Resolution to Discontinue Degree Program, Doctor of Education (EdD) and Doctor of Philosophy (PhD) in Career and Technical Education (EDCT)

WHEREAS, the Doctor of Education (EdD and Doctor of Philosophy (PhD) in Career and Technical Education (EDCT) degree program was flagged by the State Council of Higher Education for Virginia (SCHEV) in 2013 as being below the minimum quantitative standards for degree awarded, in accordance with SCHEV guidelines for program viability; and

WHEREAS, the EdD degree in EDCT was initiated before 1982 and the PhD in 1992 to create an avenue for preparation to enter the faculty to prepare EDCT teachers and other professions at this level; and

WHEREAS, the EDCT department has been a program area within the Teaching and Learning department in the School of Education since 2005; and

WHEREAS, the doctoral degree program in EDCT offers similar educational objectives as the doctoral degrees in other areas of Teaching and Learning through doctoral degree in Curriculum and Instruction; and

WHEREAS, the students pursuing doctoral degrees in EDCT can be served with the doctoral degree in Curriculum and Instruction.

THEREFORE, BE IT RESOLVED, that the Doctor of Education (EdD and Doctor of Philosophy (PhD) in Career and Technical Education (EDCT) degree program be discontinued effective Fall 2021 and the proposal forwarded to the President, Board of Visitors, and State Council of Higher Education for Virginia for approval.
# Coversheet for New, Revised, and/or Discontinued Program

## General Information

**Proposal Date:** 10/2014 1/2021  
**Department:** School of Education  
**Program Name:** EdD/PhD Career and Technical Education  
**Degree:**  
**Major Concentration/Option:**  
**Minor:**  
**Graduate Certificate:**  
**Department Contact:** Nancy Bodenham  
**Contact Email:** nanboden@vt.edu

*Minor for Inclusion in Pathways GE – Complete “New and Revised Minor Form” ([https://www.pathways.prov.vt.edu/proposal-forms.html](https://www.pathways.prov.vt.edu/proposal-forms.html))*

## Completed the Following, as Applicable

**A:** Attach letter of support from Department Head or Designee presenting whether the offering or continued offering of the program will require or generate the need for additional departmental and/or University resources (e.g., faculty, library, space, and/or technical support).  
**B:** Attach letters/emails of support from Departments and/or Colleges for any non-department courses listed to satisfy a new program requirement.  
**Effective Catalog:** 2020

## Check Applicable Box Acknowledging that Required Documentation is Included in Proposal Package:

- [ ] **New** – Documentation to establish new program: Need for program, whom program will serve, resource needs, administration  
  **Note:** For a new degree, complete SCHEV documentation in parallel with University Governance review/approval process  
  **First Term and Year to Enroll:**  
  **First Term and Year to Graduate:**  

- [ ] **> 20% Revision** – Documentation summarizing revision changes, how changes will be communicated, and previously approved/stamped program requirements  

- [ ] **< 20% Revision** – Upload into JIRA to the Office of the University Registrar for administrative review/approval  
  **Note:** For a revised Degree (change in total program credit hours or degree core) – complete SCHEV documentation in parallel with University Governance process

- [ ] **Discontinued** – Documentation to justify program discontinuation, teach-out plan, and previously approved program requirements  
  **Note:** For discontinued degree – Complete SCHEV documentation in parallel with University Governance review/approval process  
  **Last Term and Year to Enroll:** Fall 2014  
  **Last Term and Year to Graduate:** Fall 2020

## Approval Signatures

<table>
<thead>
<tr>
<th>Department Representative:</th>
<th>Date: 1/3/21</th>
</tr>
</thead>
<tbody>
<tr>
<td>College Curriculum Committee Representative:</td>
<td>Date:</td>
</tr>
<tr>
<td>College Dean or Designee:</td>
<td>Date:</td>
</tr>
</tbody>
</table>
Curriculum Committees,

January 12, 2021

Please accept this request and resolution of discontinuance for the doctoral degree in Career and Technical Education (CTE). This process was initiated in 2014 (JIRA CM-2028), and was approved through the GCC on March 26, 2015. Apparently the continued action that would have finalized the discontinuance did not occur at that time. The resolution was never submitted to CGPSP, University Council, BOV and SCHEV.

