

**FS P&BC Review (02/27/2025) on proposed
Graduate Certificate (EMS) in Elementary Math Specialist in CEHD**

Overview (from EMS Proposal Summary):

The Elementary Mathematics Specialist (EMS) Graduate Certificate is the same as the current EMS non-degree endorsement. With adherence to the NCTM standards for Elementary Teachers and the AMTE standards for Elementary Mathematics Specialists, the program provides multiple experiences for candidates to learn in collaboration with classroom teachers, administrators, students, and local and professional communities.

The learning outcomes for the Graduate Certificate in the Elementary Math Specialist program are as follows:

1. Program is designed to enhance teachers' knowledge and skills in teaching mathematics, as well as prepare them as leaders to support mathematics instruction in schools and districts; gain knowledge in teaching mathematics developmentally, effective mathematics teaching practices, supporting students' mathematical fluency, and effective mathematics.
2. Support candidates (advanced practitioners) in using mathematics coaching to improve teaching, learning, and student achievement in mathematics.

This proposal does not create a new program; instead, the goal is to change the program type within the UofL infrastructure (transition an existing non-degree endorsement program into one in which students earn a graduate certificate). Currently, students are not registered under a specific plan code and their retention and completion rates cannot be accurately tracked. Moving the endorsement into a formal graduate certificate will address these concerns, improve reporting accuracy to our accreditors (CAEP and EPSB), and provide students access to financial aid.

This certificate will be offered as a fully on-line program that requires Certificate students to complete 15 credit hours of 500-level graduate course work over a 2-year period.

Aspects (from Budget spreadsheet and Proposal narrative):

The tuition is based on the 75% of the graduate tuition for graduate students, which is \$622/credit hour. So, the per-credit-hour amount of \$466.50/credit hour to calculate curriculum. Class size is set at 20 students, with a wait list of 5 (i.e., enrollment is capped at 25 students/course). Each year, Year 1 students take 9 hours (3 courses) and Year 2 students take (6 hours). In Year 1 we have 20 New students (20 x 9 hours x \$466.50); Year 2 we will have 25 New Students taking 9 hours (25 x 9 x \$466.50), plus 20 existing students (yr 1 starters) taking 6 hours (20 x 6 x \$466.50); Year 3 we will have 30 New students taking 9 hour (30 x 9 x \$466.50), plus 25 Existing Students take 6 hours (25 x 6 x \$466.50) ; Year 4 we will have 35 New students taking 9 hours: (35 x 9 x \$466.50), plus 30 Existing students taking 6 hours (30 x 6 x \$466.50); Year 5 we will have 40 teachers taking 9 hours: (40 x 9 x \$466.50), plus 35 enrollees taking 6 hours (35 x 6 x \$466.50).

These estimates are based on an estimated term faculty salary of \$65,000 (with 1.28 fringe) and Part Time Lecturer (PTL) rate \$3800. In 1st Year, we anticipate one course taught by PTL (\$3800) + 2 courses by full time term faculty (.2)(65,000)(1.28). In 2nd year and 3rd year, we will have 5 courses, 1 taught by PTLs (\$3,800) and 4 taught by term faculty (0.4 x \$65,000 x 1.28). In the 4th and 5th year, we anticipate having enough students for 2 sections of some courses. In the 4th year, we will have 8 total sections, with 2 taught by PTLs and 6 taught by full time term faculty (.6 x \$65,000 x 1.28). In the 5th year, we will have 10 total sections, of which 2 will be taught by a PTL and 8 will be taught by a full-time term faculty. Because 8 courses is a full load, we have calculated year 5 as 100% of a full time term faculty salary.

The proposed expense budget has little if any new marketing expense since this is operating currently as a KY state endorsement credential which will incur no new marketing in becoming a UofL certificate credential. Other expense includes 10% of existing full-time staff for Year 1 and 2 (0.1 x 70,000 x 1.28 = \$8,960) and based on anticipated enrollment growth, 20% of existing full-time staff for Year 3, 4, and 5 (0.2 x 70,000 x 1.28 = \$17,920).

Financial Assessment:

This is a currently operating profitable KY Endorsement credential program taught by UofL CEHD. This conversion to a UofL Certificate Credential will enhance UofL visibility and reputation while continuing as a profitable program with little risk of becoming a cost center.

Pat

Patrick D. Harris, PhD

Chair of the FS Planning & Budget Committee

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