

VSBE

Date: January 16, 2020

Item: UVM Leadership Program Teach-Out Plan

ITEM: Shall the VSBE approve UVM's plan to close its approved program in Educational Leadership leading to a recommendation for a Principal endorsement effective August 31, 2022?

AGENCY RECOMMENDED ACTION:

That the VSBE approve UVM's plan to close its approved program in Educational Leadership leading to a recommendation for a Principal endorsement effective August 31, 2022

BACKGROUND: UVM submitted a proposed teach-out plan for their Educational Leadership program in November, 2019. The AOE ROPA Coordinator reviewed the plan and sent feedback to UVM, and UVM submitted an updated plan on Dec. 9, 2019.

RATIONALE: UVM's teach-out plan is complete and thorough. All six candidates currently in the program have signed documents attesting that they are aware of the program's planned closure and the timeline for completing the program.

SUPPORTING DOCUMENT: UVM's Teach-Out Plan

The following document is a scanned copy of an original document and may not be fully accessible to all users. For a plain text copy of the content, please contact Kate Connizzo at kate.connizzo@vermont.gov.



The University of Vermont

COLLEGE OF EDUCATION AND SOCIAL SERVICES
DEPARTMENT OF LEADERSHIP AND DEVELOPMENTAL SCIENCES

December 6, 2019

Dear Vermont Standards Board for Professional Educators,

RE: INTENT TO ELIMINATE PRINCIPAL LICENSURE PATHWAY

Our Education Leadership Program is housed in the Department of Leadership and Developmental Sciences, within the College of Education and Social Services at the University of Vermont. I am writing to inform you of our intent to redesign our Master's Program, and to eliminate the pathway leading to principal licensure.

The decision to eliminate the pathway leading to principal licensure, has emerged due to several factors:

- Faculty and administrators have observed declining interest and enrollments for 8-10 years in principal preparation, with a concurrent increase in students focused upon policy related coursework. Fewer than 10% of all UVM Master's students currently pursue principal licensure.
- A revised Master's program will allow us to retain our college's strategic focus on schools, families and communities while placing greater emphasis on policy and program evaluation-based research and teaching. This emphasis allows us to better align faculty and student interest in integrated approaches to education, health and social services.
- Faculty and administrators have observed undergraduate students' strong interest in moving directly from undergraduate to graduate programming. Students are interested in leadership coursework but within the context of expanding their skills as teacher leaders (e.g. coaches, team leaders) or assuming leadership roles within a broad range of education and learning organizations (e.g. Shelburne Farms, camp leadership, outdoor recreation). Students are also interested in how leadership intersects with coursework related to education policy and program evaluation.
- Faculty are currently engaged in a multi-year process to evaluate and redesign the Education Leadership Master's Program towards these areas of growth and development.

Students currently enrolled in the Master's Program will be afforded the opportunity to complete their degrees with principal licensure. Consistent with all graduate students in the Education Leadership program, licensure students will create a program of study with their advisor, which typically takes 1-3 years to complete. We plan a Teach Out period spanning three academic years.

American Sign Language
Mann Hall 101, 208 Colchester Avenue
Burlington, VT 05405-0305
Ph: (802) 656-3888 Fax: (802) 656-3173

Counseling Program
Mann Hall 101, 208 Colchester Avenue
Burlington, VT 05405-0305
Ph: (802) 656-3888 Fax: (802) 656-3173

Human Development & Family Studies
Mann Hall 201, 208 Colchester Avenue
Burlington, VT 05405-0305
Ph: (802) 656-2030 Fax: (802) 656-3173

Leadership & Policy Studies
Waterman 499, 85 South Prospect Street
Burlington, VT 05405-0160
Ph: (802) 656-2936 Fax: (802) 656-2702

Foundations of Education
Mann Hall 201, 208 Colchester Avenue
Burlington, VT 05405-0305
Ph: (802) 656-2030 Fax: (802) 656-3173

Higher Education & Student Affairs
Mann Hall 201, 208 Colchester Avenue
Burlington, VT 05405-0305
Ph: (802) 656-2030 Fax: (802) 656-3173

Interdisciplinary Studies Program
Mann Hall 201, 208 Colchester Avenue
Burlington, VT 05405-0305
Ph: (802) 656-2030 Fax: (802) 656-3173

The Teach Out process will run from the current 2019/2020 academic year to the end of the 2021/2022 academic year with a completion date of August 10, 2022. The following procedures have been followed in implementing this Teach Out plan.

1. After consulting and obtaining approval from College leadership, on August 23, 2019, the Department Chair, Dr. Jane Okech, met with faculty and staff affiliated with the Education Leadership program to finalize the details of a Teach Out plan. The meeting was also used to develop a timeline to address needs for current course work to meet ROPA requirements. *See Appendix A - Teach Out Plan Process and Timeline*
2. On August 29, 2019, the Program Coordinator, Dr. Sean Hurley, sent a personal email to all six students currently enrolled in the Education Leadership Program and on the principal licensure pathway (who will not be graduating in May 2020) to inform them of the program's intent and the process of completing their principal licensure strand within the program. Each letter also notified the students of a Mandatory Teach Out plan meeting scheduled on September 3, 2019 in Waterman 427. *See Appendix B - Letter-Teach Out Plan Student Notification Letter*
3. On September 3, 2019, a Mandatory Teach Out Meeting was held for students. The meeting was attended by program faculty, staff and college administrators. All students who were unable to attend the meeting were provided with alternative meeting options which included virtual meetings via zoom or individual in-person meeting with their academic adviser. *See Appendix C - Alternative Mandatory Teach Out Plan Meeting Request and Communication.*
4. On September 12, 2019, at 7:30 pm, Dr. Kieran Killeen, Faculty in the Education Leadership Program, held an alternative Mandatory Teach Out Plan meeting to review the Education Leadership Program requirements with impacted students and to discuss the discontinuation of the licensure pathway. At that meeting, Dr. Killeen informed students about the typical program of study, portfolio and internship requirements. He took notes at that meeting and incorporated them into the Program of Study Plans for each student.
5. On October 3, 2019 at 7:30 pm, Dr. Killeen held a follow-up meeting with five students (one incoming student withdrew from the program). At that meeting, Dr. Killeen and the students reviewed the Education Leadership Program Planning documents, including notes from the meeting held on September 12th. Consistent with the practice for all Education Leadership Students, all students signed their Program of Study Planning document. *See Appendix D - Complete Programs of Study, signed by students and their academic advisers.*
6. By October 30, 2019, all students who are impacted by the Teach Out plan had met with their academic advisers to complete a program of study that reflects their current course requirements and timeline for degree completion within the Teach Out plan period articulated above. *See Appendix D - Complete Programs of Study, signed by students and their academic advisers.*
7. By December 6, 2019, all students who are impacted by the Teach Out plan had met with their academic advisers to sign a letter indicating that they understand that in order to receive a principal licensure endorsement from the University of Vermont, they will need to complete their degree program of study by August 31, 2022. *See*

Appendix E - Letter articulating degree timeline for principal licensure endorsement from UVM, signed by students.

The department is committed to offering all the courses outlined in the impacted students' Programs of Study. In the event that the department cannot offer a course, students will be allowed to take the course (s) at approved neighboring institutions and to transfer course credits into their approved program of study to meet their degree requirements. In the event that a course is not offered and students need to take it from an approved institution, the Program faculty will create a crosswalk of the endorsement requirements that were covered in the UVM course that isn't offered with the potential transfer class, to ensure that none of the requirements are missed.

This was a very difficult decision for our institution to make, but one that allows us to rebuild a more sustainable program that is aligned with the interests of our students, faculty and institution.

