

EDA 700 Syllabus
 Educational Policy and Leadership
 Executive Educational Leadership
 University of Nevada Las Vegas

I.	Prefix & Number	EDA 700
II.	Title	Special Problems in Educational Leadership (Policy, Governance, and Advocacy)
III.	Credits	3 credit hours
IV.	Semester	Fall
V.	Instructor	
VI.	Office/Phone/Email	
VII.	Class Location	
VIII.	Office Hours	
IX.	Prerequisites	Doctoral Status or Consent of Instructor
X.	Course Description	Specialized areas of instruction in educational administration designed to emphasize understanding and depth in current administrative procedures.
XI.	Standards Addressed: National Educational Leadership Preparation Standards for District Leaders And UNLV SLOs	<p>NELP Standards:</p> <p>Standard Seven: Policy, Governance and Advocacy</p> <p>Leadership candidates who successfully complete a district level educational leadership preparation program understand and demonstrate the capability to promote the success and wellbeing of each student, teacher, and leader by applying the knowledge, skills, and commitments necessary to: (1) understand and foster Board relations; (2) understand and manage effective systems for district governance; (3) understand and ensure compliance with policy, laws, rules and regulations; (4) understand and respond to local, state and national decisions; and (5) advocate for the needs and priorities of the district.</p> <p>7.1 (BOARD RELATIONS) Program completers understand and demonstrate the capability to foster a respectful and responsive relationship with the District's Board of education.</p> <p>7.2 (DISTRICT GOVERNANCE) Program completers understand and demonstrate the capability to manage effective systems for district governance.</p>

		<p>7.3 (LEGAL) Program completers understand and demonstrate the capability to ensure compliance with applicable policy, laws, rules, and regulations.</p> <p>7.4 (POLICY ENGAGEMENT) Program completers understand and demonstrate the capability to appropriately respond to local, state, and national decisions.</p> <p>7.5 (ADVOCACY) Program completers understand and demonstrate the capability to advocate for the needs and priorities of the district.</p> <p>UNLV SLO's:</p> <p>#2 Activities requiring originality, critical analysis, and expertise; #3 The development of extensive knowledge in the field under study</p>
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XII. Knowledge Objectives and Related Standards

Upon completion of this course students will be able to meet the following objectives:

1. Evaluate current policy and legal statutes in relationship to futurism and global issues in education and other non-profit ventures
2. Research effects of policy implementation on a problem of practice
3. Write a high-quality policy brief, presentable to a board of directors, on the results of the research using a given framework
4. Present a policy brief to an audience
5. Engage in activities requiring originality, critical analysis, and expertise.
6. Engage in the development of extensive knowledge in the field under study

Course Objectives	Related NELP and UNLV Standards	Measurement/Evaluation
Evaluate current policy and legal statutes in relationship to futurism and global issues in education and other non-profit ventures	NELP 7.1, 7.2, 7.3, 7.4. 7.5	In class activities Integration of NELPS to Problem of Practice Policy Brief/Research

Research effects of policy implementation on a problem of practice	NELP 7.1, 7.2, 7.3, 7.4, 7.5	Policy Brief
Create a high-quality policy brief, presentable to a board of directors, on the results of the research using a given framework	UNLV 2, 3 NELP 7.1	In class activities Policy Brief/Research
Engage in activities requiring originality, critical analysis, and expertise	UNLV 2	Policy Brief/Research
Present a policy brief to an audience	NELP 7.5	Presen tation Policy Brief
Engage in the development of extensive knowledge in the field under study	UNLV 3	Policy Brief/Research

XIII. COURSE RESOURCES

Required Texts

American Psychological Association. (2009). *Publication manual of the American psychological association (6th ed.)*. Washington, DC: APA.

Required Article Reading:

School Closure as a Strategy to Remedy Low Performance. Available at <http://nepc.colorado.edu/publication/closures>

Does Class Size Matter? Available at: <http://nepc.colorado.edu/publication/does-class-size-matter>

Women's and Children's Health Policy Center. Available at https://www.jhsph.edu/research/centers-and-institutes/womens-and-childrens-health-policy-center/de/policy_brief/index.html

SUPPLEMENTAL TEXTS AND/OR MATERIALS

Supplemental Texts and Journal Articles

Suggested Internet Resources

National Education Policy Center. Available at <http://nepc.colorado.edu/publications/policy-briefs>

American Psychological Association. (online). APA style. Available at <http://www.apa.org/>

Lied Library. Available at <https://www.unlv.edu/maps/llb>

Purdue Owl. (online). Online writing lab. <https://owl.english.purdue.edu/owl/resource/641/1/>

XIII. ASSIGNMENTS

Briefs (40 points). Following instructions on writing effective policy briefs. Students will each be responsible for completing two policy briefs.

