GMT
Bita Rivas (b.rivas): Approved for ED College Committee Chair
4. Fri, 22 Oct 2021 22:53:01 GMT
Karen O'Hara (kdohara): Approved for ED Dean

History

1. May 2, 2018 by clmig-jwehrheim

Date Submitted: Sat, 09 Oct 2021 03:16:14 GMT

Viewing: Preliminary Administrative Services Credential Internship

Last approved: Wed, 02 May 2018 13:05:58 GMT

Last edit: Fri, 22 Oct 2021 22:52:55 GMT

Changes proposed by: Sarah Jouganatos (214082766)

Academic Group: (College)

Education

Academic Organization: (Department)

Graduate Professional Studies in Education

Catalog Year Effective:

2022-2023 Catalog

Individual(s) primarily responsible for drafting the proposed degree major program:

Name (First Last)	Email	Phone 999-999-9999
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Type of Program Proposal:

Credential

Program Change Type:

Non-Substantive

Title of the Program:

Preliminary Administrative Services Credential Internship

Designation: (degree terminology)

Credential

Briefly describe the program proposal (new or change) and provide a justification:

The catalog description of this program is currently incorrect. These changes are proposed to correct and update the catalog description.

The catalog copy for the 2015-16, 2016-17, and 2017-18 catalogs is correct. Subsequent catalogs contain misinformation regarding the Preliminary Administrative Services Internship Credential. The Form B for the program was also found to be in error, which must have taken place during the transition to a fully electronic process (in Curriculum Workflow). At no time did EDLP request changes to the program. However, the Form B currently in the system for this program contains information for a different program altogether (from Counselor Education). This proposal does not change the program; it simply corrects an error made during a transition from hard copy to electronic submissions. Thus, this is a non-substantive "change" requested.

Objectives of the degree program:

Upon completion of the program, students will be able to:

1. Demonstrate the skills of visionary leaders and change agents,
2. Influence political, social, economic, legal and cultural contexts and the improvement of education policies and practices,
3. Effectively articulate ideas and concepts by using oral, written, and non-verbal communication, and optimizing multiple technology applications,
4. Propose and apply professional growth and development in response to reflective practices,
5. Apply research-based best practices in the school environment,
6. Manage organizations and facilitate the development of safe and productive learning and working environments,
7. Apply ethical and collaborative leadership skills to education issues as a reflective and self-directed learner team member and active citizen,
8. Lead, model and behave in ways that demonstrate integrity, ethics, equity and justice,
9. Lead for equity in schools and communities.

University Learning Goals

Undergraduate Learning Goals:

Competence in the disciplines
Knowledge of human cultures and the physical and natural world
Integrative learning
Personal and social responsibility
Intellectual and practical skills

Graduate (Masters) Learning Goals:

Critical thinking/analysis
Communication
Information literacy
Disciplinary knowledge
Intercultural/Global perspectives
Professionalism

Will this program be required as part of a teaching credential program, a single subject, or multiple subject waiver program (e.g., Liberal Studies, Biology) or other school personnel preparation program (e.g., School of Nursing)?

Yes

For the Council for the Preparation of School Personnel (to be filled out with assistance of your department chair):

Does this program change impact your department's currently written Program Standards Document?

No

Common Standards: In what way does this course or program change impact the currently written Common Standards document? Please include any suggested language changes.

The proposed changes do not impact the Common Standards document.

Is this change in response to program or unit assessment activities?

No

Will this program introduce any new or changes to program assessments?

No

Please attach any additional supporting materials:

Educational Leadership & Policy Studies - Comprehensive Assessment Plan 2019.docx

Catalog Description:

Total units required for Credential: 68

Program Description

The PASC Administrative Internship program is designed for students who are placed in paid administrative roles in their schools or districts. (Students must produce evidence of their placement; Sac State does not secure placements for students!) The Internship program is a pathway through which students can gain credit toward earning their credential while working as administrators to gain concrete skills and insight into effective practices.

Admission Requirements: Course prerequisites and other criteria for admission of students to the degree major program, and for their continuation in it.

Admission Requirements

All applicants must:

- have a valid California teaching credential (K-12) requiring a baccalaureate degree and a program of professional preparation including student teaching; or a valid California Designated Subjects Teaching credential provided the applicant also possesses a baccalaureate degree; or a California Pupil Personnel Services credential requiring a baccalaureate degree program of professional preparation including field practice with school-aged students; or a Librarianship credential; or a Health Services School Nurse credential; or a Clinical or Rehabilitative Services credential;
- have had a minimum of three years of successful, full-time teaching or pupil personnel experience in public or private schools;
- satisfactorily complete CBEST exam;
- earn a minimum 3.0 GPA for all work presented for the credential; and
- have been appointed to an administrative position by student's employing school district.

Note: Detailed requirements and procedures for admission to the Administrative Internship program may be obtained at the Department.

As defined by policy <http://www.csus.edu/umannual/acadaff/fsm00010.htm>, a change in units constitutes a substantive change to the program. If your changes constitute a substantive change, please refer back to the "Program Change Type" field above to ensure that "Substantive" is selected.

Program Requirements: (If new courses are being created as part of a new program, it will be useful to propose courses first.)

Program Requirements

Code	Title	Units
Required Courses (34 Units)		
EDLP 200	Diversity and Equity in Educational Leadership ¹	3
EDLP 201	Foundations of Educational Leadership ¹	3
EDLP 202	School Law and Ethics of Educational Leadership, Education Law and Ethics of Educational Leadership ²	3
EDLP 203	Foundations of Educational Leadership, School Finance ³	3
EDLP 205	Instructional Leadership ²	3
EDLP 209	Organizational Systems and Human Resources ³	3
EDLP 401	Internship On-the-Job Experience ¹	8
EDLP 402	Internship On-the-Job Experience ²	8
Total Units		34

¹ Courses taken first semester

² Courses taken second semester

³ Courses taken in summer term

For graduate programs, the number of declared undergraduate major and the degree production over the preceding years of the corresponding baccalaureate program:

NA

Fiscal Impact to Change an Existing Program

Indicate programmatic or fiscal impact which this change will have on other academic units' programs, and describe the consultation that has occurred with affected units:

None

Provide a fiscal analysis of the proposed changes:

NA

How will the above changes be accommodated within the department/College existing fiscal resources?

NA

Will the proposed changes require additional resources?

No

What additional space, equipment, operating expenses, library, computer, or media resources, clerical/technical support, or other resources will be needed?

None

Estimate the cost and indicate how these resource needs will be accommodated:

NA

Key: 107