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 on the first Tuesday of every month. Submit one signed copy to the Chair of the Curriculum Committee.

1. Originator: Dr. Mary Kropiewnicki
   Graduate Education (Master’s)
   mary.kropiewnicki@wilkes.edu  X 6171

2. Proposal Title: Elimination of Program – Master of Science in Education with a major in Professional Learning Communities (PLCs)

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.
- [x] 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:

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Course Addition Form (plus syllabi)  
5 courses  Course Deletion Form (5 Courses are listed on one 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.

This program was approved in 2010 but never offered for a Master of Science degree with a major in Professional Learning Communities. The intended program was to be offered through the collaborative partnership between Wilkes University’s Graduate Education Department and the National Institute for Professional Practice (NIPP), previously operating under the name of Learning Sciences International (LSI). NIPP is a for-profit organization specializing in eLearning for the professional development of educators.

In reviewing the 2010 curriculum proposal, it stated that 18 credits were to be developed by and taken through NIPP and 12 credits through Wilkes. This proposal is to delete the program and the five courses, which comprise 18 credits that are specific to this program. These five courses were never offered and/or never developed as part of this 30-credit degree.

The rationale for this proposal includes the fact that the approved program was never developed and the premise for a 30-credit degree in a discrete area of professional development (PLCs) does not lend itself to a degree program of significant breadth and rigor. This proposal follows a review of graduate education programming, which resulted in uncovering approved programs that were never moved to development and implementation. The need for this program no longer exists.

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.

No other programs would be affected by this elimination nor revenue affected because the program was never offered. The existing partnership with NIPP does not contain provisions for this specific program in the contract between Wilkes and NIPP nor was a MOU developed to offer this specific program. It is not affiliated with any PDE certification requirements. The program is not listed on the NIPP website.

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.

Dr. Mary Kropiewnicki/Chair Ed Leadership
Print Name/Title
Department chair(s) of all potentially affected programs
Signature
Date
2/28/14

Dr. Rhonda Waskiewicz/Interim Dean SOE
Print Name/Title
Dean(s) of any potentially affected College/School.
Signature
Date
2/28/14

Ms. Susan Hritzak
Print Name
Registrar
Signature
Date
2/28/14

Dr. Terese Wignot
Print Name
Provost (For new programs, significant revisions and revisions to the General Education Program revisions only).
Signature
Date
3/3/14

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.

Dr. Kenneth Klemow
Print Name
Chair, Academic Planning Committee. For new programs, program revisions sent via the provost.
Signature
Date
11 March 2014

Signature indicates that the proposal has been reviewed and approved by APC.
Curriculum Committee Revisions Proposal  
Wilkes University Curriculum Committee  
COURSE DELETION FORM

The five courses, listed below comprise 18 of the 30 credits specific to this degree. They would be deleted.

<table>
<thead>
<tr>
<th>Course Numbers</th>
<th>Required courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDAM 5050</td>
<td>Foundations of the PLC Concept (NIPP course)</td>
<td>3</td>
</tr>
<tr>
<td>EDAM 5051</td>
<td>Building a Collaborative Culture (NIPP course)</td>
<td>3</td>
</tr>
<tr>
<td>EDAM 5052</td>
<td>Creating a Focus on Learning (NIPP course)</td>
<td>3</td>
</tr>
<tr>
<td>EDAM 5053</td>
<td>Creating a Results Oriented PLC (NIPP course)</td>
<td>3</td>
</tr>
<tr>
<td>EDAM 5054</td>
<td>Assessing and Advancing on the PLC Continuum</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>(New course—never developed or offered)</td>
<td></td>
</tr>
</tbody>
</table>

The remaining courses (12 credits) that were to be required to complete the degree program are approved Wilkes courses currently offered in other graduate education programs. They include: EDAM 5031—crosslisted as ED 524 Action Research for Educational Change, EDAM 5032 crosslisted as ED 520 Using Assessment to Guide Instruction, EDAM 5034 Applying Advanced Technology to Support Standards-based Instruction, ED 522 Curriculum and Instruction. These courses will remain as active graduate courses.

Effective date of program and course deletion (semester/year): Upon approval Spring 2014