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 Endorsement Certificates in Technology and School Reform for Teacher Leaders and for School Administrators

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:

_____ 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 2009 but never offered for two program endorsement certificates intended to be the result of a collaborative partnership between Wilkes University’s Graduate Education Department and CaseNEX, a private organization specializing in elearning for the professional development of educators. This proposal is to delete the two programs and the five courses specific to these endorsements: Program Endorsement Certificate in Technology and School Reform for Teacher Leaders (12 credits) and Program Endorsement Certificate in Technology and School Reform for School Administrators (12 credits).

Three of the courses were required for both endorsement programs. The final required course in the proposed sequence differed depending on whether the participant was a teacher or an administrator. The rationale for the 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 these programs 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 it was never offered. While the courses were approved, the partnership was never established nor was the program. No contract or MOU was developed. The endorsement was to be given through the university and was not affiliated with any PDE certification requirements. There is no information on this program or these courses on the CaseNEX site, nor any mention of Wilkes University as a partner.

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:  Dr. Mary Kropiewnicki  
Signature:  
Date:  2/28/14

Department chair(s) of all potentially affected programs

Dr. Rhonda Waskiewicz/Interim Dean SOE  
Print Name/Title:  Dr. Rhonda Waskiewicz  
Signature:  
Date:  2/28/14

Dean(s) of any potentially affected College/School.

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

Registrar

Dr. Terese Wignot  
Print Name:  Dr. Terese Wignot  
Signature:  
Date:  3/3/14

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.

Dr. Kenneth Kimmel  
Print Name:  Dr. Kenneth Kimmel  
Signature:  
Date:  3/3/14

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.
Curriculum Committee Revisions Proposal
Wilkes University Curriculum Committee
COURSE DELETION FORM

The five courses, listed below, comprise the endorsement programs and would be deleted.

<table>
<thead>
<tr>
<th>Course Numbers</th>
<th>Required courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDCS 5100</td>
<td>A Framework for School Reform</td>
<td>3</td>
</tr>
<tr>
<td>EDCS 5101</td>
<td>Planning, Executing, and Sustaining Reform Initiatives</td>
<td>3</td>
</tr>
<tr>
<td>EDCS 5102</td>
<td>Creating Effective Learning Environments for Technology Integration</td>
<td>3</td>
</tr>
<tr>
<td>EDCS 5103</td>
<td>Designing, Teaching and Assessing Technology-Enhanced Lessons (for teachers)</td>
<td>3</td>
</tr>
<tr>
<td>EDCS 5104</td>
<td>Technology, Schools, Challenge and Change (for administrators)</td>
<td>3</td>
</tr>
</tbody>
</table>

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