

EDUC B-EDUCATIONAL ADMIN (EDB)

Course Descriptions

EDB 500 Multicult Ed in US Classroom 3 Credit Hours

The theoretical concepts from the history of education, educational research, and the social sciences will form a base for studying educational trends, issues, and reforms in our society of diverse origins and outlooks. Topics for discussion may include: issues in reform movements; social, economic, pedagogical, and ethical problems related to education; and problems and prospects in international educational competition. The focus will be on institutional problems and processes related to quality education for pupils in our multicultural society.

Restriction(s):

Can enroll if Class is Post-baccalaureate Cert only or Graduate

EDB 501 Leadership and Administration 3 Credit Hours

An overview and examination of the background and current practices and applications associated with substantive leadership and futures-oriented management of a variety of public service and nonprofit organizations. The course will provide an overview of educational administration and cover basic issues facing school administrators.

Restriction(s):

Can enroll if Class is Graduate

EDB 502 School and Community Relations 3 Credit Hours

Examines interactions of schools and their communities: citizens' role/involvement in governance of education, internal and external communication concepts and practices, politics of education, community power and pressure groups, and organizational culture and climate.

Restriction(s):

Can enroll if Level is Rackham or Graduate

Can enroll if Degree is Education Specialist, MA in Educational Leadership, Doctor of Education

EDB 503 Reading Programs: K-12 3 Credit Hours

Overview of K-12 reading programs. Examines district, building, and classroom models, program development, implementation, and assessment/evaluation. Analysis of supervisory roles and leadership alternatives. Writing and technology connections will be explored. (F, AY).

Restriction(s):

Can enroll if Class is Post-baccalaureate Cert only or Post-baccalaureate NCFD or Graduate

EDB 505 Intro to Educ Administration 3 Credit Hours

The course will provide an overview of educational administration and cover basic issues facing school administrators. It provides an introduction to the role of the school leader in contemporary educational programs and services. Students will examine opportunities in school administration and begin to develop a knowledge base for leadership in a variety of educational settings.

Restriction(s):

Can enroll if Class is Post-baccalaureate Cert only or Graduate

EDB 507 Strategic Comm for Admin 3 Credit Hours

This Internet course addresses three levels of administrative communications - individual, group and organization - and examines the concepts and skills needed to be an effective communicator. Students will develop applications emphasizing goal-oriented communications and making strategic choices in content, structure, style and delivery. An emphasis is given to the design and best use of computer technologies such as Word and PowerPoint applications. The course also covers basic ethical and legal issues of work-place communications.

Restriction(s):

Can enroll if Class is Graduate

EDB 522 Lead Advoc Admin Early Child 3 Credit Hours

This course promotes the role of the early childhood educator as a leader and advocator for young children and families. It is designed for present and future teachers, administrators and other professionals who participate in decisions relating to public policy legislation, state licensing, teacher certification, funding resources, parental involvement and other issues affecting young children and families.

Restriction(s):

Can enroll if Class is Post-baccalaureate Cert only or Graduate

Can enroll if Level is Rackham or Graduate

EDB 523 School Law 3 Credit Hours

This class will focus on important legal and regulatory issues related to public, education, and nonprofit organizations. It will consider the various court and administrative decisions which affect these. Numerous case situations will be used to facilitate the student's learning. This course includes a 30-hour clinical experience; because students may carry out assignments and activities in schools, those enrolled must complete clearance forms per the Field Placement Office website. (F, AY).

Prerequisite(s): Infect Disease/Blood Born Path with a score of 1 and Criminal Background Check with a score of 1 and Video Recording Consent with a score of 1

Restriction(s):

Can enroll if Level is Rackham or Graduate

EDB 540 School Budgeting and Finance 3 Credit Hours

Basic principles and actual practices of financial administration and accounting for state/local governments, public school systems, and nonprofit organizations, particularly budgeting and financial reporting within the context of other organizational processes and political demands and/or requirements. As one of the required seminars for the Educational Administration Certification, the case method will be employed to illustrate issues and problems of school financial administration. This course includes a 30-hour clinical experience; because students may carry out assignments and activities in schools, those enrolled must complete clearance forms per the Field Placement Office website. (W, AY).

Prerequisite(s): Infect Disease/Blood Born Path with a score of 1 and Criminal Background Check with a score of 1 and Video Recording Consent with a score of 1

Restriction(s):

Can enroll if Class is Post-baccalaureate Cert only or Graduate

EDB 560 Admin of Human Resources 3 Credit Hours

This seminar will examine human resource administration activities in public, educational and nonprofit settings. Issues such as recruiting, selection, planning, performance appraisal, contracting and collective bargaining will be related to the overall administrative activities. Emphasis will be placed on the connections between human resource issues in public, education, and nonprofit organizations. (W).