Sincerely,


Jane Okech, Ph.D., Professor & Department Chair

Signature:  Date: 12/5/19

Katharine Shepherd, Ed.D., Associate Dean for Academic Affairs

Signature:  Date: 12/5/2019

Ellen Baker, M.Ed., Director of Teacher Education/Licensing Officer

Signature:  Date: 12/9/2019

APPENDICES

1. Appendix A - *Teach Out Plan Process and Timeline*
2. Appendix B - *Teach Out Plan Student Notification Letter*
3. Appendix C - *Alternative Mandatory Teach Out Plan Meeting Request and Communication*
4. Appendix D - *Complete Programs of Study, signed by students and their academic advisers.*
5. Appendix E - *Letter articulating degree timeline for principal licensure endorsement from UVM, signed by students.*

Appendix A - Teach Out Plan Process and Timeline

EDUCATION LEADERSHIP PROGRAM

PRINCIPAL LICENSURE TEACH OUT PLAN - August 26, 2019 to August 31, 2022

1. *****August 23, 2019** - Meeting with Kieran, Sean, & Kelly (*Teach out plan & timeline; Address need for current course work to meet ROPA Requirement). - ***COMPLETE**
2. **August 30, 2019** - Deadline for Sean Hurley (in collaboration with Roman Vogel) submits list of EL licensure track students to Jane, Kieran, & Katie.
3. **August 30, 2019** - Deadline for the transfer of all licensure track students to Kieran Killeen's Advisee workload (Roman can reassign advisees to other faculty in EDLP in the interest of maintaining equity in advising workload). Sean will retain his advisees.
4. **September 3, 2019 at 3.00pm (Waterman 427A)** - Mandatory group meeting scheduled (1 Hour) with all EL licensure track students to inform them of the teach out plan, required meetings with adviser (Kieran Killeen & Sean Hurley), development of generic and individual program of study, schedule of courses and teach out plan. Meeting to be attended by Jane, Kieran, Ellen, Katie, Sean, Kelly, Lisa and Roman.
5. **October 1, 2019** - Deadline for Kieran Killeen and Sean Hurley to complete individual meetings with all licensure track students to review program of study, outline individual plan for meeting the remainder of degree requirements and sign agreement form.
6. **October, 2-30, 2019** - Jane drafts "intent to close" and "teach out plan letter" (in collaboration with Ellen, Kieran, & Katie) attach all required support documents (*Address courses offered by the program; transfer of credits from other institutions [*Kieran has confirmed Graduate College Support], timeline for teach out plan, advising meetings, *transcript review option for those who do not complete by August 31, 2022 etc.).
7. **November 11, 2019** - Jane Submits "Intent to Close" and "Teach Out Plan letter" to AOE [Signed by Katie (Accreditation), Ellen (License Office), & Jane (Academic Program)].
8. **November 19, 2019** - Jane received preliminary feedback from Ellen Cairns, ROPA Consultant, Vermont Agency of Education.
9. **November 19, 2019** - Jane communicated preliminary feedback from AOE to EL faculty. A plan was developed to draft letters to be signed by affected students indicating that they understood that the deadline for completion of their program of study, in order to receive principal licensure endorsement from UVM, is on August 31, 2022. The letters have to be distributed and signed by students by December 6, 2019.
10. **December 6, 2019** - Jane received signed student letters from Kieran and Sean, amended the cover letter and submitted a new Teach Out Plan package to Ellen Cairns, ROPA Consultant, Vermont Agency of Education.

DOCUMENTS

1. Teach Out Plan letter (2019/2020 - 2021/2022) - Completion date - August 31, 2022.
2. Program of Study for each impacted student which includes Courses to be taken off campus.
3. Individual Letter addressed to each student and includes an attachment of their program of study.
4. Timeline of Program of Study letter signed by each student.
5. Documentation of communication with students regarding the Teach Out plan

Appendix B - Teach Out Plan Student Notification Letters

Subject: News from the EDLP Master's Program

Date: Thursday, August 29, 2019 at 3:58:01 PM Eastern Daylight Time

From: Roman Vogel <rgvogel@uvm.edu>

To: Katie Boonshoft <Katherine.Boonshoft@uvm.edu>

CC: Roman Vogel <rgvogel@uvm.edu>, Sean Hurley <Sean.Hurley@uvm.edu>

Priority: High

Dear Katie, I hope that your semester is off to a great start. I am writing to inform you that the Educational Leadership program is in the process of discontinuing its licensure strand. Rest assured that you will be able to complete your program, with an endorsement for licensure, as planned. As part of the discontinuation process, there is a mandatory meeting for all licensure students at 3pm on September 3rd in Waterman 427A at which you will receive information about the details of your program completion. If for some reason you are not able to attend the meeting in person we can set up video conferencing for you to attend virtually. Let me know as soon as possible if you will not be available in person or online, so that we can determine the options that would work best for you.

-Sean

Sean M. Hurley, Ph.D.

Associate Professor

Department of Leadership and Developmental Sciences

University of Vermont

499B Waterman Building

Burlington, VT 05405

(802) 870-6007

sean.hurley@uvm.edu

PGP: <http://www.uvm.edu/~smhurley/PubkeyHurley.asc>

Subject: Important News from the EDLP Master's Program
Date: Friday, August 30, 2019 at 3:28:53 PM Eastern Daylight Time
From: Roman Vogel <rgvogel@uvm.edu>
To: Emma Fricke <Emma.Fricke@uvm.edu>
Priority: High

Dear Emma, I hope that your semester is off to a great start. I am writing to inform you that the Educational Leadership program is in the process of discontinuing its licensure strand. Rest assured that you will be able to complete your program, with an endorsement for licensure, as planned. As part of the discontinuation process, there is a mandatory meeting for all licensure students at 3pm on September 3rd in Waterman 427A at which you will receive information about the details of your program completion. If for some reason you are not able to attend the meeting in person we can set up video conferencing for you to attend virtually. Let me know as soon as possible if you will not be available in person or online, so that we can determine the options that would work best for you.
-Sean

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Burlington, VT 05405
(802) 870-6007
sean.hurley@uvm.edu
PGP: <http://www.uvm.edu/~smhurley/PubkeyHurley.asc>

Subject: News from the EDLP Master's Program

Date: Thursday, August 29, 2019 at 3:58:00 PM Eastern Daylight Time

From: Roman Vogel <rgvogel@uvm.edu>

To: Olivia Kane <olivia.kane13@gmail.com>

CC: Roman Vogel <rgvogel@uvm.edu>, Sean Hurley <Sean.Hurley@uvm.edu>

Priority: High

Dear Olivia, I hope that your semester is off to a great start. I am writing to inform you that the Educational Leadership program is in the process of discontinuing its licensure strand. Rest assured that you will be able to complete your program, with an endorsement for licensure, as planned. As part of the discontinuation process, there is a mandatory meeting for all licensure students at 3pm on September 3rd in Waterman 427A at which you will receive information about the details of your program completion. If for some reason you are not able to attend the meeting in person we can set up video conferencing for you to attend virtually. Let me know as soon as possible if you will not be available in person or online, so that we can determine the options that would work best for you.
-Sean

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Burlington, VT 05405
(802) 870-6007
sean.hurley@uvm.edu
PGP: <http://www.uvm.edu/~smhurley/PubkeyHurley.asc>

Subject: News from the EDLP Master's Program

Date: Thursday, August 29, 2019 at 3:57:59 PM Eastern Daylight Time

From: Roman Vogel <rgvogel@uvm.edu>

To: David Powelson <davidpowelson@gmail.com>, David Powelson <David.Powelson@uvm.edu>

