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

**New or Modified Course Proposal Form**

**[ ] Undergraduate Curriculum Council**

**[X] Graduate Council**

|  |
| --- |
| **[X]New Course, [ ]Experimental Course (1-time offering), or [ ]Modified Course (Check one box)** |

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

|  |  |
| --- | --- |
| Alicia Shaw 9/19/2021**Department Curriculum Committee Chair** | Alicia Shaw 9/24/2021**COPE Chair (if applicable)** |
| Kimberley Davis 9/20/2021 **Department Chair** | Mary Jane Bradley 9/24/2021**Head of Unit (if applicable)**   |
| Wayne Wilkinson 9/22/2021**College Curriculum Committee Chair** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…**Undergraduate Curriculum Council Chair** |
| Mary Elizabeth Spence 9/21/2021**Office of Assessment (new courses only)** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…**Graduate Curriculum Committee Chair** |
| Mary Jane Bradley 9/24/2021**College Dean** | Alan Utter 10/25/2021**Vice Chancellor for Academic Affairs** |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…**General Education Committee Chair (if applicable)**   |  |

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

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

1. **Proposed starting term and Bulletin year for new course or modification to take effect**

Spring 2022..

**Instructions:**

*Please complete all sections unless otherwise noted. For course modifications, sections with a “Modification requested?” prompt need not be completed if the answer is “No.”*

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|  | **Current (Course Modifications Only)** | **Proposed (New or Modified)** *(Indicate “N/A” if no modification)* |
| **Prefix** |  | **ELAD**  |
| **Number\*** |  | **7123** |
| **Title** |  | **Educational Policy and Advocacy** |
| **Description\*\*** |  | A study of the relationship of culture, law, and policy as applied to educational settings.  |

 ***\**** (Confirm with the Registrar’s Office that number chosen has not been used before and is available for use. For variable credit courses, indicate variable range. *Proposed number for experimental course is 9*. )

\*\*Forty words or fewer as it should appear in the Bulletin.

1. **Proposed prerequisites and major restrictions** **[Modification requested? Yes/No]**

(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? **NO**
	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? **Specialist Educational Leadership District Level**
	1. If yes, which major? Enter text...
2. **Proposed course frequency [Modification requested? Yes/No]**

(e.g. Fall, Spring, Summer; if irregularly offered, please indicate, “irregular.”) *Not applicable to Graduate courses.*

Fall, Spring, Summer

1. **Proposed course type [Modification requested? Yes/No]**

Will this course be lecture only, lab only, lecture and lab, activity (e.g., physical education), dissertation/thesis, capstone, independent study, internship/practicum, seminar, special topics, or studio? Please choose one.

Online Lecture

1. **Proposed grade type [Modification requested? Yes/No]**

What is the grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])

Letter grade

1. **Yes / No** Is this course dual-listed (undergraduate/graduate)? NO
2. **Yes / No** Is this course cross-listed? NO

*(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.)*

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

 Enter text...

 **b.** – **Yes / No** Can the cross-listed course be used to satisfy the prerequisite or degree requirements this course satisfies?

 Enter text...

1. **Yes / No** Is this course in support of a new program? NO

a. If yes, what program?

 Enter text...

1. **Yes / No** Will this course be a one-to-one equivalent to a deleted course or previous version of this course (please check with the Registrar if unsure)?
2. If yes, which course?

ELAD 7473 Field Study

**Course Details**

1. **Proposed outline** **[Modification requested? Yes/No]**

(The course outline should be topical by weeks and should be sufficient in detail to allow for judgment of the content of the course.)

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| **Module** | **Lesson(s)** | **Assignment(s)** |
| **Module 1** | Module 1 LectureNELP StandardsLEADS Standards | Administrative Internship PlanDocumentation (log and reflection) for 30 hours of internship activitiesSeminar/Virtual Meeting |
| **Module 2** | Module 2 LectureNELP StandardsLEADS Standards | Documentation (log and reflection) for 30 hours of internship activitiesObservation 1Seminar/Virtual Meeting  |
| **Module 3** | Module 3 LectureNELP StandardsLEADS Standards | Documentation (log and reflection) for 30 hours of internship activitiesObservation 2Seminar/Virtual Meeting |
| **Module 4** | Module 4 LectureNELP StandardsLEADS Standards | Documentation (log and reflection) for 30 hours of internship activitiesObservation 3Seminar/Virtual Meeting |
| **Module 5** | Module 5 Lecture NELP StandardsLEADS Standards | Documentation (log and reflection) for 30 hours of internship activitiesSeminar/Virtual Meeting |

1. **Proposed special features** **[Modification requested? Yes/No]**

(e.g. labs, exhibits, site visitations, etc.)