Attached are: a new coversheet of discontinuance on the 2020 form; the original discontinuance cover sheet, SCHEV intention form, phase out plan, resolution, and support letter as submitted and approved in 2014-2015; the GCC minutes from March 26, 2015.

Please consider the approval of this discontinuance through the GCC based on the meeting minutes attached. If that approval is accepted, please move the resolution to the CGPSP and the rest of the process.

As an update, we in the School of Education have been proceeding as if the degree has been discontinued. Students who were in the degree program at the time were given the choice to maintain their degree in CTE, or change to Educational Curriculum and Instruction (EDCI), a closely aligned degree. Incoming doctoral students with this focus have been enrolled in the EDCI degree. According to SCHEV data, Virginia Tech has graduated doctoral students in CTE during the teach-out phase. Between 2015 and 2019, eight student have earned their degree. Any students who were still enrolled in the CTE doctoral program in 2020 are being changed to the EDCI degree, so as indicated in the Phase Out plan, no student will remain in the degree program in 2021.

Nancy Bodenhorn, Associate Director
Office of Academic Programs
School of Education
Virginia Tech
nanboden@vt.edu 540-231-8180
Table of Contents

Proposed Intent to Discontinue ................................................................. 1
Background .................................................................................................... 1
Rationale for Intent to Discontinue ............................................................... 1
Critical Shortage Area .................................................................................. 1
Teach-out Plan ............................................................................................. 1
Virginia Polytechnic Institute and State University

Proposed Intent to Discontinue

Virginia Polytechnic Institute and State University (Virginia Tech) requests to discontinue the Doctor of Education (Ed.D.) in Career and Technical Education and the Doctor of Philosophy (Ph.D.) in Career and Technical Education degree program (CIP code: 13.1320). The degree program is located in the School of Education in the College of Liberal Arts and Human Sciences.

Background

The Ed.D./Ph.D. in Career and Technical Education degree program was initiated before the establishment of the Council of Higher Education. Since 2009, enrollment in the degree program has steadily declined. During the course of the 2013/2014 State Council of Higher Education (SCHEV) productivity review process, the Ed.D./Ph.D. in Career and Technical Education degree program was identified as a program that was not meeting the standards set forth in the Virginia Public Higher Education Policy on Program Productivity. Although the program was granted an exemption based on aggregate data, administrators in the School of Education and the Dean of the College of Liberal Arts and Human Sciences determined that the program should be discontinued.

The discontinuation process began in 2014 and although documents were submitted into internal governance, the discontinuation process was not completed internally or externally. During the course of the 2019/2020 State Council of Higher Education (SCHEV) productivity review process, leadership in the School of Education and the College of Liberal Arts and Human Sciences noted the inclusion of the program on the targeted list of programs, discovered the error from 2014, and reinitiated the discontinuation process.

Rationale for Intent to Discontinue

Enrollment and degree completions for the Ed.D./Ph.D. in Career and Technical Education program have steadily declined since 2009 and it has become increasingly difficult to recruit new students into the program. Based on the data and information contained within the productivity review process, the declining enrollment, and input from the Dean of the College of Liberal Arts and Human Sciences, the institution made the decision to close the degree program.

Critical Shortage Area

The Ed.D./Ph.D. in Career and Technical Education degree program is not a critical shortage area.

Teach-out Plan

There are no students currently enrolled in the Ed.D./Ph.D. in Career and Technical Education degree program.

"Stopped Out" Students

There are currently no students who have “stopped out” of the program.
### State Council of Higher Education for Virginia

**Intent to Discontinue an Academic Program Cover Sheet**

<table>
<thead>
<tr>
<th>1. Institution</th>
<th>2. Type of Program (Check one):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Virginia Polytechnic Institute and State University</td>
<td>Degree program [x] Certificate program [ ] Degree/Certificate Designation [ ]</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3. Program name Career and Technical Education</th>
</tr>
</thead>
<tbody>
<tr>
<td>4. Degree/certificate designation Ed.D./Ph.D.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>6. Degree program approval date by Council</th>
<th>7. Certificate program acknowledgement date by SCHEV</th>
</tr>
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<tbody>
<tr>
<td>Before Council of Higher Education</td>
<td></td>
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</tbody>
</table>

