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: Dr. Mary Kropiewnicki, Chair
   Department of Educational Leadership
   Phone 408-6171
   Email mary.kropiewnicki@wilkes.edu

2. Proposal Title: Master of Science in Education with a major in International School Leadership: Program Revision

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.
- [x] 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) Change in course requirements for degree seeking students

4. Indicate the number of course modification forms that apply to this proposal:

- 0 Course Addition Form
- 0 Course Deletion Form
- 4 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.

It was determined that updates are needed to the Wilkes course offerings that are part of the 36-credit degree online partner program in International School Leadership offered with Performance Learning Systems (PLS)/3rd Learning and the Association for the Advancement of International Education (AAIE). The program, approved in AY 2011-2012, has eight 3-credit courses offered by the partners and four 3-credits courses offered by Wilkes.

This proposal only addresses the four Wilkes courses in this degree program. These four courses were previously approved with EDIL or ED acronyms and crosslisted as EDIL or were unique to this program and have not yet been offered. This proposal removes the crosslisted numbering, which tends to confuse students, and proposes more appropriate coursework for international school educators at the master's level with courses that are being offered or can be offered in other degree programs at the master's level.

Existing Wilkes Course Requirements: 12 credits
EDIL 5009 Organizational and Leadership Theory (crosslisted with ED 614)
EDIL 5010 Introduction to Educational Research (crosslisted with ED 681)
EDIL 5011 Technology Leadership (crosslisted with ED 587)
EDIL 5012 Intercultural Communications

Proposed Wilkes Course Requirements: 12 credits
Required: 6 credits
ED 508 Intercultural Communication
ED 525 Introduction to Educational Research

Electives: 6 credits (Choose two courses)
ED 510 Psychological Foundations of Education
ED 513 Comparative Foundations of Education
ED 515 Cognition
ED 585 Integrating Technology into the Curriculum
ED 587 Technology Leadership
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.

This proposal was shared with the partners in this program. The proposed changes only affect the graduate education curriculum offered within the School of Education. This proposal is linked to the MS in Education with a major in Teaching and Learning (see new program proposal) and the MS in Education with a major in Educational Leadership (see program revision proposal). Courses in this proposal will continue to be offered as part of other programs at the master’s and doctoral levels, with the exception of the course proposed for deletion. There are currently only five admitted students in the EDIL program, and they will be transitioned to the new Wilkes requirements.

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.

Master of Science in International School Leadership: 36 credits

**PLS/3rd Learning/AAIE courses: 24 credits**
- EDIL 5001 Vision and Mission to Guide International Schools
- EDIL 5002 Leading for Staff and Student Learning in International Schools
- EDIL 5003 Governance in International Schools
- EDIL 5004 International School Management and Leadership
- EDIL 5005 Building and Sustaining a Healthy International School Culture
- EDIL 5006 Ethical Leadership in International Schools
- EDIL 5007 Situational Awareness and Diplomacy in International Schools
- EDIL 5008 Continuous Professional Growth for International School Leaders

**Wilkes courses: 12 credits**

**Required: 6 credits**
- ED 508 Intercultural Communication
- ED 525 Introduction to Educational Research

**Electives: 6 credits (Choose two courses)**
- ED 510 Psychological Foundations of Education
- ED 513 Comparative Foundations of Education
- ED 515 Cognition
- ED 585 Integrating Technology in the Curriculum
- ED 587 Technology Leadership

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

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

Ms. Susan Hritzak  
Print Name  
Registrar

Dr. Terese Wignot  
Print Name  
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.

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.
Wilkes University Curriculum Committee  
COURSE CHANGE FORM

**Directions:** Use this form to change information relating to an existing course. Please note, changes to course number require separate course addition/deletion forms (not this form!). Only indicate changes that are proposed (existing and proposed), other fields should be left blank.

**Course Number:** EDIL 5009 (crosslisted with ED 614)  
**Course Title:** Introduction to Educational Research

The proposed incidental change removes the EDIL crosslisted number as part of the M.S. of Education in International School Leadership new program proposal approved in AY 2011-2012. ED 614 is an existing doctoral level course offered in a hybrid format. ED 614 will continue to be offered as part of the leadership core at the doctoral level. There are no other changes to this course.