Literature Review. (40 points). The review of literature is a semester-long project. It involves writing a comprehensive review of existing research related to a topic that aligns with your current policy brief. The review must be typed and must adhere to the 6th edition of the APA Publication Manual.

Policy Brief Presentation (10 points). The presentation should be conducted using presentation software and related handouts. The quality of the presentation should be comparable to those presented at professional conferences.

In class activities (10 points). You must be present to get the class activity points.

XIV. CLASS SCHEDULE

XV. SPECIAL NOTES

Academic Misconduct

Academic integrity is a legitimate concern for every member of the campus community; all share in upholding the fundamental values of honesty, trust, respect, fairness, responsibility, and professionalism. By choosing to join the UNLV community, students accept the expectations of the Student Academic Misconduct Policy and are encouraged when faced with choices to always take the ethical path. Students enrolling at UNLV assume the obligation to conduct themselves in a manner compatible with UNLV's function as an educational institution. An example of academic misconduct is plagiarism. Plagiarism is using the words or ideas of another, from the Internet or any source, without proper citation of the sources. See the [Student Academic Misconduct Policy](https://www.unlv.edu/studentconduct/student-conduct) (approved December 9, 2005) located at: <https://www.unlv.edu/studentconduct/student-conduct>.

Classroom Conduct

Students have a responsibility to conduct themselves in class and in the libraries in ways that do not interfere with the rights of other students to learn or of instructors to teach. Use of electronic devices such as pagers, cellular phones, or recording devices, or potentially disruptive devices or activities, are permitted only with the prior explicit consent of the instructor. The instructor may rescind permission at any time during the class. If a student does not comply with established requirements or obstructs the functioning of the class, the instructor may initiate an administrative drop.

Copyright

The University requires all members of the University Community to familiarize themselves with and to follow copyright and fair use requirements. You are individually and solely responsible for violations of copyright and fair use laws. The university will neither protect nor defend you, nor assume any responsibility for employee or student violations of fair use laws. Violations of copyright laws could subject you to federal and state civil penalties and criminal liability, as well as disciplinary action under University policies. Additional [copyright policy information](http://www.unlv.edu/provost/copyright) can be found at: <http://www.unlv.edu/provost/copyright>.

Disability Resource Center (DRC)

The [UNLV Disability Resource Center](http://drc.unlv.edu/) (SSC-A 143, <http://drc.unlv.edu/>, 702-895-0866) provides resources for students with disabilities. If you feel that you have a disability, please make an appointment with a Disabilities Specialist at the DRC to discuss what options may be available to you. If you are registered with the UNLV Disability Resource Center, bring your Academic Accommodation Plan from the DRC to the instructor during office hours so that you may work together to develop strategies for implementing the accommodations to meet both your needs and the requirements of the course. Any information you provide is private and will be treated as such. To maintain the confidentiality of your request, please do not approach the instructor in front of others to discuss your accommodation needs.

Final Examinations

The University requires that final exams given at the end of a course occur at the time and on the day specified in the final exam schedule. The general schedule is typically available at the start of the semester, and the classroom locations are available about a month before the end of the semester. See the [final exam schedule](http://www.unlv.edu/registrar/calendars) found at: <http://www.unlv.edu/registrar/calendars>.

Incomplete Grades

The grade of “I”—Incomplete—can be granted when a student has satisfactorily completed three-fourths of course work for that semester/session but for reason(s) beyond the student’s control, and acceptable to the instructor, cannot complete the last part of the course, and the instructor believes that the student can finish the course without repeating it. The incomplete work must be made up before the end of the following regular semester for undergraduate courses. Graduate students receiving “I” grades in 500-, 600-, or 700-level courses have up to one calendar year to complete the work, at the discretion of the instructor. If course requirements are not completed within the time indicated, a grade of “F” will be recorded and the GPA will be adjusted accordingly. Students who are fulfilling an Incomplete do not register for the course but make individual arrangements with the instructor who assigned the “I” grade.