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<thead>
<tr>
<th>8. Date (semester/year) beyond which no new enrollments will be accepted: Summer 2021</th>
<th>9. Teach-out date: (semester/year) to (semester/year): Summer 2021 to Fall 2021</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>10. Desired termination date for reporting degrees/certificates (semester and year)</th>
<th>11. Date approved by Board of Visitors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring 2022</td>
<td></td>
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<thead>
<tr>
<th>12. For community colleges:</th>
</tr>
</thead>
<tbody>
<tr>
<td>date approved by local board</td>
</tr>
<tr>
<td>date approved by State Board for Community Colleges</td>
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</table>

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<thead>
<tr>
<th>13. <strong>For Critical Shortage Area Only.</strong> Check all that apply. Explain in attached narrative</th>
</tr>
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<tbody>
<tr>
<td>□ Lack of student demand</td>
</tr>
<tr>
<td>□ State-wide public program duplication</td>
</tr>
<tr>
<td>□ Other</td>
</tr>
<tr>
<td>□ Lack of market demand</td>
</tr>
<tr>
<td>□ Lack of institutional resources</td>
</tr>
</tbody>
</table>

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<thead>
<tr>
<th>14. List of constituents impacted by action.</th>
</tr>
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<tr>
<th>15. If collaborative or joint program, identify collaborating institution(s). Note: Each collaborating institution must submit a separate “Intent to Discontinue” form.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

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<thead>
<tr>
<th>16. Name, title, telephone number(s), and email address of person(s) other than the institution’s chief academic officer who may be contacted by or may be expected to contact Council staff regarding the discontinuance.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nancy Bodenheim, Associate Director, <a href="mailto:nanboden@vt.edu">nanboden@vt.edu</a>. 540-231-8180</td>
</tr>
<tr>
<td>Dr. C. Noel Byrd, Associate Vice Provost for Degree Innovation and SCHEV Compliance, <a href="mailto:cnbyrd@vt.edu">cnbyrd@vt.edu</a>, (540) 231-7548</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>
Graduate Curriculum Committee
Approved Minutes
March 26, 2015
2:15 - 4:15pm, Room 238, GLC


Absent without Notification:

Absent with Notification: Kevin, Edgar, Nicole Johnson, Sally Paulson, Karen Eley Sanders

Call to Order by Saul Hafon: 2:15 PM

Old Business: None

New Business:

Guest: Dr Diane Zahm talked about the SPIA certificate and courses and answered questions.

Proposals Approved: Following motions to approve and seconds, the committee voted to approve the following proposals:
Certificate
CM-1115 Modification of the Graduate Certificate in Naval Engineering (NAVC) [was Naval Arch]
Discontinuation of Degrees, options or majors
CM-2178 Discontinuation of MAED degree, option in Math
CM-2084 Discontinued Degree-MS in Hospitality and Tourism Management
CM-2028 Discontinuation of major: PhD/EdD Career and Technical Education

Proposals Approved Pending Revisions: Following motions to approve and seconds, the committee voted to approve the following proposals pending minor corrections:
Courses
CM-2208 FIN 5174 Corporate Risk Management
CM-2059 ECE/ AOE 6174 Computational Plasma Dynamics

Proposals Tabled: Following motions to table and seconds, the committee voted to table the following proposals, and major revisions requested:
Courses
CM-1943 HNFE 5154 Research Methods: Clinical + Behavioral Nutrition + Physical Activity
CM-2220 SPIA 5005-5006 Theory and Practice of Living Laboratories
CM-2120 SPIA 5015-5016 Living Laboratory Internship
CM-2087 HTM 5554 Revenue Management for Hospitality Services

Proposal Deferred: Following a motion to approve and second, the committee voted to defer the following proposal:
CM-2200 SPIA: Graduate Certificate in Translational Public Policy Studies

Adjournment: 3:50 pm

Respectfully submitted on behalf of GCC,
Mary Madis
COVER SHEET - NEW and REVISED CHECKSHEETS, OPTIONS, CONCENTRATIONS and DEGREES

Commission on Undergraduate Studies and Policies / Commission on Graduate Studies and Policies
Effective September 2016

*SEE APPENDIX FOR NOTES, EXPLANATIONS AND ADDITIONAL GUIDELINES*
*PRINT CLEARLY, TYPE or COMPLETE ELECTRONICALLY*

PROPOSAL DATE: 10/23/2014

DEPARTMENT: School of Education (Teaching and Learning)