Restriction(s):

Can enroll if Class is Graduate

EDB 561 Organizational Dev and Theory 3 Credit Hours

Students will learn how organizations are structured and shaped, know what features of organizations vary and the parameters on which they vary, and be able to analyze, synthesize, and apply concepts to reduce organizational uncertainty, and to improve and regulate organization behaviors and outcomes. Attention will also focus on top down and participatory administration in organizations, and change in public, educational, and nonprofit organizations and agencies.

Restriction(s):

Can enroll if Class is Graduate

EDB 562 Labor Relat in School Settings 3 Credit Hours

The seminar will consider the impact of collective bargaining on traditional human resource administration in public, education, and nonprofit settings. It also will focus on developing an initial competency in the various activities associated with collective bargaining situations.

Prerequisite(s): PADM 560 or EDB 560

Restriction(s):

Can enroll if Class is Post-baccalaureate Cert only or Graduate

EDB 580 Info Sys and Stats for Admin 3 Credit Hours

This course will introduce MPA students to descriptive and basic inferential statistics. Participants will use microcomputers and software to perform elementary statistical analyses and to prepare presentation quality reports and graphics, making use of statistical information.

Restriction(s):

Can enroll if Class is Graduate

Cannot enroll if Level is

EDB 581 Strategic Planning, Needs Assessment, & Program Evaluation 3 Credit Hours

This course develops the strategic planning and needs assessment competencies of participants. Emphasized in the course is the "cascade" process of information gathering involving interviewing, focus groups, and surveys as applied in strategic planning. Further, this class will examine procedures for evaluating programs in public, education, and nonprofit settings. The concern will be to examine the various techniques available to determine whether a program is doing what it was intended to do. This course includes a 30-hour clinical experience; because students may carry out assignments and activities in schools, those enrolled must complete clearance forms per the Field Placement Office website. (W).

Prerequisite(s): Infect Disease/Blood Born Path with a score of 1 and Video Recording Consent with a score of 1 and Criminal Background Check with a score of 1

Restriction(s):

Can enroll if Class is Specialist or Doctorate

EDB 582 Policy Analysis & Development 3 Credit Hours

Policy formulation involves two different activities: 1) identifying and assessing alternative courses of action, i.e., deciding what, if anything, needs to be done about a problem; and 2) developing the policy, regulation or law that will carry an agreement in principle into effect. Both aspects of policy development will be covered in the course. (W, AY).

Restriction(s):

Cannot enroll if Class is

Can enroll if Level is Graduate

EDB 583 Program Evaluation 3 Credit Hours

This class will examine procedures for evaluating programs in public, education and nonprofit settings. The concern will be to examine the various techniques available to determine whether a program is doing what it was intended to do. Students will utilize various techniques in examining a variety of case situations. (W, AY).

Restriction(s):

Can enroll if Class is Graduate

EDB 586 Curriculum Deliberation and Development 3 Credit Hours

Study of teaching, learning, evaluation, and outcomes of education in relation to curriculum study and development. Focus on policy issues, utilization of research and current effective practices related to the successful articulation and implementation of curricula. This course includes a 30-hour clinical experience; because students may carry out assignments and activities in schools, those enrolled must complete clearance forms per the Field Placement Office website. (W, AY).

Prerequisite(s): Infect Disease/Blood Born Path with a score of 1 and Criminal Background Check with a score of 1 and Video Recording Consent with a score of 1

Restriction(s):

Can enroll if Class is Post-baccalaureate Cert only or Graduate

EDB 700 Multicult Educ in U.S. Classrm 3 Credit Hours

The theoretical concepts from the history of education, educational research, and the social sciences will form a base for studying educational trends, issues, and reforms in our society of diverse origins and outlooks. Topics for discussion may include: issues in reform movements; social, economic, pedagogical, and ethical problems related to education; and problems and prospects in international educational competition. The focus will be on institutional problems and processes related to quality education for pupils in our multicultural society.

Restriction(s):

Can enroll if Class is Specialist or Doctorate

EDB 701 Leadership and Administration 3 Credit Hours

An overview and examination of the background and current practices and applications associated with substantive leadership and futures-oriented management of a variety of public service and nonprofit organizations. The course will provide an overview of educational administration and cover basic issues facing school administrators.