Library Resources

Librarians are available to consult with students on research needs, including developing research topics, finding information, and evaluating sources. To make an appointment with a subject expert for this class, please visit the [Libraries’ Research Consultation](http://guides.library.unlv.edu/appointments/librarian) website: <http://guides.library.unlv.edu/appointments/librarian>. You can also [ask the library staff](http://ask.library.unlv.edu/) questions via chat and text message at: <http://ask.library.unlv.edu/>.

Rebelmail

By policy, faculty and staff should email students’ Rebelmail accounts only. Rebelmail is UNLV’s official email system for students. As such, it is a primary way students receive official university communications such as information about deadlines, major campus events, and announcements. All UNLV students receive a Rebelmail account after they have been admitted to the university. **Emailing within WebCampus is acceptable.**

Missed Classwork

Any student missing class quizzes, examinations, or any other class or lab work because of observance of religious holidays shall be given an opportunity during that semester to make up missed work. The make-up will apply to the religious holiday absence only. It shall be the responsibility of the student to notify the instructor within the first 14 calendar days of the course for fall and spring courses (excepting modular courses), or within the first 7 calendar days of the course for summer and modular courses, of his or her intention to participate in religious holidays which do not fall on state holidays or periods of class recess. For additional information, please visit the [Course Catalog and Calendars](http://catalog.unlv.edu/content.php?catoid=6&navoid=531), found at: <http://catalog.unlv.edu/content.php?catoid=6&navoid=531>.

In accordance with the UNLV Faculty Senate-approved policy regarding class time and assignments missed, students who represent UNLV in any official extracurricular activity shall also have the opportunity to make up assignments, provided that the student provides official written notification to the instructor no less than one week prior to the missed class(es).

The spirit and intent of the policy is to offer fair and equitable opportunities to all students, including those representing the university in extracurricular activities. Instructors should consider, for example, that in courses which offer a “drop one” option for the lowest assignment, quiz, or exam, assigning the student a grade of zero for an excused absence for extracurricular activity is both contrary to the intent of the Faculty Senate’s policy, and an infringement on the student’s right to complete all work and fairly earn her or his grade in the course.

This policy shall not apply in the event that completing the assignment or administering the

examination at an alternate time would impose an undue hardship on the instructor or the university that could reasonably have been avoided. There should be a good faith effort by both faculty and student to come to a reasonable resolution. When disagreements regarding this policy do arise, they can be appealed to the department chair/unit director, college/school dean, and/or the Faculty Senate Academic Standards Committee.

For purposes of definition, extracurricular activities may include, but are not limited to: fine arts activities, competitive intercollegiate athletics, science and engineering competitions, liberal arts competitions, academic recruitment activities, and any other event or activity sanctioned by a college/school dean, and/or the Executive Vice President and Provost.

Transparency in Learning and Teaching

The University encourages students to use a [transparency template](https://www.unlv.edu/sites/default/files/page_files/27/TILT-Framework-Students.pdf) to discuss with their instructors how assignments and course activities benefit student success. https://www.unlv.edu/sites/default/files/page_files/27/TILT-Framework-Students.pdf.

Tutoring and Coaching

The Academic Success Center (ASC) provides tutoring, academic success coaching and other academic assistance for all UNLV undergraduate students. For information regarding tutoring subjects, tutoring times, and other ASC programs and services, call 702-895-3177 or visit the [ASC website](http://www.unlv.edu/asc) located at: <http://www.unlv.edu/asc>. The ASC building is located across from the Student Services Complex (SSC). Academic success coaching is located on the second floor of SSC A (ASC Coaching Spot). Drop-in tutoring is located on the second floor of the Lied Library and College of Engineering TBE second floor.

UNLV Writing Center

One-on-one or small group assistance with writing is available free of charge to UNLV students at the Writing Center, located in CDC-3-301. Although walk-in consultations are sometimes available, students with appointments will receive priority assistance. Appointments may be made in person or by calling 702-895-3908. The student's Rebel ID Card, a copy of the assignment (if possible), and two copies of any writing to be reviewed are requested for the consultation. More information can be found at the [Writing Center Website](http://writingcenter.unlv.edu/), <http://writingcenter.unlv.edu/>.

XVI. GRADING POLICY

Range of Points Earned	Grade
(95% - 100%)	A
(90-94%)	A-
(87-89%)	B+
(84-86%)	B
(80-83%)	B-
(77-79%)	C+
(74 -76%)	C
(70-73%)	C-
(60- 69%)	D
Below 270 points	F

Attendance is mandatory. Only approved absences (i.e., University sanctioned absences, religious observances, etc.) will be accepted. Please make every effort to be on time to each class. Grade may be lowered due to absence.