|  |
| --- |
| For Academic Affairs and Research Use Only |
| CIP Code:  |  |
| Degree Code: |  |

**Course Revision Proposal Form**

**[ ] Undergraduate Curriculum Council**

**[ X] Graduate Council**

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

|  |  |
| --- | --- |
| Gwendolyn Neal 2/4/2019**Department Curriculum Committee Chair** | Julie Lamb Milligan 2-26-19 Enter date…**COPE Chair (if applicable)** |
| Joan Henley 2/5/2019**Department Chair:**  | Mary Jane Bradley 3/4/2019**Head of Unit (If applicable)**   |
| Wayne W. Wilkinson 2/8/2019**College Curriculum Committee Chair** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…**Undergraduate Curriculum Council Chair** |
| Mary Jane Bradley 2/10/2019**College Dean** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…**Graduate Curriculum Committee Chair** |
|

|  |  |
| --- | --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |

**General Education Committee Chair (If applicable)**   | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…**Vice Chancellor for Academic Affairs** |

1. Contact Person (Name, Email Address, Phone Number)

Annette R. Hux, ahux@astate.edu, 870-972-3062

2. Proposed Starting Term and Bulletin Year for Change to Take Effect

Fall 2019

3. Current Course Prefix and Number

ELAD 6003

ELAD 6053

ELAD 6073

ELAD 6203

ELCI 6063

ELCI 6083

ELCI 6533

3.1 – **[Yes]** Request for Course Prefix and Number change

 If yes, include new course Prefix and Number below. *(Confirm that number chosen has not been used before. For variable credit courses, indicate variable range. Proposed number for experimental course is 9. )*

The Educational Leadership department is “dual listing” our existing 6000-level MSE building level courses as 7000-level courses within our Ed.S. building level programs.

ELAD 7003

ELAD 7053

ELAD 7073

ELAD 7203

ELCI 7063

ELCI 7083

ELCI 7533

3.2 – YES If yes, has it been confirmed that this course number is available for use? YES

 *If no: Contact Registrar’s Office for assistance.*

4. Current Course Title

School and Community Relations

Planning and Resource Allocation

School Law

Ethical Leadership

Curriculum Management

Supervision and Evaluation of Teaching

Theories of Instruction

 4.1 – **[NO]** Request for Course Title Change

 If yes, include new Course Title Below.

 Enter text...

1. If title is more than 30 characters (including spaces), provide short title to be used on transcripts. *Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis).*

Enter text...

1. Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).

Enter text...

5. – **[NO ]** Request for Course Description Change.

 If yes, please include brief course description (40 words or fewer) as it should appear in the bulletin.

 Enter text...

6. – [NO ] Request for prerequisites and major restrictions change.

*(If yes, indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).*

1. **Yes / No** Are there any prerequisites?
	1. If yes, which ones?

Enter text...

* 1. Why or why not?

 Enter text...

1. **Yes / No** Is this course restricted to a specific major?
	1. If yes, which major? Enter text...

7. – [NO ] Request for Course Frequency Change(e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*

 a. If yes, please indicate current and new frequency:

 Enter text...

8. – [NO ] Request for Class Mode Change

*If yes, indicate if this course will be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please* *indicate the current and choose one.*

 Enter text...

9. – [NO ] Request for grade type change

*If yes, what is the current and the new grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])*

 Enter text...

10. YES Is this course dual listed (undergraduate/graduate)?

 a. If yes, indicate course prefix, number and title of dual listed course.

The Educational Leadership department is “dual listing” our existing 6000-level MSE building level courses as 7000-level courses within our Ed.S. building level programs.

11. NO Is this course cross listed?

*(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross listed course.)*

**11.1** – If yes, please list the prefix and course number of cross listed course.

 Enter text...

**11.2** – **Yes / No** Are these courses offered for equivalent credit?

 Please explain. Enter text...

12. NO Is this course change in support of a new program?

a. If yes, what program?

 Enter text...

13. No Does this course replace a course being deleted?

a. If yes, what course?

Enter ..

14. No Will this course be equivalent to a deleted course or the previous version of the course?

a. If yes, which course?

Enter text...

15. No Does this course affect another program?

If yes, provide confirmation of acceptance/approval of changes from the Dean, Department Head, and/or Program Director whose area this affects.