Restriction(s):

Can enroll if Class is Specialist or Doctorate

Can enroll if College is Education, Health, and Human Services

EDB 702 School and Community Relations 3 Credit Hours

Examines interactions of schools and their communities: citizens' role/involvement in governance of education, internal and external communication concepts and practices, politics of education, community power and pressure groups, and organizational culture and climate.

Restriction(s):

Can enroll if Class is Specialist or Doctorate

EDB 705 Intro to Educ Administration 3 Credit Hours

The course will provide an overview of educational administration and cover basic issues facing school administrators. It provides an introduction to the role of the school leader in contemporary educational programs and services. Students will examine opportunities in school administration and begin to develop a knowledge base for leadership in a variety of educational settings.

Restriction(s):

Can enroll if Class is Specialist or Doctorate

EDB 720 School Administration Internship 3 Credit Hours

Through this culminating internship experience, candidates will participate in a semester-long (8–10 hours per week, totaling a minimum of 135 hours) practical experience within a K–12 district level setting. The purpose of the internship is to give the aspiring school leader an on-the-job administrative experience with a mentor in a district level environment. The intern will perform tasks in the broad areas in which administrators function and practice the skills necessary to perform those functions. In addition, the intern will engage in on-the-job training to ensure that practical experience is gained. An internship application is required for registration and must be submitted by the deadline. Refer to the Field Placement Office website for the internship application and clearance documents. (YR).

Prerequisite(s): Infect Disease/Blood Born Path with a score of 1 and Criminal Background Check with a score of 1 and Video Recording Consent with a score of 1

Restriction(s):

Cannot enroll if Level is

EDB 721 Internship in Executive Leadership & Central Office Administration 3 Credit Hours

Through this culminating internship experience, candidates will participate in a semester-long (8–10 hours per week, totaling a minimum of 135 hours) practical experience within an executive leadership or central office administration setting. The purpose of the internship is to give the aspiring executive leader an on-the-job administrative experience with a mentor in a central office, district level, or other executive leadership environment. The intern will perform tasks in the broad areas in which administrators function and practice the skills necessary to perform those functions. In addition, the intern will engage in on-the-job training to ensure that practical experience is gained. An internship application is required for registration and must be submitted by the deadline. Refer to the Field Placement Office website for the internship application and clearance documents. (YR).

Prerequisite(s): Infect Disease/Blood Born Path with a score of 1 and Criminal Background Check with a score of 1 and Video Recording Consent with a score of 1

Restriction(s):

Can enroll if Class is Specialist or Doctorate

EDB 722 Seminar in Educational Leadership 3 Credit Hours

This course explores the application of leadership theories to real-world practice within educational and nonprofit organizations. It covers the background, current practices, and future-oriented management strategies aligned with various leadership models. The course focuses on developing the competencies and behaviors necessary for organizational leaders to effectively lead, supervise, implement, and evaluate performance in diverse organizational environments. Through this examination, students will gain a deep understanding of leadership theory and its practical implications for organizational success. (F, AY).

Restriction(s):

Can enroll if Class is Specialist or Doctorate

Cannot enroll if Level is Undergraduate

Cannot enroll if Degree is

EDB 723 School Law 3 Credit Hours

This class will focus on important legal and regulatory issues related to public, education, and nonprofit organizations. It will consider the various court and administrative decisions which affect these. Numerous case situations will be used to facilitate the student's learning.

Restriction(s):

Can enroll if Class is Specialist or Doctorate

EDB 724 Executive Leadership & the Superintendency 3 Credit Hours

This course is designed to explore executive leadership roles and responsibilities common to leaders such as superintendents in public school systems. The course explores topics including challenges and conflicts confronting leaders, and the educational, political, cultural, and social influences of executive leadership. The course examines the basic functions, duties, and responsibilities facing the modern executive leader, while effectively responding to instructional leadership needs, fiscal affairs, government legislation, labor relations, and evaluation and accountability of and by the executive leader. This course includes a 30-hour clinical experience; because students may carry out assignments and activities in schools, those enrolled must complete clearance forms per the Field Placement Office website. (F).

Prerequisite(s): Infect Disease/Blood Born Path with a score of 1 and Criminal Background Check with a score of 1 and Video Recording Consent with a score of 1

Restriction(s):

Can enroll if Class is Specialist or Doctorate

EDB 740 School Budgeting & Finance 3 Credit Hours

Basic principles and actual practices of financial administration and accounting for state/local governments, public school systems, and nonprofit organizations, particularly budgeting and financial reporting within the context of other organizational processes and political demands and/or requirements. As one of the required seminars for the Educational Administration Certification, the case method will be employed to illustrate issues and problems of school financial administration.