CC: Roman Vogel <rgvogel@uvm.edu>, Sean Hurley <Sean.Hurley@uvm.edu>

Priority: High

Dear David, I hope that your semester is off to a great start. I am writing to inform you that the Educational Leadership program is in the process of discontinuing its licensure strand. Rest assured that you will be able to complete your program, with an endorsement for licensure, as planned. As part of the discontinuation process, there is a mandatory meeting for all licensure students at 3pm on September 3rd in Waterman 427A at which you will receive information about the details of your program completion. If for some reason you are not able to attend the meeting in person we can set up video conferencing for you to attend virtually. Let me know as soon as possible if you will not be available in person or online, so that we can determine the options that would work best for you.
-Sean

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sean.hurley@uvm.edu
PGP: <http://www.uvm.edu/~smhurley/PubkeyHurley.asc>

Subject: News from the EDLP Master's Program

Date: Thursday, August 29, 2019 at 3:57:59 PM Eastern Daylight Time

From: Roman Vogel <rgvogel@uvm.edu>

To: David Powelson <davidjpowelson@gmail.com>, David Powelson <David.Powelson@uvm.edu>

CC: Roman Vogel <rgvogel@uvm.edu>, Sean Hurley <Sean.Hurley@uvm.edu>

Priority: High

Dear David, I hope that your semester is off to a great start. I am writing to inform you that the Educational Leadership program is in the process of discontinuing its licensure strand. Rest assured that you will be able to complete your program, with an endorsement for licensure, as planned. As part of the discontinuation process, there is a mandatory meeting for all licensure students at 3pm on September 3rd in Waterman 427A at which you will receive information about the details of your program completion. If for some reason you are not able to attend the meeting in person we can set up video conferencing for you to attend virtually. Let me know as soon as possible if you will not be available in person or online, so that we can determine the options that would work best for you.
-Sean

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(802) 870-6007
sean.hurley@uvm.edu
PGP: <http://www.uvm.edu/~smhurley/PubkeyHurley.asc>

Subject: News from the EDLP Master's Program

Date: Thursday, August 29, 2019 at 3:56:34 PM Eastern Daylight Time

From: Office of the Registrar <registrar@uvm.edu>

To: Roman Vogel <rgvogel@uvm.edu>

Dear EL Master's student, I hope that your semester is off to a great start. I am writing to inform you that the Educational Leadership program is in the process of discontinuing its licensure strand. IF YOU ARE CONSIDERING SWITCHING to the licensure track, there is a mandatory meeting for all licensure students at 3pm on September 3rd in Waterman 427a at which you will receive information about the details of your program completion. If for some reason you are not able to attend the meeting in person we can set up video conferencing for you to attend virtually. Let me know as soon as possible if you will not be available in person or online, so that we can determine the options that would work best for you.

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Associate Professor
Department of Leadership and Developmental Sciences
University of Vermont
499B Waterman Building
Burlington, VT 05405
(802) 870-6007
sean.hurley@uvm.edu
PGP: <http://www.uvm.edu/~smhurley/PubkeyHurley.asc>

The text above was emailed from your email address (not the Registrar's Office email address) to the following address(es):

Alex.Blanchard@uvm.edu
Xavier.Campaz@uvm.edu
Kevin.Chu@uvm.edu
Pamela.Cummings@uvm.edu
Kelly.Dolan@uvm.edu
nfawley@uvm.edu
Kate.Ford@uvm.edu
Emma.Fricke@uvm.edu
Caitlin.Herwig@uvm.edu
Meghan.Jaird@uvm.edu
Alexander.Mitchell@uvm.edu
Teasella.Nguyen@uvm.edu
Jennifer.Chicoine@uvm.edu
Jessica.Riley@uvm.edu
Melissa.Shea@uvm.edu
Julia.Sukhanova@uvm.edu
Amanda.Van-Vranken@uvm.edu
Brianna.J.Welch@uvm.edu

Subject: News from the EDLP Master's Program

Date: Thursday, August 29, 2019 at 3:57:57 PM Eastern Daylight Time

From: Roman Vogel <rgvogel@uvm.edu>

To: Stephen Rand <srاند@huusd.org>, Steve Rand <Stephen.K.Rand@uvm.edu>

CC: Roman Vogel <rgvogel@uvm.edu>, Sean Hurley <Sean.Hurley@uvm.edu>

Dear Stephen, I hope that your semester is off to a great start. I am writing to inform you that the Educational Leadership program is in the process of discontinuing its licensure strand. Rest assured that you will be able to complete your program, with an endorsement for licensure, as planned. As part of the discontinuation process, there is a mandatory meeting for all licensure students at 3pm on September 3rd in Waterman 427A at which you will receive information about the details of your program completion. If for some reason you are not able to attend the meeting in person we can set up video conferencing for you to attend virtually. Let me know as soon as possible if you will not be available in person or online, so that we can determine the options that would work best for you.
-Sean

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Appendix C- Alternative Mandatory Teach Out Plan Meeting Request and Communication

Subject: Re: News from the EDLP Master's Program
Date: Thursday, August 29, 2019 at 5:08:01 PM Eastern Daylight Time
From: Katie Boonshoft <Katherine.Boonshoft@uvm.edu>
To: Roman Vogel <rgvogel@uvm.edu>
CC: Sean Hurley <Sean.Hurley@uvm.edu>

Dear Sean and Roman,
I will not be able to attend this meeting (in person or virtually). Please let me know how I can receive the information another way.
Thank you,
Katie Boonshoft

From: Roman Vogel
Sent: Thursday, August 29, 2019 3:58:01 PM
To: Katie Boonshoft
Cc: Roman Vogel; Sean Hurley
Subject: News from the EDLP Master's Program

Dear Katie, I hope that your semester is off to a great start. I am writing to inform you that the Educational Leadership program is in the process of discontinuing its licensure strand. Rest assured that you will be able to complete your program, with an endorsement for licensure, as planned. As part of the discontinuation process, there is a mandatory meeting for all licensure students at 3pm on September 3rd in Waterman 427A at which you will receive information about the details of your program completion. If for some reason you are not able to attend the meeting in person we can set up video conferencing for you to attend virtually. Let me know as soon as possible if you will not be available in person or online, so that we can determine the options that would work best for you.
-Sean

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sean.hurley@uvm.edu
PGP: <http://www.uvm.edu/~smhurley/PubkeyHurley.asc>

Subject: Re: Important News from the EDLP Master's Program
Date: Monday, September 2, 2019 at 7:22:05 PM Eastern Daylight Time
From: Emma Fricke <Emma.Fricke@uvm.edu>
To: Roman Vogel <rgvogel@uvm.edu>

I would love to be able to set up the video conferencing so that I can receive the necessary information regarding the completion of my program. I teach every day until 3:30 in Middlebury, so I will have to jump on the video conference as soon as I wrap up teaching on Tuesday.

Let me know how to set up the video stream or how to connect.
Thank you for your help!

Emma

From: Roman Vogel
Sent: Friday, August 30, 2019 3:28:53 PM
To: Emma Fricke
Subject: Important News from the EDLP Master's Program

Dear Emma, I hope that your semester is off to a great start. I am writing to inform you that the Educational Leadership program is in the process of discontinuing its licensure strand. Rest assured that you will be able to complete your program, with an endorsement for licensure, as planned. As part of the discontinuation process, there is a mandatory meeting for all licensure students at 3pm on September 3rd in Waterman 427A at which you will receive information about the details of your program completion. If for some reason you are not able to attend the meeting in person we can set up video conferencing for you to attend virtually. Let me know as soon as possible if you will not be available in person or online, so that we can determine the options that would work best for you.
-Sean

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PGP: <http://www.uvm.edu/~smhurley/PubkeyHurley.asc>

Subject: Re: News from the EDLP Master's Program

Date: Tuesday, September 3, 2019 at 3:28:23 PM Eastern Daylight Time

From: Olivia Kane <olivia.kane13@gmail.com>

To: Kieran Killeen <Kieran.Killeen@uvm.edu>

CC: Sean Hurley <Sean.Hurley@uvm.edu>, Roman Vogel <rgvogel@uvm.edu>

Hi Kieran,

Thank you so much for getting back to me. I greatly appreciate you taking the time to meet with me! I will reach out to Michele to schedule a time for us to speak. Enjoy the rest of your day and see you Thursday.

