Program for Exception to the Doctorate (PED)

Article 7, Section 5.A.1. of the agreement between UFMDC and District Board of Trustees of MDC provides for a College-approved program for exception to the doctorate for promotion. A college approved program will be considered for promotion when there are special considerations for the option. These guidelines for the Program for Exception to the Doctorate (PED) for promotion have been developed to assist faculty members who wish to propose the alternative process.

General Principles and Essential Characteristics

The program must provide for the participating faculty member to expand his/her knowledge base just as in a doctoral program. Further, since a doctoral dissertation provides an opportunity for the candidate to demonstrate the acquisition of knowledge, and at the same time, to make a contribution to the professional field so too should the PED. The PED program must therefore also include a demonstration component similar to the dissertation requirement for the doctorate. Other doctoral program characteristics that should also be found in this program are cohesiveness of the individual elements of the program; academic rigor; an investment of time, thought and effort; and that the work has merit, as determined by an individual or group. The program should be relevant to the primary professional responsibilities of the faculty member and fulfill a College, campus, or department need.

PED Proposal Requirements

The PED may be proposed by faculty in any rank. Faculty at the Associate Professor Senior level may propose the PED for promotion to Professor.

PED Plan Proposal

To apply for the PED the faculty member must submit a proposal for a professional development plan that details the following:

1. Rationale: The rationale should explain why an exception program rather than a doctoral program is being elected and how the PED will benefit both the professional development of the faculty member and the College.

2. Goals and Outcomes: The goals and outcomes statement should list the specific goals and outcomes that will result from the proposal. Outcomes should be measurable and detailed.

3. Plan and Implementation Timeline: In this component, the faculty member should explain the step-by-step details of the PED plan and should provide a timeline for each step. The plan must culminate in the completion of a demonstration project (described below). Plan preparation steps may include
research, courses, or workshops (unless the faculty member already holds the rank of Associate Professor Senior) or other professional preparation activities. Implementation steps should fully describe the demonstration project implementation sequence.

4. Assessment: A description of all components of the assessment process and any methodology planned to determine levels of success.

5. Supporting Documentation (optional): Any supporting documentation for the plan as applicable to assist in determining the plan’s merit.

**Demonstration Project**

The demonstration project is the capstone to the PED. In it the faculty member should demonstrate how his or her efforts have expanded his or her knowledge base, provided professional development, and benefited students and the College.

The project should be related to the program of study, to the teaching discipline of the faculty member and should support the faculty member’s professional development goals. Faculty members may create and implement a new special project, or may incorporate the performance or body of significant creative work or publication related to the program of study into the project.

Because of the diversity of possible demonstration projects, each will be judged on its own merit. Faculty members are encouraged to be innovative in their approach. However, all projects should include the majority of the outcomes listed below:

For the faculty member: enhanced content knowledge; application to the learning environment; new or enhanced instructional strategies; enhanced knowledge of the learner including learning theory, learning styles; acquired subject-specific pedagogy, acquired knowledge and skills to infuse technology into the learning environment, enhanced knowledge and understanding of the creative process, including creative problem solving; and in the arts, exploration of the medium.

For the discipline/department/college: a significant contribution(s) to the field and enhancement of student learning, a product or demonstration component available to colleagues in the field.

**Application Process**

The faculty member submits a proposal for the PED via the Department Chairperson and/or School Director to the Academic Dean by the calendar dates listed:

- March 15 for a program of study beginning in the Fall Term;
- October 15 for a program of study beginning in the Spring Term;
Guidelines for the Program for Exception to the Doctorate

The Academic Dean sends all proposals to the Associate Provost for Faculty Initiatives who then forwards proposals to the college-wide PED Review Committee.

The proposal will be reviewed by the college-wide PED Review Committee. The PED Review Committee is a standing committee. Members will serve a three-year term. This 5-member committee will include faculty jointly appointed by UFMDC and the College. Up to two additional voting discipline specialists may be added to the Committee at the committee’s discretion as necessary for consideration of specific proposals. Faculty submitting a proposal may request that a non-voting discipline expert participate during committee deliberations. Replacements for the PED Review (Standing) Committee are to follow the same selection and appointment process. The Chairperson of the committee is selected by members of the committee.

The Committee will make a recommendation based on its findings and will comment on the merits of the project. This will be forwarded to the Academic Dean. A final response from the Academic Dean, approving or not approving the proposal will be made within forty five working days of the original submittal of the proposal. The Dean’s approval of the project will serve as the final decision for the duration of the plan.

Programs that are not approved may be revised and resubmitted in subsequent semesters.

Requirements for Reporting PED Progress

During the implementation process at each anniversary of the plan’s approval, faculty implementing multi-year proposals will submit annual progress reports to the PED Review Committee. These reports will include all proposed implementation steps completed to date, progress as compared to the proposed timeline, and any other critical indicators or progress. If the faculty member requests modifications to the proposal, the committee will make a recommendation of their findings to the dean. The Academic Dean makes the final decision for approval of the modifications.

Requirements for the Award of the PED

To certify the PED, the final demonstration project must be presented to the PED Review Committee. The candidate will submit a written description of the project and will also appear before the Committee to present the project. As in a dissertation process, the Committee may ask for clarification and explanation of project components.

The PED Review Committee certifies that the program has been completed according to the approved criteria. The Academic Dean approves the exception to the doctorate.