Wilkes University Curriculum Committee

PROPOSAL SUBMITTAL FORM

Directions:

- Use this set of forms for all proposals sent to the Curriculum Committee.
- Pages 1-3 of this document are required. Any unnecessary forms should be deleted from the packet before submissions. If multiple forms are needed (course addition, course deletion, etc), simply copy and paste additional forms into this packet.
- Note that all new programs (majors and minors) and program eliminations must be reviewed and approved by the Provost and APC prior to submission to the Curriculum Committee. Significant program revisions must also undergo review and approval by the Provost. The Provost will determine if a significant proposal revision requires approval by the APC. Revisions to the General Education curriculum originate from the General Education Committee and must be reviewed and approved by the Provost.
- Completed (and signed) forms are due on the first Tuesday of every month. Submit one signed copy to the Chair of the Curriculum Committee.

1. Originator: Karena Brace
   Graduate Education
   Phone: 570-408-7841 Email: karena.brace@wilkes.edu

2. Proposal Title: Discovery Education EDGE Letter of Endorsement

3. Check only one type of proposal: (double click on the appropriate check box and change default value to “checked”).

- New Program. (Major or Minor Degree Programs, Certificate Programs). This requires prior review and approval by the Provost and APC.
- Elimination of Program. (Major or Minor Degree Programs). This requires prior review and approval by the Provost and APC.
- Program Revision. Significant revisions to a program require review and approval by the Provost. The Provost determines if review and approval by APC is necessary.
- General Education Revision. Submissions only accepted from the General Education Committee (GEC). Must be reviewed and approved by the Provost.
- Creation of new departments, elimination of existing department. This requires prior review and approval by the Provost and APC.
- Course additions or deletions not affecting programs (such as elective courses, transition of “topics” courses to permanent courses).
- Change in course credit or classroom hours.
- Incidental Changes. Includes changes in course/program title, course descriptions, and course prerequisites. (Although these changes do require approval by the Curriculum Committee, they do not go before the full faculty for approval).
- Other (Specify)
4. Indicate the number of course modification forms that apply to this proposal:

- [ ] Course Addition Form (plus syllabi)
- [ ] Course Deletion Form
- [ ] Course Change Form

5. Executive Summary of Proposal.

Briefly summarize this proposal. The breadth and depth of this executive summary should reflect the complexity and significance of the proposal. Include an overview of the proposal, background and reasoning behind the proposal and a description of how the proposal relates to the mission and strategic long-range plan of the unit and/or university. For incidental changes a one or two sentence explanation is adequate.

As a continuing collaboration between Wilkes and Discovery Education, Graduate Education is proposing a 12-credit Letter of Endorsement titled the Discovery Education EDGE (Emerging trends and technologies, Digital transition, Graduate level, Endorsed skill set). The Letter of Endorsement will function under a separate program code and has been approved by the Academic Planning Committee. As a part of the Wilkes University admissions process, all students applying for the endorsement must submit an application, two letters of recommendation, and official transcripts to confirm the receipt of a bachelor's degree (at minimum) from an accredited institution.

To receive the Letter of Endorsement, students must complete the newly proposed EDIM 515 BYOD: Mobile Learning in Education and EDIM 516 Sustaining Digital Literacy, as well as two existing EDIM electives from the bank below:

- EDIM 510 Web 2.0 Impacting Learning Environments (3 credits)
- EDIM 511 Portable Video Production and Application (3 credits)
- EDIM 513 Inquiry-based Learning (3 credits)
- EDIM 514 Internet Tools for Teaching (3 credits)

The endorsement targets but is not limited to K-12 educators. Students enrolled in the Letter of Endorsement will have the opportunity to further their technological and pedagogical skills with cutting edge concepts and expert facilitation that will enrich curriculum and allow participants to create an engaging experience for students. Through the support and guidance of Discovery Education, this Letter of Endorsement will afford students the opportunity to combine forward-thinking curriculum and proven pedagogy while being personally aligned with the national leader in digital resources for education. Internally, for Wilkes, it will enable growth and expansion by attracting students who have previously completed their M.S. in Instructional Media at Wilkes. The Letter of Endorsement will also provide a strong recruiting tool for new students and alumni considering courses and master's programs and Wilkes University.

6. Other specific information. (Not applicable for incidental changes.)
What other programs, if any, will be affected by this proposal? Describe what resources are available for this proposal. Are they adequate? What would be the effect on the curriculum of all potentially affected programs if this proposal were adopted? Include any potential effects to the curriculum of current programs, departments and courses.

The Master of Science in Instructional Media will be impacted by this program addition, as courses contained in this Letter of Endorsement are also a part of the M.S. in Instructional Media elective bank. The newly proposed EDIM 515 BYOD: Mobile Learning in Education and EDIM 516 Sustaining Digital Literacy were submitted as additions to the Instructional Media elective bank and will serve as two required courses in the Letter of Endorsement. The remaining six credits for the Letter of Endorsement will also hail from the existing bank of electives for the Instructional Media program.

The only anticipated impact of the endorsement program on the Instructional Media program will be a slight modification in the rotation of courses offered each semester. This will allow students timely completion of the Letter of Endorsement and will ensure adequate enrollment in available courses. This course rotation modification will be accomplished via a reduction in offering several Instructional Media electives courses from twice per semester to once per semester. The staffing and resources for this Letter of Endorsement are adequate. Existing staff will handle influx of students enrolling and because courses are also a part of the Instructional Media program, coordination of the Letter of Endorsement will occur in a simultaneous fashion with the Instructional Media program.

7. Program Outline. (Not applicable for incidental changes).

A semester-by-semester program outline as it would appear in the bulletin for a new program or any modified program with all changes clearly indicated.

Discovery Education EDGE Letter of Endorsement (12 credits)

Required Courses (6 credits)
- EDIM 515 BYOD: Mobile Learning in Education (3 credits)
- EDIM 516 Sustaining Digital Literacy (3 credits)

Elective Courses (choose 6 credits)
- EDIM 510 Web 2.0 Impacting Learning Environments (3 credits)
- EDIM 511 Portable Video Production and Application (3 credits)
- EDIM 513 Inquiry-based Learning (3 credits)
- EDIM 514 Internet Tools for Teaching (3 credits)
8. Signatures and Recommendations. (please date)
   • Signatures of involved Department chair(s) and Dean(s) indicate agreement with the proposal 
     and that adequate resources (library, faculty, technology) are available to support proposal.
   • If a potential signatory disagrees with a proposal he/she should write "I disagree with this 
     proposal" and a signed statement should be attached to this submission.

   Kurt W. Eische Ph.D. Director
   Print Name/Title
   Department chair(s) of all potentially affected programs

   Signature
   Date

   Rhonda A. Waskiewicz
   Print Name/Title
   Dean (s) of any potentially affected College/School.

   Signature
   Date

   Susan Hitzak
   Print Name
   Registrar

   Signature
   Date

   Terese M. Wignot
   Print Name
   Provost (For new programs, program elimination, significant program revisions and revisions to the 
   General Education curriculum).
   Signature
   Date
   Provost should check here if this proposal is a program revision AND the significance of 
   the revision requires review and approval by APC prior to Curriculum Committee.

   Naomi Baker
   Print Name
   Chair, Academic Planning Committee. For new programs, program elimination, and significant 
   program revisions sent via the provost. Signature indicates that the proposal has been reviewed and 
   approved by APC.

   Signature
   Date

   Chair, General Education Committee. For revisions to General Education curriculum only. 
   (Signature indicates that the proposal has been approved by GEC).