Best,
Olivia

On Tue, Sep 3, 2019 at 1:16 PM Kieran Killeen <Kieran.Killeen@uvm.edu> wrote:

Hello Olivia,

I was copied in on Sean's email today and am reaching out to coordinate advising with you. Moving forward all licensure students will fall under my supervision, so your note to Sean is timely. I understand that you will be teaching today and unable to attend the general information meeting. I would be happy to schedule some time with you in the very near future to review licensure planning information and your program of study.

The most expedient way to set a meeting together (face to face or virtually via Zoom) is by contacting Michele Guyette at michele.guyette@uvm.edu. Michele helps me with calendaring.

Faculty have been contemplating changing our involvement with licensure options for some time, mainly due to declining student interest, faculty strengths and emerging opportunities for program restructuring. When we meet, you and I will construct a course plan moving forward such that you may complete your degree in a timely manner and earn licensure. Our program email last week largely impacts those students coming behind you. Your program of study will proceed ahead as planned.

I'm sorry that you cannot make today's meeting, but in scheduling with Michele we will have a time to plan accordingly. I look forward to doing so.

Best,

Kieran

From: Sean M. Hurley <sean.hurley@uvm.edu>

Sent: Tuesday, September 3, 2019 12:59 PM

To: Olivia Kane <olivia.kane13@gmail.com>; Roman Vogel <rgvogel@uvm.edu>; Kieran Killeen <Kieran.Killeen@uvm.edu>

Subject: Re: News from the EDLP Master's Program

Hi Olivia - I'm cc'ing Dr. Kieran Killeen on this message, as he will be working with licensure students towards the completion of your programs.

Stay tuned, and rest assured we'll work something out for you.

-Sean

On 8/31/2019 12:26 PM, Olivia Kane wrote:

Hi Sean,

Unfortunately I will not be able to make it by 3pm as I will be teaching until 3:30. Is it possible for us to meet right after the meeting, around 4? I will not be able to video in because I will be with students so I want to make sure I get all necessary information that day. Please let me know as soon as possible!

Thank you,

Olivia

Sent from my iPhone

On Aug 29, 2019, at 3:58 PM, Roman Vogel <rvogel@uvm.edu> wrote:

Dear Olivia, I hope that your semester is off to a great start. I am writing to inform you that the Educational Leadership program is in the process of discontinuing its licensure strand. Rest assured that you will be able to complete your program, with an endorsement for licensure, as planned. As part of the discontinuation process, there is a mandatory meeting for all licensure students at 3pm on September 3rd in Waterman 427A at which you will receive information about the details of your program completion. If for some reason you are not able to attend the meeting in person we can set up video conferencing for you to attend virtually. Let me know as soon as possible if you will not be available in person or online, so that we can determine the options that would work best for you.

-Sean

Sean M. Hurley, Ph.D.

Associate Professor

Department of Leadership and Developmental Sciences

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Sean M. Hurley, Ph.D.

Associate Professor

Department of Leadership and Developmental Sciences

University of Vermont

499B Waterman Building

Burlington, VT 05405

(802) 870-6007

PGP: <http://www.uvm.edu/~smhurley/PubkeyHurley.asc>

From: Kieran Killeen Kieran.Killeen@uvm.edu
Subject: Another licensure student
Date: August 30, 2019 at 10:28 AM
To: Roman Vogel rgvogel@uvm.edu, Sean Hurley Sean.Hurley@uvm.edu

Sean and Roman,

Emma Fricke informed me in class last evening that she plans to pursue EL licensure as part of her masters program of study.

-Kieran

Kieran M. Killeen, Ph.D.

Associate Professor, Educational Leadership and Policy Studies

Associate Dean, Graduate and Non-Degree Programming

309 Waterman, College of Education and Social Services

University of Vermont

Burlington, Vermont 05405

Office Phone: 802-656-3250

Dean's Office: 802-656-3424

<https://www.uvm.edu/cess>

From: Kieran Killeen Kieran.Killeen@uvm.edu
Subject: Licensure program planning mtg / Save the date 9/12/19
Date: September 6, 2019 at 9:42 AM
To: David Powelson David.Powelson@uvm.edu, davidjpowelson@gmail.com, Olivia Kane olivia.kane13@gmail.com, Katie Boonshoft Katherine.Boonshoft@uvm.edu, Emma Fricke Emma.Fricke@uvm.edu
Cc: Sean Hurley Sean.Hurley@uvm.edu



David, Olivia, Katie and Emma,

Thanks for the quick scheduling last evening. We agreed to meet Thursday, 9/12 at 7:30pm in Room 539 Waterman to discuss your academic/program plans for the MED in Education Leadership. At that time, I'll have copies of the program plans available for your review and sign-off. These plans will outline the available courses in the near future. We can also discuss the general pattern of course offerings and how transfer courses may be used. This will be a typical advising meeting, with a little more emphasis on the procedures we follow for those students pursuing licensure.

Copied on this message is Sean Hurley who is the current EL Program Coordinator.

Please let me know if you have any questions.

-Kieran

Kieran M. Killeen, Ph.D.

Associate Professor, Educational Leadership and Policy Studies

Associate Dean, Graduate and Non-Degree Programming

309 Waterman, College of Education and Social Services

University of Vermont

Burlington, Vermont 05405

Office Phone: 802-656-3250

Dean's Office: 802-656-3424

<https://www.uvm.edu/cess>

From: Katie Boonshoft Katherine.Boonshoft@uvm.edu
Subject: Re: News from the EDLP Master's Program
Date: August 29, 2019 at 5:08 PM
To: Roman Vogel rgvogel@uvm.edu
Cc: Sean Hurley Sean.Hurley@uvm.edu

Dear Sean and Roman,

I will not be able to attend this meeting (in person or virtually). Please let me know how I can receive the information another way.

Thank you,

Katie Boonshoft

From: Roman Vogel
Sent: Thursday, August 29, 2019 3:58:01 PM
To: Katie Boonshoft
Cc: Roman Vogel; Sean Hurley
Subject: News from the EDLP Master's Program

Dear Katie, I hope that your semester is off to a great start. I am writing to inform you that the Educational Leadership program is in the process of discontinuing its licensure strand. Rest assured that you will be able to complete your program, with an endorsement for licensure, as planned. As part of the discontinuation process, there is a mandatory meeting for all licensure students at 3pm on September 3rd in Waterman 427A at which you will receive information about the details of your program completion. If for some reason you are not able to attend the meeting in person we can set up video conferencing for you to attend virtually. Let me know as soon as possible if you will not be available in person or online, so that we can determine the options that would work best for you.

-Sean

Sean M. Hurley, Ph.D.
Associate Professor
Department of Leadership and Developmental Sciences
University of Vermont
499B Waterman Building
Burlington, VT 05405
(802) 870-6007
sean.hurley@uvm.edu
PGP: <http://www.uvm.edu/~smhurley/PubkeyHurley.asc>

From: Kieran Killeen Kieran.Killeen@uvm.edu
Subject: FW: News from the EDLP Master's Program
Date: August 30, 2019 at 10:29 AM
To: Sean Hurley Sean.Hurley@uvm.edu

Another for your files

From: Kieran Killeen
Sent: Friday, August 30, 2019 10:28 AM
To: 'davidpowelson@gmail.com' <davidpowelson@gmail.com>; David Powelson <David.Powelson@uvm.edu>
Subject: RE: News from the EDLP Master's Program

Hello David,

I was copied in on your reply to Sean yesterday and am reaching out to coordinate advising with you. Moving forward all licensure students will fall under my supervision, so your note to Sean is timely. I would be happy to schedule some time with you in the very near future to review licensure planning information and your program of study.