Restriction(s):

Can enroll if Class is Specialist or Doctorate

EDB 760 Human Resources and Labor Relations in a School Setting 3 Credit Hours

This seminar will examine human resource administration activities in public, educational and nonprofit settings. Issues such as recruiting, selection, planning, performance appraisal, contracting and collective bargaining will be related to the overall administrative activities. Emphasis will be placed on the connections between human resource issues in public, education, and nonprofit organizations. Further, the seminar will consider the impact of collective bargaining on traditional human resource administration in public, education, and nonprofit settings.

Restriction(s):

Can enroll if Class is Specialist or Doctorate

EDB 762 Labor Rel in School Setting 3 Credit Hours

The seminar will consider the impact of collective bargaining on traditional human resource administration in public, education, and nonprofit settings. It also will focus on developing an initial competency in the various activities associated with collective bargaining situations.

Restriction(s):

Can enroll if Class is Specialist or Doctorate

Can enroll if College is Education, Health, and Human Services

EDB 786 Curriculum Delib and Develop 3 Credit Hours

Study of teaching, learning, evaluation, and outcomes of education in relation to curriculum study and development. Focus on policy issues, utilization of research and current effective practices related to the successful articulation and implementation of curricula.

Restriction(s):

Cannot enroll if Class is

EDB 807 Strategic Comm for Admin 3 Credit Hours

This Internet course addresses three levels of administrative communications - individual, group and organization - and examines the concepts and skills needed to be an effective communicator. Students will develop applications emphasizing goal-oriented communications and making strategic choices in content, structure, style and delivery. An emphasis is given to the design and best use of computer technologies such as Word and PowerPoint applications. The course also covers basic ethical and legal issues of work-place communications.

Restriction(s):

Can enroll if Class is Specialist or Doctorate

EDB 861 Organization Development & Theory 3 Credit Hours

Students will learn how organizations are structured and shaped, know what features of organizations vary and the parameters on which they vary, and be able to analyze, synthesize, and apply concepts to reduce organizational uncertainty, and to improve and regulate organization behaviors and outcomes. Attention will also focus on top down and participatory administration in organizations, and change in public, educational, and nonprofit organizations and agencies. This course includes a 30-hour clinical experience; because students may carry out assignments and activities in schools, those enrolled must complete clearance forms per the Field Placement Office website. (S, AY).

Prerequisite(s): Infect Disease/Blood Born Path with a score of 1 and Criminal Background Check with a score of 1 and Video Recording Consent with a score of 1

Restriction(s):

Can enroll if Class is Specialist or Doctorate

EDB 881 Strategic Planning, Needs Assessment, & Program Evaluation 3 Credit Hours

This course develops the strategic planning and needs assessment competencies of participants. Emphasized in the course is the "cascade" process of information gathering involving interviewing, focus groups, and surveys as applied in strategic planning. Further, this class will examine procedures for evaluating programs in public, education, and nonprofit settings. The concern will be to examine the various techniques available to determine whether a program is doing what it was intended to do. This course includes a 30-hour clinical experience; because students may carry out assignments and activities in schools, those enrolled must complete clearance forms per the Field Placement Office website. (W).

Prerequisite(s): Infect Disease/Blood Born Path with a score of 1 and Video Recording Consent with a score of 1 and Criminal Background Check with a score of 1

Restriction(s):

Can enroll if Class is Specialist or Doctorate

EDB 882 Policy Analysis & Development 3 Credit Hours

Policy formulation involves two different activities: 1) identifying and assessing alternative courses of action, i.e., deciding what, if anything, needs to be done about a problem; and 2) developing the policy, regulation or law that will carry an agreement in principle into effect. Both aspects of policy development will be covered in the course. This course includes a 30-hour clinical experience; because students may carry out assignments and activities in schools, those enrolled must complete clearance forms per the Field Placement Office website. (S, AY).

Prerequisite(s): Infect Disease/Blood Born Path with a score of 1 and Criminal Background Check with a score of 1 and Video Recording Consent with a score of 1

Restriction(s):

Can enroll if Class is Specialist or Doctorate

*An asterisk denotes that a course may be taken concurrently.

Frequency of Offering

The following abbreviations are used to denote the frequency of offering: (F) fall term; (W) winter term; (S) summer term; (F, W) fall and winter terms; (YR) once a year; (AY) alternating years; (OC) offered occasionally