DEGREE NAME: PhD/EdD Career and Technical Education

☐ MAJOR ☐ MINOR ☐ OPTION/CONCENTRATION

☐ GRADUATE CERTIFICATE ☐ UNIVERSITY CONCENTRATION

DEAN and/or DEPARTMENTAL CONTACT: Nancy Bodenhoe CONTACT: 0313

MAILCODE: CONTACT E-MAIL: nancybod@vt.edu

CONTACT PHONE: 231-8180

CHECK ONLY ONE OF THE FOLLOWING BOXES

☐ NEW UNDERGRADUATE CHECKSHEET
☐ REvised CHECKSHEET [Revision>20%] Revision<20%]
(Attach copy of current APPROVED checksheet)

☐ NEW MINOR
☐ REvised MINOR
(Attach copy of current APPROVED checksheet)

☐ NEW OPTION
☐ REvised OPTION
(Attach copy of current APPROVED checksheet)

☐ NEW UNIVERSITY CONCENTRATION
☐ REvised UNIVERSITY CONCENTRATION
(Attach copy of current APPROVED checksheet)

☐ NEW CONCENTRATION
☐ REvised CONCENTRATION
(Attach copy of current APPROVED checksheet)

☐ NEW GRADUATE CERTIFICATE
☐ REvised GRADUATE CERTIFICATE

☐ NEW DEGREE
☐ REvised DEGREE
☑ DISCONTINUED DEGREE
(Attach Transition Plan)

• EFFECTIVE DATE: GRADUATING CLASS OF 2020 (List Year Only)

• FOR ALL CHECKSHEETS, NEW AND REVISED: Attach Statement from Dean or Departmental Representative Outlining the Changes from the Currently APPROVED Checksheet and Method(s) of Communication to Students impacted by these Changes.
• Attach Appropriate Letters of Support from Affected Departments and/or Colleges
• Revised checkSheets with 20% or less revision can be forwarded directly to the Office of the University Registrar (0134) for Administrative Approval. Supporting documentation should be attached.

Revision Summary:

APPROVAL SIGNATURES

Department Representative: Nancy Bodenhoe Date: 11/4/14

College Curriculum Committee Representative: Janet Abbate Date: 12/22/2014

College Dean: Tom Ewing Date: 12/23/2014

Rev: 04-20-2012
**State Council of Higher Education for Virginia**  
**INTENT TO DISCONTINUE AN ACADEMIC DEGREE PROGRAM**  
**COVER SHEET**

<table>
<thead>
<tr>
<th>1. Institution</th>
<th>Virginia Tech</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Degree program title</td>
<td>Career and Technical Education</td>
</tr>
<tr>
<td>3. Degree designation</td>
<td>EDD/PHD</td>
</tr>
<tr>
<td>4. CIP code</td>
<td>13.1320</td>
</tr>
<tr>
<td>5. Degree program approval date by Council</td>
<td>PhD in 1992, EdD before 1982</td>
</tr>
<tr>
<td>6. Date beyond which no new enrollments will be accepted</td>
<td>September 2014</td>
</tr>
<tr>
<td>7. Desired termination date for reporting degrees (semester and year)</td>
<td>Fall 2020</td>
</tr>
<tr>
<td>8. For community colleges: local board discontinuance date</td>
<td></td>
</tr>
<tr>
<td>9. Board of Visitors or State Board for Community Colleges discontinuance date</td>
<td></td>
</tr>
</tbody>
</table>

10. For Critical Shortage Area Only. Check all that apply and explain.
   - Lack of student demand
   - Lack of market demand
   - State-wide public program duplication
   - Other (Please describe)
   
   **Explanation:**
   CTE teachers are a critical shortage area; it is not clear whether doctoral graduates in CTE are a critical shortage area. We will continue offering doctoral level preparation, but the degrees will be awarded in the more general category of Curriculum and Instruction (CIP 13.0301).

List constituents impacted by action.
Interested doctoral students will still be able to earn a degree that will allow them to access jobs that require a PhD or EdD.

11. If collaborative or joint program, identify collaborating institution(s). Note: Each collaborating institution must submit a separate "Intent to Discontinue" form.