The most expedient way to set a meeting together (face to face or virtually via Zoom) is by contacting Michele Guyette at michele.guyette@uvm.edu. Michele helps me with calendaring.

Faculty have been contemplating changing our involvement with licensure options for some time, mainly due to declining student interest, faculty strengths and emerging opportunities for program restructuring. When we meet, you and I will construct a course plan moving forward such that you may complete your degree in a timely manner and earn licensure. Our program email yesterday impact those students coming behind you. Your program of study will proceed ahead as planned.

I'm sorry that you cannot make Tuesday's meeting, but in scheduling with Michele we will have a time to plan accordingly. I look forward to doing so.

Best,

Kieran

----- Forwarded Message -----

Subject: Re: News from the EDLP Master's Program
Date: Thu, 29 Aug 2019 20:29:20 -0400
From: David Powelson <davidpowelson@gmail.com>
To: Roman Vogel <rgvogel@uvm.edu>
CC: David Powelson <David.Powelson@uvm.edu>, Sean Hurley <Sean.Hurley@uvm.edu>

Hi,

Thank you for the information. I work as a teacher in Montpelier, so a 3pm meeting in Burlington is not possible either physically or virtually.

I recall that we are supposed to meet for advising sometime early this semester. Would it be possible to schedule that for sometime in the next few weeks? And maybe you could fill me in on the details at that time?

Thanks,
David

On Thu, Aug 29, 2019, 3:58 PM Roman Vogel <rgvogel@uvm.edu> wrote:

Dear David, I hope that your semester is off to a great start. I am writing to inform you that the Educational Leadership program is in the process of discontinuing its licensure strand. Rest assured that you will be able to complete your program, with an endorsement for licensure, as planned. As part of the discontinuation process, there is a mandatory meeting for all licensure students at 3pm on September 3rd in Waterman 427A at which you will receive information about the details of your program completion. If for some reason you are not able to attend the meeting in person we can set up video conferencing for you to attend virtually. Let me know as soon as possible if you will not be available in person or online, so that we can determine the options that would work best for you.

-Sean

Sean M. Hurley, Ph.D.
Associate Professor
Department of Leadership and Developmental Sciences
University of Vermont
499B Waterman Building
Burlington, VT 05405
(802) 870-6007
sean.hurley@uvm.edu
PGP: <http://www.uvm.edu/~smhurley/PubkeyHurley.asc>

Sean M. Hurley, Ph.D.
Associate Professor
Department of Leadership and Developmental Sciences
University of Vermont
499B Waterman Building
Burlington, VT 05405
(802) 870-6007
PGP: <http://www.uvm.edu/~smhurley/PubkeyHurley.asc>

From: Kieran Killeen Kieran.Killeen@uvm.edu
Subject: FW: 201909-91383 (EDLP300A Leading Learning Organizations): Program Licensure Planning Meeting
Date: September 5, 2019 at 11:54 AM
To: Sean Hurley Sean.Hurley@uvm.edu



Sean.....for your records. -Kieran

From: Kieran Killeen - killeen@uvm.edu <do-not-reply@catlb-vip1.uvm.edu>
Sent: Thursday, September 5, 2019 11:51 AM
Subject: 201909-91383 (EDLP300A Leading Learning Organizations): Program Licensure Planning Meeting

Katie, Emma, Olivia and David,

During a break in this evening's class, let's plan to try and find a time to meet in the next few weeks to develop your programs of study through the masters degree. Because each of you have selected to participate in the licensure track, you will be proceeding along through coursework in a fairly aligned fashion. I'd like to have an initial group meeting where we can discuss our current course offerings, as well as those planned for 2020. Please bring you calendars so we can try and find a time together. Thanks. -Kieran

From: Michele Guyette Michele.Guyette@uvm.edu 
Subject: EDLP Master's Program Meeting
Date: September 3, 2019 at 2:03 PM
To: Emma Fricke Emma.Fricke@uvm.edu
Cc: Kieran Killeen Kieran.Killeen@uvm.edu, Roman Vogel rgvogel@uvm.edu, Sean Hurley Sean.Hurley@uvm.edu

Hello Emma,

Here is an invitation to attend the Zoom meeting.

Topic: EDLP Master's Program Meeting
Time: Sep 3, 2019 03:00 PM Eastern Time (US and Canada)

Join Zoom Meeting
<https://zoom.us/j/858925405>

One tap mobile
+16465588656,,858925405# US (New York)
+17207072699,,858925405# US (Denver)

Dial by your location
+1 646 558 8656 US (New York)
+1 720 707 2699 US (Denver)
Meeting ID: 858 925 405
Find your local number: <https://zoom.us/u/adOGKrtZfi>

Michele

Making  Difference

Michele Guyette

Assistant to the Associate Deans
College of Education & Social Services (CESS), University of Vermont
309 Waterman Bldg., 85 So. Prospect St., Burlington VT 05405
V 802.656.0481 | F 802.656.0855
www.uvm.edu/cess



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From: Kieran Killeen Kieran.Killeen@uvm.edu
Subject: FW: News from the EDLP Master's Program
Date: August 30, 2019 at 10:29 AM
To: Sean Hurley Sean.Hurley@uvm.edu

Sean... for your files.

From: Kieran Killeen
Sent: Friday, August 30, 2019 10:24 AM
To: Katie Boonshoft <Katherine.Boonshoft@uvm.edu>
Subject: FW: News from the EDLP Master's Program

Hello Katie,

I was copied in on your reply to Sean yesterday and am reaching out to coordinate advising with you. Moving forward all licensure students will fall under my supervision, so your note to Sean is timely. I would be happy to schedule some time with you in the very near future to review licensure planning information and your program of study.

The most expedient way to set a meeting together (face to face or virtually via Zoom) is by contacting Michele Guyette at michele.guyette@uvm.edu. Michele helps me with calendaring.

Faculty have been contemplating changing our involvement with licensure options for some time, mainly due to declining student interest, faculty strengths and emerging opportunities for program restructuring. When we meet, you and I will construct a course plan moving forward such that you may complete your degree in a timely manner and earn licensure. Our program email yesterday impact those students coming behind you. Your program of study will proceed ahead as planned.

I'm sorry that you cannot make Tuesday's meeting, but in scheduling with Michele we will have a time to plan accordingly. I look forward to doing so.

Best,

Kieran

----- Forwarded Message -----

Subject:Re: News from the EDLP Master's Program
Date:Thu, 29 Aug 2019 17:08:01 -0400
From:Katie Boonshoft <Katherine.Boonshoft@uvm.edu>
To:Roman Vogel <rgvogel@uvm.edu>
CC:Sean Hurley <Sean.Hurley@uvm.edu>

Dear Sean and Roman,

I will not be able to attend this meeting (in person or virtually). Please let me know how I can receive the information another way.

Thank you,

Katie Boonshoft

From: Roman Vogel

Sent: Thursday, August 29, 2019 3:58:01 PM

To: Katie Boonshoft

Cc: Roman Vogel; Sean Hurley

Subject: News from the EDLP Master's Program

Dear Katie, I hope that your semester is off to a great start. I am writing to inform you that the Educational Leadership program is in the process of discontinuing its licensure strand. Rest assured that you will be able to complete your program, with an endorsement for licensure, as planned. As part of the discontinuation process, there is a mandatory meeting for all licensure students at 3pm on September 3rd in Waterman 427A at which you will receive information about the details of your program completion. If for some reason you are not able to attend the meeting in person we can set up video conferencing for you to attend virtually. Let me know as soon as possible if you will not be available in person or online, so that we can determine the options that would work best for you.

-Sean

Sean M. Hurley, Ph.D.

