	LITE 537-700
WKU	**Educational Technology Management**
	Spring 2025 Syllabus
	March 10 – May 2, 2025

Instructor Info	Dr. Jeremy Logsdon jeremy.logsdon@wku.edu Gary Ransdell Hall 1073B 270.745.2207 https://wku.zoom.us/my/drlogsdon	
Office Hours in GRH 1073B • M: 1-3 • T: 11-2 • W: 12-3 • R: 11-2 • F: By appointment • Virtual Hours by request, anytime Please email me or call at any time. I am happy to make an appointment to meet with you at times other than these, including at night or on the weekends.		**Class Location:** Blackboard Web course

Address: **Western Kentucky University**
School of Teacher Education
1906 College Heights Blvd. #61030 Bowling Green, KY 42101-1030

Prerequisite: **none; admission to the WKU Graduate School**

Required Text: All required readings will be provided in Blackboard.

Primary Course Website: BlackBoard

Graduate Catalog Description:

In-depth exploration of administrative applications of educational technology, with a particular focus on emerging technologies. Focus on preparing educators for leadership roles by examining how administrators can utilize technology to drive decision-making, enhance learning environments, and implement AI tools effectively and ethically.

Course Objectives/Student Learning Outcomes (SLO):

After participating in learning activities within the course, graduate students will:

1. Analyze the role of educational technology in administrative decision-making.
2. Evaluate ethical considerations and implications of digital tools within an educational context.
3. Implement technology-based solutions in an administrative setting to support school-wide initiatives.
4. Develop leadership skills to manage school library (or library media center)-wide educational technology projects.

Course Content Outline:

Week and Date	Activity	Points
Week #1: March 10 – 16	**Module #1: Introduction and Course Overview** • **Orientation Activity** • **Banned Books Web 2.0 Tools**	• **50** • **150**
Week #2: March 17 – 23	• **SPRING BREAK – NO NEW ASSIGNMENTS, BUT A CHANCE TO WORK AHEAD**	
Week #3: March 24 – 30	**Module #2: Leadership and Decision-Making with AI** • **Case Study Analysis**	
Week #4: March 31 – April 6	• **Case Study Analysis Due**	• **200**

Week #5: April 7 – 13	**Module #3: Ethical Considerations and Digital Citizenship**
	• **Social Media Campaign for AI Awareness**
	    ○ **Podcast**
	    ○ **Library Media Center Website**	

Week #6: April 14 – 20	• **Social Media Campaign Due**	• **200**
Week #7: April 21 - 27	**Module #4: Advocacy, Public Relations, and Technology Leadership** • **Screencast Presentation**	
Week #8: April 28 – May 2	• **Final Presentation Due** • **Anthology Upload**	• **300** • **100**
	Total	**1000**

Grading Scale:

Points	Grade
900-1000	**A**
800-899	**B**
700-799	**C**
600-699	**D**
<599	**F**

University/ Department Policies

Class Time Management:

Management of your personal "class time" is one of the most difficult issues for students in an online class. Most face-to-face classes meet three hours a week and students are expected to spend up to six hours per week in class preparation and assignments. Therefore, you can expect to spend up to nine hours per week on any university course whether face-to-face or online. (Travel

time has been a major consideration for many of you in face-to-face classes.) It is not advisable to procrastinate not only because of the time involved but the technical issues you may face and the time required to teach your lesson.

Naming Files:

I am not too stressed about the naming convention of files; I would expect that you have probably developed a method of your own, and as all assignments will either be on your Google Site or submitted through Blackboard, there is little risk that I will not know who completed an assignment.

However, in this same vein, I require that you check any submission through Google Tools to ensure that it is properly shared with me. I frequently find students forget to set the Restriction to public. For the first few weeks, I will gently remind you to change your share notifications if it is not available for me to view.

There may be some assignments where you will give me edit rights via Google Tools for me to leave comments. I'll remind again on each assignment, but my Google email address for this course is jeremy.logsdon@g.wku.edu. I will not be able to leave comments otherwise.

Participation and Communication:

I am also happy to meet with you via Zoom during office hours or at any otherwise agreed upon time at this link: https://wku.zoom.us/my/drlogsdon If you would like a private meeting, you may email me to set that up. We can meet via Zoom, over the phone, or in person.

My only email request is that you always include a subject line, preferably one that cites LITE 537 as well as the general topic of your email (i.e. – LITE 537 Question about Assignment). Beyond that, all I ask is the standard courtesy which I will also extend to you.

I have a policy to reply to all emails within 24 hours. Except weekends or holidays (and often even then), I stick to this rule very strongly. If you have emailed me and you have not heard from me within 24 hours, please email me again as I may not have received it. I'd also encourage you to check the spelling of my email. Many students have forwarded me emails they sent to jermey.logston@wku.edu. My name is spelled Jeremy Logsdon, not Jermey Logston or any permutation thereof. (This happens more often than you'd think.)

Student Disability Services:

In compliance with University policy, students with disabilities who require academic and/or auxiliary accommodations for this course must contact the Student Accessibility Resource Center located in Downing Student Union, 1074. SARC can be reached by phone number at 270-745-5004 [270-745-3030 TTY] or via email at sarc.connect@wku.edu. Please do not request accommodations directly from the professor or instructor without a faculty notification letter (FNL) from The Student Accessibility Resource Center.

Statement of Diversity:

Western Kentucky University is committed to empowering its campus community to embrace diversity by building equitable and inclusive learning, working, and living environments. At the heart of our mission, we seek to provide holistic education and employment experiences that prepare students, faculty, and staff to become effective scholars, contributors, and leaders in our diverse and evolving communities. To that end, this classroom is an inclusive space where all participants are welcomed and treated with respect, dignity, and acceptance. Immoral, illegal, or unethical behavior and/or communication will not be tolerated.

Plagiarism:

To represent written work taken from another source as one's own is plagiarism. Plagiarism is a serious offense. The academic work of a student must be his/her own. One must give any author credit for source material borrowed from him/her. To lift content directly from a source without giving credit is a flagrant act. To present a borrowed passage without reference to the source after having changed a few words is also plagiarism. Students who commit plagiarism or any other act of academic dishonesty will receive a failing grade for the course and may be subject to dismissal from the program. Student work may be subject to review and checks using plagiarism detection software. For more information about the Process for Academic Dishonesty

Sexual Misconduct/Assault Policy:

Western Kentucky University (WKU) is committed to supporting faculty, staff and students by upholding WKU's Title IX Sexual Misconduct/Assault Policy (#0.2070) at
https://wku.edu/eoo/documents/titleix/wkutitleixpolicyandgrievanceprocedure.pdf and

Discrimination and Harassment Policy (#0.2040) at
https://wku.edu/policies/hr_policies/2040_discrimination_harassment_policy.pdf.

Under these policies, discrimination, harassment and/or sexual misconduct based on sex/gender are prohibited. If you experience an incident of sex/gender-based discrimination, harassment and/or sexual misconduct, you are encouraged to report it to the Title IX Coordinator, Andrea Anderson, 270-745-5398 or Title IX Investigators, Michael Crowe, 270-745-5429 orJoshua Hayes, 270-745-5121.

*Please note that while you may report an incident of sex/gender based discrimination, harassment and/or sexual misconduct to a faculty member, WKU faculty are "Responsible Employees" of the University and **MUST** report what you share to WKU's Title IX Coordinator or Title IX Investigator. If you would like to speak with someone who may be able to afford you confidentiality, you may contact WKU'sCounseling and Testing Center at 270-745-3159.*

For further information and support you may choose to go to the Student Accessibility Resource Center:https://www.wku.edu/sarc/