None

1. **Department staffing and classroom/lab resources**

Use the same faculty as the department currently has.

1. Will this require additional faculty, supplies, etc.?

 NO

1. **Yes / No** 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.*

**Justification**

**Modification Justification (Course Modifications Only)**

1. Justification for Modification(s)

ELAD 7123 Educational Policy and Advocacy needs to be added to the program; due to the fact the superintendent program our Internship course is now 14 weeks long and we do not need the field study to assist the candidates in complete the required time allotment. The faculty wants to add a law course into the program so replacing the Field Study course is the opportunity.

**New Course Justification (New Courses Only)**

1. Justification for course. Must include:

 a. Academic rationale and goals for the course (skills or level of knowledge students can be expected to attain)

 The candidates in the program need to gain skills on school district law and advocacy. The goals of the course are: (1)Identify and apply laws, policy, and advocacy in district-wide settings as they relate to uses of religion. (2) Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of First Amendment; freedoms of speech (3) Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of search and seizure. (4) Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of individuals with disabilities. (5) Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of contracts and employment. (6) Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of equal protection and due process.

b. How does the course fit with the mission of the department? If course is mandated by an accrediting or certifying agency, include the directive.

 This course corresponds with the mission of the College of Education and Behavioral Science by continuing to provide quality professional programs that meet the graduate level standards.

c. Student population served.

Graduate Ed.S District Level –Superintendent of Schools

d. Rationale for the level of the course (lower, upper, or graduate).

Educational Policy and Advocacy needs to be added to the Ed.S. District level course program.  The degree program does not cover school district law and policy to the extent needed for students

**Assessment**

**Assessment Plan Modifications (Course Modifications Only)**

1. **Yes / No** Do the proposed modifications result in a change to the assessment plan?

 *If yes, please complete the Assessment section of the proposal*

**Relationship with Current Program-Level Assessment Process (Course modifications skip this section unless the answer to #18 is “Yes”)**

1. 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?

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| Identify and apply laws, policy, and advocacy in district-wide settings as they relate to uses of religion  |
| Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of First Amendment. freedoms of speech |
| Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of search and seizure. |
| Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of individuals with disabilities. |
| Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of contracts and employment. |
| Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of equal protection and due process. |

1. Considering the indicated program-level learning outcome/s (from question #19), 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.*

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

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| **Program-Level Outcome 1 (from question #19)** | Identify and apply laws, policy, and advocacy in district-wide settings as they relate to uses of religion |
| Assessment Measure |

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| **ELAD 7033 Contemporary Issues -** NELP Standards 2., 5.2 - The Superintendent & Politics with Board of Education, Local, State, & National Organizations NELP Standards 7.3, 7.4 - Issues Impacting Learning in the District **ELAD 7073 Schooling in a Pluralistic Society** NELP Standard 5.3 - District Intervention Diversity Model **ELCI 7523 Curriculum Theory and Practice** NELP Standard 7.1 District Improvement Plan **ELAD 7043 Management of Operational Systems for Learning** NELP Standard 7.2 School Safety Analysis

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| **ELAD 7493 Supervised Internship**Standards 1-8 NELP Content Knowledge and Assessment |

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| Assessment Timetable | Fall, Spring, Summer |
| Who is responsible for assessing and reporting on the results? | Professor of course, program coordinator and faculty discussing data. |
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| **Program-Level Outcome 2 (from question #19)** | Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of First Amendment |
| Assessment Measure |

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| **ELAD 7033 Contemporary Issues -** NELP Standards 2., 5.2 - The Superintendent & Politics with Board of Education, Local, State, & National Organizations NELP Standards 7.3, 7.4 - Issues Impacting Learning in the District **ELAD 7073 Schooling in a Pluralistic Society** NELP Standard 5.3 - District Intervention Diversity Model **ELCI 7523 Curriculum Theory and Practice** NELP Standard 7.1 District Improvement Plan **ELAD 7043 Management of Operational Systems for Learning** NELP Standard 7.2 School Safety Analysis