Associate Professor

Department of Leadership and Developmental Sciences

University of Vermont

499B Waterman Building

Burlington, VT 05405

(802) 870-6007

sean.hurley@uvm.edu

PGP: <http://www.uvm.edu/~smhurley/PubkeyHurley.asc>

From: Kieran Killeen Kieran.Killeen@uvm.edu
Subject: FW: Program Withdrawal
Date: September 23, 2019 at 10:20 AM
To: Roman Vogel rgvogel@uvm.edu, Sean Hurley Sean.Hurley@uvm.edu

FYI Sean....-K

From: Kieran Killeen
Sent: Monday, September 23, 2019 9:48 AM
To: xcampaz <Xavier.Campaz@uvm.edu>
Subject: RE: Program Withdrawal

Hi Xavier,

This is sad news on my end, but I respect your decision and do wish for the best for you. Would you be up for a lunch in the very near future to chat about your plans this term and next? I'd still like to support you moving forward, in any capacity.

Do you have some dates and time that work?

Looking forward to seeing you soon.

Kieran

From: xcampaz <Xavier.Campaz@uvm.edu>
Sent: Monday, September 23, 2019 9:38 AM
To: Kieran Killeen <Kieran.Killeen@uvm.edu>; Roman Vogel <rgvogel@uvm.edu>
Subject: Program Withdrawal

Dear Kieran Killeen and Roman Vogel,

I regret to inform you that I have decided to withdraw from the Educational Leadership Degree Program. I have made this decision with regards to my mental health and the necessity for me to graduate this May and move forward from Vermont.

I thank you for your kindness, support and understanding of the past several months. Thank you.

Best Regards,
Xavier Mansa Campaz

Subject: Re: News from the EDLP Master's Program
Date: Thursday, August 29, 2019 at 8:29:20 PM Eastern Daylight Time
From: David Powelson <davidjpowelson@gmail.com>
To: Roman Vogel <rgvogel@uvm.edu>
CC: David Powelson <David.Powelson@uvm.edu>, Sean Hurley <Sean.Hurley@uvm.edu>

Hi,

Thank you for the information. I work as a teacher in Montpelier, so a 3pm meeting in Burlington is not possible either physically or virtually.

I recall that we are supposed to meet for advising sometime early this semester. Would it be possible to schedule that for sometime in the next few weeks? And maybe you could fill me in on the details at that time?

Thanks,
David

On Thu, Aug 29, 2019, 3:58 PM Roman Vogel <rgvogel@uvm.edu> wrote:

Dear David, I hope that your semester is off to a great start. I am writing to inform you that the Educational Leadership program is in the process of discontinuing its licensure strand. Rest assured that you will be able to complete your program, with an endorsement for licensure, as planned. As part of the discontinuation process, there is a mandatory meeting for all licensure students at 3pm on September 3rd in Waterman 427A at which you will receive information about the details of your program completion. If for some reason you are not able to attend the meeting in person we can set up video conferencing for you to attend virtually. Let me know as soon as possible if you will not be available in person or online, so that we can determine the options that would work best for you.

-Sean

Sean M. Hurley, Ph.D.

Associate Professor

Department of Leadership and Developmental Sciences

University of Vermont

499B Waterman Building

Burlington, VT 05405

(802) 870-6007

sean.hurley@uvm.edu

PGP: <http://www.uvm.edu/~smhurley/PubkeyHurley.asc>

Subject: Re: News from the EDLP Master's Program
Date: Friday, August 30, 2019 at 10:37:30 AM Eastern Daylight Time
From: Stephen Rand <srand@huusd.org>
To: Roman Vogel <rgvogel@uvm.edu>
CC: Sean.Hurley <Sean.Hurley@uvm.edu>

Good Morning,

I am writing to make you aware that I will be leaving the Ed Leadership Program at UVM. I love my alma mater but balancing family and work is more important, and I am concerned the program will jeopardize that delicate balance. Plus, I am not entirely sure the program is a good fit for me. I enjoy smaller, more intimate classes that do not rely on traditional exams.

Please let me know who I need to contact to announce my official withdrawal from the program.

Thanks For Your Time,
Steve

On Thu, Aug 29, 2019 at 3:57 PM Roman Vogel <rgvogel@uvm.edu> wrote:

Dear Stephen, I hope that your semester is off to a great start. I am writing to inform you that the Educational Leadership program is in the process of discontinuing its licensure strand. Rest assured that you will be able to complete your program, with an endorsement for licensure, as planned. As part of the discontinuation process, there is a mandatory meeting for all licensure students at 3pm on September 3rd in Waterman 427A at which you will receive information about the details of your program completion. If for some reason you are not able to attend the meeting in person we can set up video conferencing for you to attend virtually. Let me know as soon as possible if you will not be available in person or online, so that we can determine the options that would work best for you.

-Sean

Sean M. Hurley, Ph.D.

Associate Professor

Department of Leadership and Developmental Sciences

University of Vermont

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Burlington, VT 05405

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sean.hurley@uvm.edu

PGP: <http://www.uvm.edu/~smhurley/PubkeyHurley.asc>

Appendix D- Complete Programs of Study, signed by students and their academic advisers

EDUCATIONAL LEADERSHIP GRADUATE DEGREE PROGRAM OUTLINE FOR LICENSURE CANDIDATES

General Student Information

David Powelson	
Name	UVM Network ID
2019	TBD
Date of Matriculation	Date of Completion
931-625-0259	MED
Preferred and Emergency Phone:	Degree Sought:
	Licensure
Other Phone:	Program Strand:
davidjpowelson@gmail.com	Kieran Killeen
Preferred E-mail:	Advisor:

Coursework

Core Courses (15 credits)	Typical Offering*	Plan to take	Notes
EDLP 300: Leading Learning Organizations	Fall	Fall 2019	
EDLP 310: Effecting & Managing Change	Fall		
EDLP 320: Collaborative Consultation	Spring	Fall 2019	
EDFS 340: Applied Data Analysis for Decision Making	Fall/Sum		
EDLP 380: Inequality of Education	Spring		

EDLP 390: Internship (Scheduled sem. ahead of time)	All		
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* Course Offering dates are subject to change based on faculty availability and program needs.

Required Licensure Courses (15 credits) These courses are required for administrative licensure	Typical Offering	Notes
EDLP 268: Education Law	TBD	
EDLP 333: Education Finance & Policy	Summer 20	
EDLP 335: Staff Evaluation & Development	TBD	
EDLP 336: Curriculum Leadership	TBD	
EDLP 365: Policy to Practice	TBD	

Transfer Courses (up to 9 credits)	Sem/Year	College

Transfer Courses: Students must petition to their program advisor for approval of all transfer credits. All transfer credits must abide by Graduate College requirements, including obtaining an official transcript. A copy of the transfer policy is in the *EDLP Student Handbook*.

EDUCATIONAL LEADERSHIP GRADUATE DEGREE PROGRAM OUTLINE FOR LICENSURE CANDIDATES

Internship (6 credits). Students must submit an "Intent to Complete Internship" form to their advisor for approval the semester prior to beginning their internship. A signed copy must be on file. A blank form is in the *Educational Leadership Student Handbook*. In addition, guidelines for completing the Internship are in the *Educational Leadership Internship Manual* found in the *EDLP Student Handbook*.

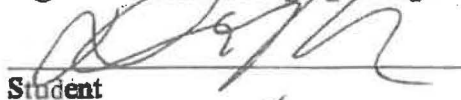
Focus and Plan for Action Research Inquiry: The Action Research Project may be incorporated into course material, internships, or taken as an independent study course. Detailed guidelines for completing your A.R.P. are included in your *Student Handbook*.