Enter text...

16. Does this course require course fees? NO

*If yes: Please attach the New Program Tuition and Fees form, which is available from the UCC website.*

**Revision Details**

17. Please outline the proposed revisions to the course.

*Include information as to any changes to course outline, special features, required resources, or in academic rationale and goals for the course.*

The Educational Leadership department is “dual listing” our existing 6000-level MSE building level courses as 7000-level courses within our Ed.S. building level programs.

18. Please provide justification to the proposed changes to the course.

 We are in the process of dual listing our building level program in the Educational Leadership MSE and EDS.

19. NO Do these revisions result in a change to the assessment plan?

 *\*If yes: Please complete the Assessment section of the proposal on the next page.*

 *\*If no: Skip to Bulletin Changes section of the proposal.*

***\*See question 19 before completing the Assessment portion of this proposal.***

**Assessment**

**Relationship with Current Program-Level Assessment Process**

20. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

Enter text...

21. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program’s continuous improvement assessment process.

*For further assistance, please see the ‘Expanded Instructions’ document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.*

|  |  |
| --- | --- |
| **Program-Level Outcome 1 (from question #23)** | Type outcome here. What do you want students to think, know, or do when they have completed the course? |
| Assessment Measure | Please include direct and indirect assessment measure for outcome.  |
| Assessment Timetable | What semesters, and how often, is the outcome assessed? |
| Who is responsible for assessing and reporting on the results? | Who (person, position title, or internal committee) is responsible for assessing, evaluating, and analyzing results, and developing action plans? |

 *(Repeat if this new course will support additional program-level outcomes)*

 **Course-Level Outcomes**

22. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

|  |  |
| --- | --- |
| **Outcome 1** | Type outcome here. What do you want students to think, know, or do when they have completed the course? |
| Which learning activities are responsible for this outcome? | List learning activities. |
| Assessment Measure  | What will be your assessment measure for this outcome?  |

*(Repeat if needed for additional outcomes)*

**Bulletin Changes**

|  |
| --- |
| **Instructions**  |
| **Please visit** [**http://www.astate.edu/a/registrar/students/bulletins/index.dot**](http://www.astate.edu/a/registrar/students/bulletins/index.dot) **and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.** **\*Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.** - Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)- New credit hours and text changes should be listed in blue using enlarged font (blue using enlarged font). - Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)*You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the ‘format painter’ icon 🡪 , and selecting the text you would like to apply the change to.* *Please visit* [*https://youtu.be/yjdL2n4lZm4*](https://youtu.be/yjdL2n4lZm4) *for more detailed instructions.* |

**Page 310**

***ELAD 7003. School and Community Relations A study of concepts, programs and procedures for establishing and maintaining positive relations between the school, its constituents, and related agencies. Areas covered include media and public relations, publications, community and parental involvement. Special emphasis is on transitional student support services through interagency collaboration with non-school agencies such as social services, law enforcement, and providers of direct services to persons with disabilities. Dual listed as ELAD 6003***

**PAGE 311**

***ELAD 7053. Planning and Resource Allocation This course addresses planning and resource allocation in public schools. Special attention is given to site-based management responsibilities of the principal. Dual listed as ELAD 6053***

***ELAD 7073. School Law A study of the legal aspects of education for the purpose of familiarizing school personnel with the legal features of school organization and administration. The course will consider constitutional and statutory provisions, but the major emphasis will be directed to the study of court decisions relating to education. Dual listed as ELAD 6073***

***ELAD 7203. Ethical Leadership This course presents an overview of educational administration for practitioners within the context of ethical and professional behavior. Dual listed as ELAD 6203***

**Page 313**

***ELCI 7063. Curriculum Management Presents perspectives, skills, and processes necessary for administrators to manage district and building level curriculum and to formalize the curriculum decision-making process. Dual listed as ELAD 6063.***

***ELCI 7083. Supervision and Evaluation of Teaching This course combines attributes of supervising teaching with the formal aspects of teacher evaluation. Emphasis is upon adult development, clinical supervision, and evaluation process and models extant in public schools . Dual listed as ELCI 6083.***

***ELCI 7533. Theories of Instruction A review of learning theories followed by an intensive study of various models of teaching available to the classroom teacher with emphasis upon mastery of selected models. Dual listed as ELCI 6533***