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| **ELAD 7493 Supervised Internship**Standards 1-8 NELP Content Knowledge and Assessment |

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| Assessment Timetable | Fall, Spring, Summer |
| Who is responsible for assessing and reporting on the results? | Professor of course, program coordinator and faculty discussing data. |

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| **Program-Level Outcome 3 (from question #19)** | Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of search and seizure |
| Assessment Measure |

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| **ELAD 7033 Contemporary Issues -** NELP Standards 2., 5.2 - The Superintendent & Politics with Board of Education, Local, State, & National Organizations NELP Standards 7.3, 7.4 - Issues Impacting Learning in the District **ELAD 7073 Schooling in a Pluralistic Society** NELP Standard 5.3 - District Intervention Diversity Model **ELCI 7523 Curriculum Theory and Practice** NELP Standard 7.1 District Improvement Plan **ELAD 7043 Management of Operational Systems for Learning** NELP Standard 7.2 School Safety Analysis

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| **ELAD 7493 Supervised Internship**Standards 1-8 NELP Content Knowledge and Assessment |

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| Assessment Timetable | Fall, Spring, Summer |
| Who is responsible for assessing and reporting on the results? | Professor of course, program coordinator and faculty discussing data. |

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| **Program-Level Outcome 4 (from question #19)** | Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of individuals with disabilities. |
| Assessment Measure |

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| **ELAD 7033 Contemporary Issues -** NELP Standards 2., 5.2 - The Superintendent & Politics with Board of Education, Local, State, & National Organizations NELP Standards 7.3, 7.4 - Issues Impacting Learning in the District **ELAD 7073 Schooling in a Pluralistic Society** NELP Standard 5.3 - District Intervention Diversity Model **ELCI 7523 Curriculum Theory and Practice** NELP Standard 7.1 District Improvement Plan **ELAD 7043 Management of Operational Systems for Learning** NELP Standard 7.2 School Safety Analysis

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| **ELAD 7493 Supervised Internship**Standards 1-8 NELP Content Knowledge and Assessment |

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| Assessment Timetable | Fall, Spring, Summer |
| Who is responsible for assessing and reporting on the results? | Professor of course, program coordinator and faculty discussing data. |

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| **Program-Level Outcome 5 (from question #19)** | Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of contracts and employment. |
| Assessment Measure |

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| **ELAD 7013 School Personnel Administration**  |  |
| Standard 2.2 Termination of Employment |  |

Standards 2.2, 7.4 Evaluation & Professional DevelopmentStandard 2.3 Job Descriptions & Advertising Standards 2.3, 7.1 Recruiting & Interviewing Standard 2.3 Termination of Employment Standard 5.3 Instructional Audit & Interview Questions **ELAD 7033 Contemporary Issues** Standards 5.2, 5.3, The Superintendent & Politics with Board of Education, Local, State, & National Organizations Standard 7.2, Issues Impacting Learning in the District **ELAD 7023 School Business Management** Standard 7.3 Substitute Teacher Usage **ELAD 7493 Supervised Internship**Standards 1-8 NELP Content Knowledge and Assessment  |
| Assessment Timetable | Fall, Spring, Summer |
| Who is responsible for assessing and reporting on the results? | Professor of course, program coordinator and faculty discussing data. |

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| **Program-Level Outcome 6 (from question #19)** | Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of equal protection and due process. |
| Assessment Measure |

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| **ELAD 7033 Contemporary Issues -** NELP Standards 2., 5.2 - The Superintendent & Politics with Board of Education, Local, State, & National Organizations NELP Standards 7.3, 7.4 - Issues Impacting Learning in the District **ELAD 7073 Schooling in a Pluralistic Society** NELP Standard 5.3 - District Intervention Diversity Model **ELCI 7523 Curriculum Theory and Practice** NELP Standard 7.1 District Improvement Plan **ELAD 7043 Management of Operational Systems for Learning** NELP Standard 7.2 School Safety Analysis

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| **ELAD 7493 Supervised Internship**Standards 1-8 NELP Content Knowledge and Assessment |

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| Assessment Timetable | Fall, Spring, Summer |
| Who is responsible for assessing and reporting on the results? | Professor of course, program coordinator and faculty discussing data. |