Focus of Project:
Plan for Completion:

Advisor's Meeting Notes

Notes regarding discontinuation of the licensure program. New licensure candidates met with their advisor, Kieran Killeen, on 9/12/19 to discuss the EDLP program and the recent decision to phase out the degree pathway related to licensure. At that time students were informed of the Program's commitment to their planned studies, typical course offerings/schedule, as well as information related to the completion of the two semester Internship and Portfolio requirements. KMK informed students that the EDLP program had received special dispensation from the UVM Graduate College which may allow for greater than 9 credit hours of coursework transfer into the Program, in order to facilitate their needs to complete the program. Students were informed of Core and Licensure course offerings through Summer 2020 and agreed to meet regularly with their advisor to work on their program of study. Ongoing Program Plan Notes:
--

Signature acknowledging receipt of this program planning document.


Student

10/3/2019
Date


Advisor

10/8/19
Date

EDUCATIONAL LEADERSHIP GRADUATE DEGREE PROGRAM OUTLINE FOR LICENSURE CANDIDATES

General Student Information

Emma Fricke	953692679
Name	UVM Network ID
2019	TBD
Date of Matriculation	Date of Completion
Aug 2019	MED
Preferred and Emergency Phone:	Degree Sought:
518-268-8427	Licensure
Other Phone:	Program Strand:
emma.fricke@uvm.edu	Kieran Killeen
Preferred E-mail:	Advisor:

Coursework

Core Courses (15 credits)	Typical Offering*	Plan to take	Notes
EDLP 300: Leading Learning Organizations	Fall	Fall 2019	
EDLP 310: Effecting & Managing Change	Spring	Spring 2020	
EDLP 320: Collaborative Consultation	Spring	Fall 2019	
EDFS 340: Applied Data Analysis for Decision Making	Fall/Sum		
EDLP 380: Inequality of Education	Spring	Spring 2020	

EDLP 390: Internship (Scheduled sem. ahead of time)	All		
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* Course Offering dates are subject to change based on faculty availability and program needs.

Required Licensure Courses (15 credits) These courses are required for administrative licensure	Typical Offering	Notes
EDLP 268: Education Law	TBD	
EDLP 333: Education Finance & Policy	Summer 20	take summer 2020
EDLP 335: Staff Evaluation & Development	TBD	
EDLP 336: Curriculum Leadership	TBD	
EDLP 365: Policy to Practice	TBD	

Transfer Courses (up to 9 credits)	Sem/Year	College

Transfer Courses: Students must petition to their program advisor for approval of all transfer credits. All transfer credits must abide by Graduate College requirements, including obtaining an official transcript. A copy of the transfer policy is in the *EDLP Student Handbook*.

EDUCATIONAL LEADERSHIP GRADUATE DEGREE PROGRAM OUTLINE FOR LICENSURE CANDIDATES

Internship (6 credits). Students must submit an "Intent to Complete Internship" form to their advisor for approval the semester prior to beginning their internship. A signed copy must be on file. A blank form is in the *Educational Leadership Student Handbook*. In addition, guidelines for completing the Internship are in the *Educational Leadership Internship Manual* found in the *EDLP Student Handbook*.

Focus and Plan for Action Research Inquiry: The Action Research Project may be incorporated into course material, internships, or taken as an independent study course. Detailed guidelines for completing your A.R.P. are included in your *Student Handbook*.

Focus of Project:
Plan for Completion:

Advisor's Meeting Notes

Notes regarding discontinuation of the licensure program.

New licensure candidates met with their advisor, Kieran Killeen, on 9/12/19 to discuss the EDLP program and the recent decision to phase out the degree pathway related to licensure. At that time students were informed of the Program's commitment to their planned studies, typical course offerings/schedule, as well as information related to the completion of the two semester Internship and Portfolio requirements. KMK informed students that the EDLP program had received special dispensation from the UVM Graduate College which may allow for greater than 9 credit hours of coursework transfer into the Program, in order to facilitate their needs to complete the program. Students were informed of Core and Licensure course offerings through Summer 2020 and agreed to meet regularly with their advisor to work on their program of study.

Ongoing Program Plan Notes:

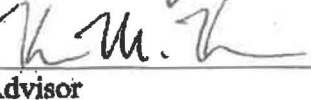
Signature acknowledging receipt of this program planning document.



Student

10/03/19

Date



Advisor

10/8/19

Date

EDUCATIONAL LEADERSHIP GRADUATE DEGREE PROGRAM OUTLINE FOR LICENSURE CANDIDATES

General Student Information

Olivia Kane	953 23373
Name	UVM Network ID
2019	TBD
Date of Matriculation	Date of Completion
603-521-4281	MED
Preferred and Emergency Phone:	Degree Sought: Licensure
Other Phone:	Program Strand: Kieran Killeen
okane@uvm.edu	Advisor:
Preferred E-mail:	

Coursework

Core Courses (15 credits)	Typical Offering*	Plan to take	Notes
EDLP 300: Leading Learning Organizations	Fall	Fall 2019	
EDLP 310: Effecting & Managing Change	Sp. Fall	Fall 2020	Spring 2020 → TH @ 4:05
EDLP 320: Collaborative Consultation	Spring	Fall 2019	
EDFS 340: Applied Data Analysis for Decision Making	Fall/Sum	Summer 2020	
EDLP 380: Inequality of Education	Spring	Spring 2020 → TUES. @ 4:35	
EDLP 390: Internship (Scheduled sem. ahead of time)	All		

* Course Offering dates are subject to change based on faculty availability and program needs.

Required Licensure Courses (15 credits) These courses are required for administrative licensure	Typical Offering	Notes
EDLP 268: Education Law	TBD	
EDLP 333: Education Finance & Policy	Summer 20	Sum. 2019
EDLP 335: Staff Evaluation & Development	TBD	
EDLP 336: Curriculum Leadership	TBD	
EDLP 365: Policy to Practice	TBD	

Transfer Courses (up to 9 credits)	Sem/Year	College

Transfer Courses: Students must petition to their program advisor for approval of all transfer credits. All transfer credits must abide by Graduate College requirements, including obtaining an official transcript. A copy of the transfer policy is in the *EDLP Student Handbook*.

EDUCATIONAL LEADERSHIP GRADUATE DEGREE PROGRAM OUTLINE FOR LICENSURE CANDIDATES

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Focus and Plan for Action Research Inquiry: The Action Research Project may be incorporated into course material, internships, or taken as an independent study course. Detailed guidelines for completing your A.R.P. are included in your *Student Handbook*.

Focus of Project:
Plan for Completion:

Advisor's Meeting Notes

Notes regarding discontinuation of the licensure program.

New licensure candidates met with their advisor, Kieran Killeen, on 9/12/19 to discuss the EDLP program and the recent decision to phase out the degree pathway related to licensure. At that time students were informed of the Program's commitment to their planned studies, typical course offerings/schedule, as well as information related to the completion of the two semester Internship and Portfolio requirements. KMK informed students that the EDLP program had received special dispensation from the UVM Graduate College which may allow for greater than 9 credit hours of coursework transfer into the Program, in order to facilitate their needs to complete the program. Students were informed of Core and Licensure course offerings through Summer 2020 and agreed to meet regularly with their advisor to work on their program of study.

Ongoing Program Plan Notes:

Signature acknowledging receipt of this program planning document.