12. Name, title, e-mail address, and telephone number(s) of person(s) other than the institution’s chief academic officer who may be contacted by or may be expected to contact Council staff regarding the discontinuance.
   - Bill Price, Associate Professor, wprice@vt.edu, 540-231-7390
   - Bonnie Billingsley, Faculty Chair, bbilling@vt.edu, 540-231-8206
   - Nancy Bodenhorn, Associate Director, nanboden@vt.edu, 540-231-8180

Approval of Program Actions at Public Institutions  Page 27 of 28  April 1, 2011
The School of Education (SOE) Doctoral Degrees in Career and Technical Education (CTE) will be phased out by Fall 2020. The following procedures will be used to communicate with the student in these degrees and assist them in completing their degrees.

- The last students were admitted into the CTE doctoral degrees (Ed.D. and Ph.D.) in the fall of 2014. No further students will be admitted into this degree.
- Future students interested in a doctoral degree in CTE will be admitted and enrolled in a doctoral degree in Curriculum and Instruction.
- Students currently enrolled in a CTE doctoral degrees (6 in Ph.D. and 5 in Ed.D.) will be notified in email and in postal mail that the CTE degree will not be awarded after Fall 2020, and that if they are still in the process of earning their degree after that date, they will earn a degree in Curriculum and Instruction. Students will be asked to send an acknowledging response to verify that they are aware of the change. If an acknowledgement is not received within two weeks, a certified letter will be sent, requiring to signature of the addressee.
- Students currently enrolled in a CTE doctoral degree (6 in PhD and 6 in EdD) will be reviewed annually using the SOE annual progress report to evaluate their progress through the program. If any student is not making sufficient progress toward their degree, a remediation plan/contract will be created with the student. If a student has two years of unsatisfactory progress, they will be recommended for dismissal from the graduate school. (This process occurs for all graduate students).
- Courses and advisement for doctoral students who have the specialty area of CTE within the School of Education will continue to be offered by the CTE program faculty for both those students who are earning their degree in CTE, and those students in Curriculum and Instruction with the CTE specialty area.
RESOLUTION TO DISCONTINUE THE DOCTOR OF EDUCATION (Ed.D.) AND DOCTOR OF PHILOSOPHY (Ph.D.) DEGREES IN CAREER AND TECHNICAL EDUCATION (CTE)

Approved, Commission on Graduate Studies and Policies [date]
Approved, University Council [date]
Approved, President [date]
Approved, Board of Visitors [date]
Effective Date: [Fall 2020]

WHEREAS, the Doctoral degrees (EdD and PhD) in Career and Technical Education (CTE) were flagged by the State Council of Higher Education for Virginia (SCHEV) in 2013 as being below the minimum quantitative standards for degrees awarded, in accordance with SCHEV guidelines for program viability; and

WHEREAS, the EdD degree in CTE was initiated before 1982 and the PhD in 1992 to create an avenue for preparation to enter the faculty to prepare CTE teachers and other professions at this level; and

WHEREAS, the CTE department has been a program area within the Teaching and Learning department in the School of Education since 2005; and

WHEREAS, the doctoral degrees in CTE offer similar educational objectives as the doctoral degrees in other areas of Teaching and Learning through doctoral degrees in Curriculum and Instruction; and

WHEREAS, the students pursuing doctoral degrees in CTE can be served with doctoral degrees in Curriculum and Instruction;

THEREFORE BE IT RESOLVED, that the Doctoral Degrees in Career and Technical Education be discontinued, effective Fall 2020.

RECOMMENDATION:

That discontinuation of a doctoral degree in Career and Technical Education be approved.
November 4, 2014

To whom it may concern:

I approve of the request for the discontinuance of the doctoral degrees (PhD and EdD) in Career and Technical Education (CTE) as of 2020. As explained in the attached material, the students with this focus in education will be able to obtain their doctoral degree in Educational Curriculum and Instruction (EDCI).

This change should not impact the student opportunity or the faculty responsibility. We will contact the students who are currently enrolled and expecting the degree in CTE to let them know of the change in their degree should they not earn the degree before 2020. All new students as of Spring 2015 will be enrolled in a doctoral degree in EDCI.

Sincerely,

[Signature]

Steven M. Jinosik
Acting Director of the School of Education
Faculty Chair, Leadership, Counseling, and Research
Associate Professor, Higher Education