 **Course-Level Outcomes**

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

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| **Outcome 1** | Identify and apply laws, policy, and advocacy in district-wide settings as they relate to uses of religion |
| Which learning activities are responsible for this outcome? | Provide a written summary and PowerPoint presentation that will give an overview of legal issues regarding search and seizure. The following will be addressed:* Individual student speech
* School sponsored speech
* Student groups and meetings
* Cyber-World and free speech
* Cyber bullying
* School dress as related to freedom of speech
* Rights of educators
* Academic freedom
* Political public educators

Develop a set of questions, Interview a teacher and a principal, and record their responses on each of the 9 areas involved in this module. |
| Assessment Measure  | Using a rubric to grade the written summary and presentation |

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| **Outcome 2** | Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of First Amendment. freedoms of speech |
| Which learning activities are responsible for this outcome? | Provide a written summary and PowerPoint presentation that will give an overview of legal issues regarding search and seizure. The following will be addressed:Develop a set of questions, interview a teacher and a principal, and record their responses on each of the 9 areas involved in this module.* Individual student speech
* School sponsored speech
* Student groups and meetings
* Cyber-World and free speech
* Cyber bullying
* School dress as related to freedom of speech
* Rights of educators
* Academic freedom
* Political public educators
 |
| Assessment Measure  | Using a rubric to grade the written summary and presentation |

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| **Outcome 3** | Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of search and seizure. |
| Which learning activities are responsible for this outcome? | Provide a written summary and PowerPoint presentation that will give an overview of legal issues regarding freedom of speech. The following will be addressed:* Strip Searches of Students
* School Locker Searches
* Metal Detectors and Administrative Searches
* Security Cameras
* Electronic Privacy
* Searches of School Employees
* Vehicle Searches that are Parked on School Property

Develop a set of questions and interview the school resource officer, high school principal, and middle school/junior high school principal and record their responses on each of the 7 areas involved in this module. |
| Assessment Measure  | Using a rubric to grade the written summary and presentation |

*(Repeat if needed for additional outcomes)*

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| **Outcome 4** | Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of individuals with disabilities. |
| Which learning activities are responsible for this outcome? | Provide a written summary and PowerPoint presentation that will give an overview of legal issues regarding laws and policies for students with disabilities and how they should be observed and/or regulated in your workplace. The following will be addressed:* IDEA
* Extended School Year Services
* IEP
* Least Restrictive Environment (LRE)
* Placements in Private Schools Including Parochial Settings
* Related Services
* Discipline Procedures
* Continuing IEP Services During Removal or Expulsion
* Americans with Disabilities Act (ADA)

Develop a set of questions and interview a special education director and record their responses on each of the 9 areas involved in this module. |
| Assessment Measure  | Using a rubric to grade the written summary and presentation |

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| **Outcome 5** | Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of contracts and employment  |
| Which learning activities are responsible for this outcome? | Provide a written summary and PowerPoint presentation that will give an overview of legal issues regarding laws and policies for students with employment and contract law and how they should be observed and/or regulated in your workplace. The following will be addressed:* Contract Law (as Opposed to At-Will Employees)
* Teacher Tenure and Due Process
* Breach of Contract
* Employment Discrimination
* Issues of Religion, Sex, Sexual Orientation or National Origin Relating to Occupational Qualifications
* Employment Related Testing
* Sexual Harassment
* Marriage and Pregnancy Discrimination
* Age Discrimination
* Personnel Files
* Open Records and Open Meeting Laws

Develop a set of questions and interview the school attorney and record his/her responses on each of the 11 areas involved in this module. |
| Assessment Measure  | Using a rubric to grade the written summary and presentation |

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| **Outcome 6** | Identify and apply laws, policy, and advocacy initiatives in district-wide settings as they relate to issues of equal protection and due process.  |
| Which learning activities are responsible for this outcome? | **Equal Protection and Due Process**Provide a written summary and PowerPoint presentation that will give an overview of legal issues regarding laws and equal protection and due process and how they should be observed and/or regulated in your workplace. The following will be addressed:* Student Expulsion
* In-School Suspension
* In-School Suspension for Students with IEPs
* Corporal Punishment
* Transfers, Disciplinary Transfers, and Alternative Schools
* Investigations
* Disciplinary Interviews
* Questioning Faculty and Other Employees
* Weapons
* Zero Tolerance Policies
* Police Involvement in Schools
* Due Process and Grading Policies