Okane
Student

10/3/19
Date

K.M.K.
Advisor

10/8/19
Date

EDUCATIONAL LEADERSHIP GRADUATE DEGREE PROGRAM OUTLINE FOR LICENSURE CANDIDATES

General Student Information

KATIE BOONSHOFT Name	957847888 UVM Network ID
2019 Date of Matriculation	TBD Date of Completion
(914) 260-5355 Preferred and Emergency Phone:	MED Degree Sought: Licensure
— Other Phone:	Program Strand: Kieran Killeen
katherine.boonshoft@uvm.edu Preferred E-mail:	Advisor:

Coursework

Core Courses (15 credits)	Typical Offering*	Plan to take	Notes
EDLP 300: Leading Learning Organizations	Fall	Fall 2019	
EDLP 310: Effecting & Managing Change	SP Fall	SP 2020	
EDLP 320: Collaborative Consultation	Spring	SP 2019	
EDFS 340: Applied Data Analysis for Decision Making	Fall/Sum		
EDLP 380: Inequality of Education	Spring		

EDLP 390: Internship (Scheduled sem. ahead of time)	All		
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* Course Offering dates are subject to change based on faculty availability and program needs.

Required Licensure Courses (15 credits) These courses are required for administrative licensure	Typical Offering	Notes
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EDLP 335: Staff Evaluation & Development	TBD	
EDLP 336: Curriculum Leadership	TBD	
EDLP 365: Policy to Practice	TBD	

Transfer Courses (up to 9 credits)	Sem/Year	College

Transfer Courses: Students must petition to their program advisor for approval of all transfer credits. All transfer credits must abide by Graduate College requirements, including obtaining an official transcript. A copy of the transfer policy is in the *EDLP Student Handbook*.

EDUCATIONAL LEADERSHIP GRADUATE DEGREE PROGRAM OUTLINE FOR LICENSURE CANDIDATES

Internship (6 credits). Students must submit an "Intent to Complete Internship" form to their advisor for approval the semester prior to beginning their internship. A signed copy must be on file. A blank form is in the *Educational Leadership Student Handbook*. In addition, guidelines for completing the Internship are in the *Educational Leadership Internship Manual* found in the *EDLP Student Handbook*.

Focus and Plan for Action Research Inquiry: The Action Research Project may be incorporated into course material, internships, or taken as an independent study course. Detailed guidelines for completing your A.R.P. are included in your *Student Handbook*.

Focus of Project:

Plan for Completion:

Advisor's Meeting Notes

Notes regarding discontinuation of the licensure program.

New licensure candidates met with their advisor, Kieran Killeen, on 9/12/19 to discuss the EDLP program and the recent decision to phase out the degree pathway related to licensure. At that time students were informed of the Program's commitment to their planned studies, typical course offerings/schedule, as well as information related to the completion of the two semester Internship and Portfolio requirements. KMK informed students that the EDLP program had received special dispensation from the UVM Graduate College which may allow for greater than 9 credit hours of coursework transfer into the Program, in order to facilitate their needs to complete the program. Students were informed of Core and Licensure course offerings through Summer 2020 and agreed to meet regularly with their advisor to work on their program of study.

Ongoing Program Plan Notes:

Signature acknowledging receipt of this program planning document.

[Signature]
Student

10/3/2019
Date

[Signature]
Advisor

10/8/19
Date

EDUCATIONAL LEADERSHIP GRADUATE DEGREE PROGRAM OUTLINE FOR LICENSURE CANDIDATES

General Student Information

Jessica Riley	953376993
Name	UVM Network ID
2019	TBD
Date of Matriculation	Date of Completion
203 913 5705	MED
Preferred and Emergency Phone:	Degree Sought:
N/A	Licensure
Other Phone:	Program Strand:
Jessica.riley618@gmail.com	Kieran Killeen
Preferred E-mail:	Advisor:

Coursework

Thursdays
405-705

Core Courses (15 credits)	Typical Offering*	Plan to take	Notes
EDLP 300: Leading Learning Organizations	Fall	Fall 2019	
EDLP 310: Effecting & Managing Change.	Spring	Spring 2020	
EDLP 320: Collaborative Consultation	Spring	Spring 19	
EDFS 340: Applied Data Analysis for Decision Making	Fall/Sum	Summer 2019	
EDLP 380: Inequality of Education	Spring	Spring 19	
EDLP 390: Internship (Scheduled sem. ahead of time)	All		

* Course Offering dates are subject to change based on faculty availability and program needs.

Required Licensure Courses (15 credits)	Typical Offering	Notes
These courses are required for administrative licensure		
EDLP 268: Education Law	TBD	
EDLP 333: Education Finance & Policy	Summer 20	
EDLP 335: Staff Evaluation & Development	TBD	
EDLP 336: Curriculum Leadership	TBD	
EDLP 365: Policy to Practice	TBD	

Transfer Courses (up to 9 credits)	Sem/Year	College

Transfer Courses: Students must petition to their program advisor for approval of all transfer credits. All transfer credits must abide by Graduate College requirements, including obtaining an official transcript. A copy of the transfer policy is in the *EDLP Student Handbook*.

UPDATED _____

Revised 9/25/2019

EDUCATIONAL LEADERSHIP GRADUATE DEGREE PROGRAM OUTLINE FOR LICENSURE CANDIDATES

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Focus of Project:
Plan for Completion:

Advisor's Meeting Notes

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Signature acknowledging receipt of this program planning document.

Student

10/3/19

Date

Advisor

10/8/19,

Date

Appendix E - Letter articulating degree timeline for principal licensure endorsement from UVM, signed by students.



The
UNIVERSITY
of **VERMONT**


Department of Leadership and Developmental Sciences
College of Education and Social Services

To: EL Masters Candidates (EL Licensure Track)
From: Kieran Killeen, Licensure Program Advisor
Sean Hurley, Education Leadership Program Coordinator
Re: Time to Degree / Licensure Track Closure Timeline
Date: December 3, 2019

Our program has been in correspondence with the Vermont State Agency of Education(AOE) regarding the close out of the principal licensure track of our masters program. We all have met several times about this change as part of the Program Planning process.

Very recently the State has asked that we confirm with our students about the specific close out timeline for the degree program. We selected August 2022 as the final closeout of the degree program. We selected this timeline as it is somewhat longer than the average time needed to complete our masters program on a part time basis.

As part of the paperwork process, the AOE would like us to have each student sign an additional document attesting that they are aware that if they do not complete the program by August of 2022 (our planned program closure date), they will not get the UVM recommendation for Principal endorsement. This memorandum serves as that notice and requests your confirmation of this understanding.

 Emma Fricke

Student Name / Date



Kieran M. Killeen / Date

 / 12/3/19

Sean Hurley/Date

Higher Education & Student Affairs
Interdisciplinary Studies Program
208 Mann Hall
208 Colchester Avenue
Burlington, VT 05405
Ph: (802) 656-2030
Fax: (802) 656-3173

Human Development &
Family Studies
C-150 Living/Learning Complex
633 Main Street
Burlington, VT 05405
Ph: (802) 656-4050
Fax: (802) 656-2687

Leadership & Policy Studies
Foundations of Education
499 Waterman Building
85 South Prospect Street
Burlington, VT 05405
Ph: (802) 656-2936
Fax: 802-656-2702

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Boonshoft
KATHERINE BOONSHOFT 12/5/19

Student Name / Date

K.M.K.

Kieran M. Killeen / Date

Sean M. H. 12/5/19

Sean Hurley/Date

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Handwritten signature: olivia kane
Handwritten signature: OliviaKane 12/5/19

Student Name / Date

Handwritten signature: K.M.K.

Kieran M. Killeen / Date

Handwritten signature: Sean Hurley 12/3/19

Sean Hurley/Date

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[Handwritten signature] 12/5/19 / Jessica Riley
Student Name / Date

[Handwritten signature]
Kieran M. Killeen / Date

[Handwritten signature] 12/3/19
Sean Hurley/Date

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Handwritten signature of David Povelson and date 12/5/19. Below the signature is the text 'David Povelson Student Name / Date'.

Handwritten signature of Kieran M. Killeen and date. Below the signature is the text 'Kieran M. Killeen / Date'.

Handwritten signature of Sean M. Hurley and date 12/3/19. Below the signature is the text 'Sean Hurley/Date'.

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