

# 2008 Request for Proposals for UCEA Program Centers

UCEA is pleased to announce a Request for Proposals (RFP) to establish several new Program Centers organized around a variety of educational leadership issues. Suggestions for program center targeted interest areas are sought from UCEA member universities, the Executive Committee, the Executive Director, Plenary Session Representatives, directors of existing program centers, and the general UCEA membership.

The primary purpose of UCEA Program Centers is to advance knowledge, through inquiry, in several targeted areas of national interest. Program Center Directors are strongly encouraged to engage in high quality research, to seek external funding to support such research, and to form collaborative research groups across UCEA institutions to exchange ideas relating to lines of inquiry that promise to provide significant insights for both preparation and practice.

The major activities of a UCEA Program Center include, but are not limited to, the following:

1. Establishing an advisory board to guide the work of the program center.
2. Identifying a network of individuals interested in participating in the center's work. Whenever possible, involving faculty from multiple universities, as well as practicing school administrators and state education agency leaders, to promote effective liaison with other organizations and individuals that share the center's interests and goals.

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## **PROPOSAL SUBMISSION**

To initiate the application process, a copy of the complete set of Program Center Hosting proposal materials should be submitted to the UCEA Executive Director by

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University Council for Educational Administration  
The University of Texas at Austin  
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Austin, Texas 78712-0374  
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3. Forming research groups to exchange ideas relating to lines of inquiry that promise to provide insights into significant topics.
4. Creating task forces to develop curriculum and other materials useful in improving the preparation of educational leaders, in advancing educational administration and leadership practice, and in improving educational policymaking.
5. Organizing seminars, workshops, conferences, and other outreach activities to share new understandings, practices, and materials with others who share UCEA goals for advancing the field of educational administration and leadership.
6. Sharing center interests, action plans, accomplishments, and products through special network meetings at the UCEA Annual Convention; meeting periodically with the Executive Director and members of the Executive Committee; and, participating at conferences of other professional associations dedicated to the improvement of administrator preparation and practice.

## PROPOSAL INFORMATION REQUIREMENTS

While a response to a program center RFP need not be a lengthy document (typically 6-9 pages, plus supporting letters), each institution applying to host a UCEA Program Center must provide information relative to the following areas:

1. Purposes and work plans relating to the proposed center that include information as to (a) what the primary focus will be and what the center will do, (b) when the center will implement its plans over the initial 3-year hosting arrangement, (c) how the center will accomplish its stated purposes and (d) how the center will address the three strategic goals of UCEA: (e.g., 1) promoting, sponsoring and disseminating research on essential problems of practice, 2) improving

the preparation and professional development of school leaders and professors, and 3) influencing policy and practice through establishing and fostering collaborative relationships).

2. Operational procedures relative to such matters as the composition and role of the center's advisory board, relationships with other universities, partnerships school districts, and/or education agencies/professional associations. All UCEA Program Centers must have a representative advisory committee, with the size of that board set by the Program Center Director(s) in consultation with the UCEA Associate Director of Program Centers. It is expected that a majority of the advisory board will be from UCEA member universities. Advisory board membership is subject to approval by the UCEA Executive Committee.
3. University, academic division, department, (or school district/agency) commitments, including provisions for staff and resource support (e.g., released time for professional and staff personnel, graduate assistants, monetary support, facilities, and equipment).
4. Qualifications and time commitment availability of the individual(s) who will have primary responsibilities for directing the center's activities.
5. Statements of institutional commitment regarding UCEA expectations for program centers relative to (a) the 3-year summative report for the center, (b) wide dissemination of center reports and products, for example, at the UCEA Annual Convention and UCEA website, as well as (c) appropriate inclusion of UCEA in any external funding proposals related to program center operations, as negotiated by the Program Center Director and the UCEA Executive Director.

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6. Support letters from appropriate institutional officials. In the case of universities, letters from the department chair and dean are appropriate. Partnership districts might have the school superintendent and/or board president write such letters. Proposals involving state education agencies might include support letters from the chief executive officer of the state education agency or the state board of education president.

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## **CURRENT PROGRAM CENTERS**

- UCEA Center for Urban Leadership
- UCEA Center for School Site Leadership
- UCEA Center for Higher Education Leadership
- UCEA Center for School Technology Leadership
- UCEA Center for the Study of Ethics and Values in Educational Leadership

## **PAST PROGRAM CENTERS**

UCEA Program Centers have historically sought to meet the needs of the field in various areas of interest. The following is a brief listing of several past Program Centers:

- UCEA Center for the Study of the Superintendency
- UCEA Center on the Patterns of Professional Preparation in Administration
- UCEA Center for the Study of Leadership and Field Practices, Special Educational Leadership & Policy Studies
- UCEA Center for the Study of Educational Finance