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 second 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: Name: Dr. Karim Medico Letwinsky
   Department: School of Education, Doctoral Department
   Phone and email: x5512/ karim.letwinsky@wilkes.edu

2. Proposal Title: Ed.D International Course Requirement Change- ED 616 Replacing ED 623

3. Check only one type of proposal: (double click on the appropriate check box and change default value to “checked”). Each different type of proposal must be submitted on a separate form.

☐ New Program. (Major or Minor Degree Programs). This requires prior review and approval by the Provost and APC. Major = minimum of 30 credits, minor = minimum of 18 credits.

☐ New Concentration, Track, or Certificate. The Provost determines if review and approval by APC is necessary. Concentration – minimum of 12 credits, certification, endorsement and track are discipline specific.

☐ Elimination of Program. (Major or Minor Degree Programs). This requires prior review and approval by the Provost and APC.

☐ Elimination of Concentration, Track, or Certificate. The Provost determines if review and approval by APC is necessary.

☒ 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)

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

_____ Course Addition Form (Attach Syllabi: refer to Faculty Handbook for requirements)

_____ Course Deletion Form

_____ Course Change Form

Revised 4/30/2018
4. 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.

The purpose of this proposal is to remove ED 623 Educational Technology Leadership from the Doctor of Education in Educational Leadership- International and replace this course with ED 616 Current Issues and Trends in Global Education. This change was necessitated by an identified gap curricular gap in current and purposeful integration of global education topics. Additionally, the international Educational Leadership track, comprised of five courses, contained two course devoted specifically to educational technology. Due to this gap and duplication, it is proposed that ED 616 Current Issues and Trends in Global Education take the place of ED 623 Educational Technology Leadership.

5. 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.

There are no other programs affected by this proposed change. Since ED 616 Current Issues and Trends in Global Education is an existing course, no additional resources are required to make this program change.

6. 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.

Leadership: 9 credits
- ED 610 Ethics for Educational Leaders
- ED 612 Leadership, Diversity, & Societal Change
- ED 614 Organizational and Leadership Theory

Research: 12 credits
- ED 681 Introduction to Educational Research
- ED 682 Quantitative Methods for Educational Research I
- ED 683 Qualitative Methods in Educational Research I
- ED 685 Quantitative Methods for Educational Research II OR ED 686 Qualitative Methods in Educational Research II

Dissertation: 9 credits
- ED 697 Dissertation Proposal Seminar
- ED 698 Dissertation Proposal
- ED 699 Dissertation

Educational Leadership: 15 credits

Revised 4/17/2018
- ED 615 Professional Seminar in Educational Leadership
- ED 629 Strategic Thinking and Planning
- ED 616 Current Issues and Trends in Global Education- (Replaces ED 623 Educational Technology Leadership)
- ED 632 Cognition and Learning
- ED 643 Trends and Innovations in Instructional Technology

**Concentration in Instructional Leadership: 15 credits**
- ED 670 Curriculum Theory
- ED 672 Curriculum Design and Instructional Models
- Plus three electives from available doctoral level courses

7. New Program Assessments: (For new programs ONLY)

All new major programs reviewed through the Curriculum Committee must complete this section. Please consult the following page for guidance in developing an assessment plan: [https://wilkes.edu/about_wilkes/university_committees/assessment/assessment_planning.aspx](https://wilkes.edu/about_wilkes/university_committees/assessment/assessment_planning.aspx)

a. Please list program-level student learning outcomes (SLOs) that all program majors should be able to demonstrate upon graduation from the program. SLOs should be worded such that student performance can be measured directly.

 Insert Text Here...

b. Please briefly describe current plans for how student performance on each program-level SLO will be assessed. Be sure to answer where (which courses), when (frequency), and how (assessment method) for each SLO.

 Insert Text Here...

c. Please identify by name any external accreditation agency or agencies that will influence assessment planning. Include standards or requirements from that accreditor that must be followed when developing the program’s assessment plan. You are encouraged to share specific, current web links to relevant content when standards or requirements related to assessment are substantial.

 Insert Text Here...

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.

[Signature]

Print Name/Title: [Signature]

Date: 11/11/18

Revised 4/17/2018
Department chair(s) of all potentially affected programs

Rhonda M. Rabbitt, Dean

Print Name/Title: Signature: Date:

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

Susan Hitzak

Print Name: Signature: Date:

Registrar

Print Name: Signature: Date:

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.

Print Name: Signature: Date:

Chair, General Education Committee. For revisions to General Education program only.
(Signature indicates that the proposal has been approved by GEC).

Revised 4/17/2018