

**Department: Educational Leadership and Counseling**

**Program: Higher Education Administration Leadership (HEAL) Transcribed Certificate Program**

Skill Set	Professional Application	Delivery of Skill Set Courses, extracurricular activities, etc. in which the skill set is introduced (I), reinforced (R), or mastered (M)
Direct administrative or support services.	<p>Students will be able to:</p> <ol style="list-style-type: none"> <li>1. demonstrate and build capacity for leadership in student personnel services roles</li> <li>2. demonstrate leadership and adaptability to cope with the stress and conflict arising from change in the educational arena</li> <li>3. articulate the core values and practices of leadership required at varying organizational levels</li> <li>4. apply organizational, decision-making, and problem-solving skills to ensure an effective learning environment</li> <li>5. Identify, describe, and explain the role of specific administrative areas</li> <li>6. Describe the influence of both culture and tradition in the efficient operation and strategic directions of academic leaders</li> <li>7. To foster a clear understanding of individual contribution to overall management within higher education;</li> <li>8. To foster interpersonal communication skills</li> </ol>	<p><u>HEAL 6325</u>: Student Personnel Services in Higher Education (M)</p> <p><u>HEAL 6336</u>: Teaching and Research in Higher Education (I)</p> <p><u>HEAL 6326</u>: Curriculum and Program Planning in Higher Education (R)</p> <p><u>HEAL 6327</u>: Higher Education Administration (M)</p> <p><u>HEAL 6328</u>: Strategic Enrollment Leadership (R)</p> <p><u>HEAL 6338</u>: Legal and Ethical Issues (R)</p>

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Manage and evaluate employees' performance.	Students will be able to: <ol style="list-style-type: none"> <li>1. identify, describe, and explain the role of specific administrative areas</li> <li>2. demonstrate and build capacity for leadership in student personnel services roles</li> <li>3. recognize and adapt to changes in the field and in the needs of college students</li> <li>4. articulate the core values and practices of leadership required at varying organizational levels</li> <li>5. apply organizational, decision-making, and problem-solving skills to ensure an effective learning environment</li> <li>6. describe the influence of both culture and tradition in the efficient operation and strategic directions of academic leaders</li> <li>7. foster a clear understanding of individual contribution to overall management within higher education</li> <li>8. foster interpersonal communication skills</li> </ol>	<u>HEAL 6325</u> : Student Personnel Services in Higher Education (M)  <u>HEAL 6336</u> : Teaching and Research in Higher Education (I)  <u>HEAL 6326</u> : Curriculum and Program Planning in Higher Education (R)  <u>HEAL 6327</u> : Higher Education Administration (M)  <u>HEAL 6328</u> : Strategic Enrollment Leadership (R)  <u>HEAL 6338</u> : Legal and Ethical Issues (R)
Develop and recommend educational goals, standards, policies, or procedures.	Students will be able to: <ol style="list-style-type: none"> <li>1. articulate the core values and practices of leadership required at varying organizational levels</li> <li>2. apply organizational decision-making, and problem-solving skills to ensure an effective learning environment.</li> <li>3. describe the influence of both culture and tradition in the efficient operation and strategic directions of academic leaders</li> </ol>	<u>HEAL 6325</u> : Student Personnel Services in Higher Education (I)  <u>HEAL 6336</u> : Teaching and Research in Higher Education (I)  <u>HEAL 6326</u> : Curriculum and Program Planning in Higher Education (R)  <u>HEAL 6327</u> : Higher Education Administration (R)  <u>HEAL 6328</u> : Strategic Enrollment Leadership (R)  <u>HEAL 6338</u> : Legal and Ethical Issues (I)
Make ethical, legal, and fiscal decisions.	Students will be able to: <ol style="list-style-type: none"> <li>1. describe the influence of historic legislation on current organization of higher education institutions and articulate the core values in the relation between administrators, faculty and students as they relate to legal and ethical issues</li> <li>2. articulate the core values and practices of leadership required at varying organizational levels and connect the current best practices with sound and pervasive bodies of theory</li> </ol>	<u>HEAL 6325</u> : Student Personnel Services in Higher Education (R)  <u>HEAL 6336</u> : Teaching and Research in Higher Education (I)  <u>HEAL 6326</u> : Curriculum and Program Planning in Higher Education (R)  <u>HEAL 6327</u> : Higher Education Administration (R)  <u>HEAL 6328</u> : Strategic Enrollment Leadership (R)  <u>HEAL 6338</u> : Legal and Ethical Issues (M)

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Teach and conduct research in a higher educational setting.	<p>Students will be able to:</p> <ol style="list-style-type: none"> <li>1. Apply theory and analyze research findings and practices for curricula design and instruction in the higher education environment.</li> <li>2. understand the multiple roles of faculty in higher education in regard to teaching, research, service, and special projects.</li> <li>3. identify and provide evidence for a problem-based research topic, state a research purpose mentioning methodology and population or sample, compose a research question to address the research purpose, and develop a synthesized summary of literature related to the research problem</li> <li>4. Describe the influence of both culture and tradition in the pursuit of research and teaching in higher education.</li> </ol>	<p><u>HEAL 6325</u>: Student Personnel Services in Higher Education (I)</p> <p><u>HEAL 6336</u>: Teaching and Research in Higher Education (M)</p> <p><u>HEAL 6326</u>: Curriculum and Program Planning in Higher Education (R)</p> <p><u>HEAL 6327</u>: Higher Education Administration (R)</p> <p><u>HEAL 6328</u>: Strategic Enrollment Leadership (R)</p> <p><u>HEAL 6338</u>: Legal and Ethical Issues (R)</p>