Develop a set of questions and Interview the district superintendent or his/her designee and record their responses on each of the 12 areas involved in this module. |
| Assessment Measure  | Using a rubric to grade the written summary and presentation |

**Bulletin Changes**

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| **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. Please include a before (with changed areas highlighted) and after of all affected sections.** **\*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.**  |

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**Educational Leadership**

**Specialist in Education**

**Superintendency Track**

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| --- | --- |
| **University Requirements:** |  |
| See Graduate Degree Policies for additional information (p. 47) |  |
| **Program Requirements:** | **Sem. Hrs.** |
| ELAD 7013, School Personnel Administration 3  | 3 |
| ELAD 7023, School Business Management | 3 |
| ELAD 7033 Contemporary Issues | 3 |
| ELAD 7043, Management of Operational Systems for Learning | 3 |
| ELAD 7073, Schooling in a Pluralistic Society | 3 |
| ELAD 7103, School District Administration | 3 |
| ~~ELAD 7473, Field Study~~ | ~~3~~ |
| ELAD 7493, Supervised Internship The internship must be completed during the semester in which a candidate completes the degree. | 3 |
| ELCI 7523, Curriculum Theory and Practice  | 3 |
| ELFN 7583, Evaluation of Educational Programs and System | 3 |
| **Subtotal** | 30 |
| **Total Required Hours:**  REW | **30** |

**CHANGES BELOW**

**Educational Leadership**

**Specialist in Education**

**Superintendency Track**

|  |  |
| --- | --- |
| **University Requirements:** |  |
| See Graduate Degree Policies for additional information (p. 47) |  |
| **Program Requirements:** | **Sem. Hrs.** |
| ELAD 7013, School Personnel Administration 3  | 3 |
| ELAD 7023, School Business Management | 3 |
| ELAD 7033 Contemporary Issues | 3 |
| ELAD 7043, Management of Operational Systems for Learning | 3 |
| ELAD 7073, Schooling in a Pluralistic Society | 3 |
| ELAD 7103, School District Administration | 3 |
| **ELAD 7123 Educational Policy and Advocacy** | **3** |
| ELAD 7493, Supervised Internship The internship must be completed during the semester in which a candidate completes the degree. | 3 |
| ELCI 7523, Curriculum Theory and Practice  | 3 |
| ELFN 7583, Evaluation of Educational Programs and System | 3 |
| **Subtotal** | 30 |
| **Total Required Hours:**  REW | **30** |

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**Superintendent**

**Graduate Certificate**

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| **University Requirements:** |  |
| See Graduate Degree Policies for additional information (p. 47) |  |
| **Program Requirements:** | **Sem. Hrs.** |
| ELAD 7013, School Personnel Administration  | 3 |
| ELAD 7023, School Business Management | 3 |
| ELAD 7043, Management of Operational Systems for Learning | 3 |
| ELAD 7103, School District Administration | 3 |
| ~~ELAD 7473, Field Study~~ | ~~3~~ |
| ELAD 7493, Supervised Internship The internship must be completed during the semester in which a candidate completes the degree. | 3 |
| **Subtotal** | 18 |
| **Total Required Hours:**  REW | **18** |

**Superintendent**

**Graduate Certificate**

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| **University Requirements:** |  |
| See Graduate Degree Policies for additional information (p. 47) |  |
| **Program Requirements:** | **Sem. Hrs.** |
| ELAD 7013, School Personnel Administration  | 3 |
| ELAD 7023, School Business Management | 3 |
| ELAD 7043, Management of Operational Systems for Learning | 3 |
| ELAD 7103, School District Administration | 3 |
| **ELAD 7123 Educational Policy and Advocacy** | **3** |
| ELAD 7493, Supervised Internship The internship must be completed during the semester in which a candidate completes the degree. | 3 |
| **Subtotal** | 18 |
| **Total Required Hours:**  REW | **18** |

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**ELAD 7073**. **Schooling in a Pluralistic Society** An examination of diverse cultural backgrounds represented in the nation’s schools. Emphasis is placed on understanding educational and cultural issues along with identifying agencies and programs that are designed to facilitate and nurture learning environments.

ELAD 7123 Educational Policy and Advocacy. A study of the relationship of culture, law, and policy as applied to educational settings.

**ELAD 7103. School District Administration** An examination of the effective performance patterns for school district superintendents with emphasis given to the relationships among the local board of education, superintendent, school personnel, and the community.