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), program eliminations, significant program revisions and all general education core revisions must be reviewed and approved by the Provost and Academic Planning Committee (APC) prior to submission to the Curriculum Committee. The Provost will make the decision if a program revision requires APC review.
• Completed and signed forms are due no later than the first Tuesday of every month. Submit one signed original hard copy and a scanned electronic copy with all signatures to the Chair of the Curriculum Committee.

1. Originator: James Chiavacci, PhD
   Graduate Education
   408-4678 - james.chiavacci@wilkes.edu

2. Proposal Title: Removal of Elective Courses from IM and OLT Programs

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). 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:

   __0__ Course Addition Form (plus syllabi)
   __0__ Course Deletion Form
   __0__ 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.

   At one point, the State of PA required, According to §49.22,
   ... Educators who have been issued a Level I instructional certificate after September 22,
   2007 must complete 6 specific credit hours as a part of the 24 semester hour post-
   baccalaureate credits. Therefore, effective September 1, 2011, individuals applying for Level
   II conversion must have earned at least six post-baccalaureate credits of collegiate study in
   the area of Inclusive Classrooms and/or in the area of Standards Aligned Systems (SAS).
   Our programs, Instructional Media and Online Teaching, were then revised in order to update the
   content to make our programs more applicable to Pennsylvania students who needed to move
   from Level I to Level II.

   This is no longer the case as that decision, § 49.22, has been reversed.
   The provisions of these §§ 49.21—49.24 reserved September 12, 1980, effective September
   13,
   1980, 10 Pa.B. 3665. Immediately preceding text appears at serial pages (7382) and (24550).
   § 49.21 . [Reserved].
   § 49.22 . [Reserved].
   § 49.23 . [Reserved].
   § 49.24 . [Reserved].

   The present Instructional Media and Online Teaching Masters’ programs have these courses,
   ED 5400 and ED 569 listed as electives that could be taken in order to complete the
   requirements needed to move to Level II while completing the master’s. Since students no
   longer need these specific courses to advance to Level II, any accommodations made to the
   programs are no longer required. Also, ED 587, Technology Leadership, a current elective in
   the program, really does not have objectives that are aligned with the IM program scope.

   This proposal is a request to remove 587, Technology Leadership, ED 5400, SAS for
   Pennsylvania Educators and ED 569, Teaching Diverse Learners Using Inclusive Classroom
   Practices, from the IM program information.
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.

**Instructional Media Program**

<table>
<thead>
<tr>
<th>Current Program Outline</th>
<th>Proposed Action</th>
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</thead>
<tbody>
<tr>
<td>EDIM 501 Cognition and Technology: Aligning Brain-Based Research and Technology Integration</td>
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<tr>
<td>EDIM 502 Project-Based Learning</td>
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<td>EDIM 503 Differentiation Supported by Technology</td>
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<td>EDIM 504 Digital Storytelling</td>
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<td>EDIM 507 Globalization and Advocacy</td>
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<tr>
<td>EDIM 508 Digital Media in the Classroom</td>
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<tr>
<td>ED 520 Using Assessment to Guide Instruction</td>
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<tr>
<td>Elective courses (choose 9 credits): EDIM 510 Web 2.0: Impacting Learning Environments</td>
<td>Deletion: ED 569 Teaching Diverse Learners Using Inclusive Classroom Practices</td>
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<tr>
<td>EDIM 511 Portable Video Production and Application</td>
<td>Deletion: ED 5400 SAS for Pennsylvania Educators</td>
</tr>
<tr>
<td>EDIM 513 Inquiry-Based Learning</td>
<td>Deletion: ED 587 Technology Leadership</td>
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<tr>
<td>EDIM 514 Internet Tools for Teaching</td>
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<tr>
<td>ED 587 Technology Leadership</td>
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</tbody>
</table>

**Online Teaching Program**

<table>
<thead>
<tr>
<th>Current Program Outline</th>
<th>Proposed Action</th>
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<tbody>
<tr>
<td>ED 520 Using Assessment to Guide Instruction <em>(Wilkes)</em></td>
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<tr>
<td>ED 530 Utilizing Emerging Technologies to Support Education <em>(Wilkes)</em></td>
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<tr>
<td>ED 5001 Social &amp; Ethical Issues in Distance Learning <em>(Wilkes)</em></td>
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<tr>
<td>ED 5002 Instructional Design for Online Educators™ <em>(PLS)</em></td>
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<tr>
<td>ED 5003 Facilitating Online Learning Communities™ <em>(PLS)</em></td>
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</tbody>
</table>
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.

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.

   [Signatures and dates]

   Print Name/Title: Signature Date
   Department chair(s) of all potentially affected programs

   [Signatures and dates]

   Print Name/Title: Signature Date
   Dean(s) of any potentially affected College/School.

   [Signatures and dates]

   Print Name: Signature Date
   Registrar

   [Signatures and dates]

   Print Name: Signature Date
   Provost (For new programs, significant revisions and revisions to the General Education Program revisions only.
   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.

   [Signatures and dates]

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

   [Signatures and dates]

   Print Name: Signature Date
   Chair, General Education Committee. For revisions to General Education program only. (Signature indicates that the proposal has been approved by GEC).