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<thead>
<tr>
<th>Existing</th>
<th>Proposed</th>
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<tr>
<td><strong>Course Number</strong></td>
<td>EDIL 5009 / ED 614</td>
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<td><strong>Course Title</strong></td>
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<td><strong>Course Credit</strong></td>
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<td>hours. (Indicate classroom, lab or “other” hours.</td>
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<tr>
<td><strong>Course Prerequisites</strong></td>
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<tr>
<td><strong>Course Description</strong> (as proposed for Bulletin)</td>
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</tbody>
</table>

*Course descriptions provide an overview of the topics covered. If the course is offered on a scheduled basis, i.e. every other year, or only during a set semester, note this in the description. Course descriptions should be no more than two to three sentences in length.*
Wilkes University Curriculum Committee
COURSE CHANGE FORM

Directions: Use this form to change information relating to an existing course. Please note, changes to course number require separate course addition/deletion forms (not this form!). Only indicate changes that are proposed (existing and proposed), other fields should be left blank.

Course Number: EDIL 5010 (crosslisted with ED 681)
Course Title: Introduction to Educational Research

The proposed incidental change removes the EDIL crosslisted number as part of the M.S. of Education in International School Leadership new program proposal approved in AY 2011-2012. ED 681 is a doctoral level introductory research course offered in a hybrid format. There is an existing introductory master’s level research course, ED 525, that can be offered online with content more appropriate to meet the needs of master’s level students. ED 681 will continue to be offered at the doctoral level to prepare students for more advanced research courses. There are no other changes to this course.

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<thead>
<tr>
<th>Course Number</th>
<th>EDIL 5010 / ED 681</th>
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<tr>
<td>Course Title</td>
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<td>ED 681</td>
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<td>Course Description (as proposed for Bulletin)¹</td>
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¹ Course descriptions provide an overview of the topics covered. If the course is offered on a scheduled basis, i.e. every other year, or only during a set semester, note this in the description. Course descriptions should be no more than two to three sentences in length.
Wilkes University Curriculum Committee
COURSE CHANGE FORM

Directions: Use this form to change information relating to an existing course. Please note, changes to course number require separate course addition/deletion forms (not this form!). Only indicate changes that are proposed (existing and proposed), other fields should be left blank.

Course Number: EDIL 5011 (crosslisted with ED 587)
Course Title: Technology Leadership

The proposed incidental change removes the EDIL crosslisted number as part of the M.S. of Education in International School Leadership new program proposal approved in AY 2011-2012. ED 587 is an existing online course offered in several other master’s programs. There are no other changes to this course.

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<td>EDIL 5011 / ED 587</td>
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<td>Course Title</td>
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Wilkes University Curriculum Committee  
COURSE CHANGE FORM

**Directions:** Use this form to change information relating to an existing course. Please note, changes to course number require separate course addition/deletion forms (not this form!). Only indicate changes that are proposed (existing and proposed), other fields should be left blank.

Course Number: **EDIL 5012**  
Course Title: **Intercultural Communications**

The proposed incidental change removes the EDIL crosslisted number and assigns a new ED number, updated title, and description. This course was approved as part of the M.S. of Education in International School Leadership new program proposal in AY 2011-2012. This course is now going to be offered in other leadership and international programs due to the need for students to have a more comprehensive understanding of intercultural communicative competence in diverse educational settings.

<table>
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<tr>
<td><strong>Course Number</strong></td>
<td><strong>EDIL 5012</strong></td>
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<tr>
<td><strong>Course Title</strong></td>
<td><strong>Intercultural Communications</strong></td>
</tr>
<tr>
<td><strong>Course Credit hours. (Indicate classroom, lab or “other” hours.</strong></td>
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<tr>
<td><strong>Course Prerequisites</strong></td>
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<tr>
<td><strong>Course Description (as proposed for Bulletin)</strong>(^1)</td>
<td>This course examines the ways cultural differences, attitudinal factors, and characteristics of the communication process influence interaction in intercultural settings. The course focuses upon intercultural competence and leadership, as well as the impact of cultural influences on the communication process and relationship development. Special emphasis is given to intercultural competence in educational settings.</td>
</tr>
</tbody>
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\(^1\) Course descriptions provide an overview of the topics covered. If the course is offered on a scheduled basis, i.e. every other year, or only during a set semester, note this in the description. Course descriptions should be no more than two to three sentences in length.