Minutes

Teacher Education Council

October 30, 2012

CRA221 @ 4:00 p.m.

Members and guests present are recorded on the attached sign-in sheet.

Dean Sherry Field called the meeting to order and welcomed those in attendance. Members and guests introduced themselves after which Dean Field detailed the role of the Teacher Education Council. A quorum was established.

Action items:

A. Department of Agriculture—Modify the Curriculum in Agriculture Education for Teacher Licensure
1. Delete AGPM3104, Introduction to Entomology,
2. Delete one hour of elective,
3. Add AGPA1033, Introduction to Agronomy
4. Add AGAS3021, Livestock Selection and Evaluation,
5. Change the course number for AGAS2083 to 2084

Dr. Holeyfield moved to approve, and Dr. Bean seconded. Dr.Killingsworth spoke about the proposals.

Motion—approved.

B. Department of Art—Modify the Curriculum in Fine Arts and Arts for Teacher Licensure
1. Change the course number for ART2703, Introduction to Sculpture, to ART3073

Dr. Bean moved to approve, and Dr. Bell seconded. Dr. Ward spoke about the proposal.

Motion—approved.

C. Department of English and World Languages—Delete the Master of Education in Secondary English

Dr. Bean moved to approve, and Dr. Killingsworth seconded. Dr. Bell responded to questions about the future of the program and the viability of the present program.

Motion—approved.

D. Center for Leadership and Learning—Modify the Delivery of the Curriculum in the Master of Education in Education Leadership
1. Change the delivery from blended (less than 50% online) to major online delivery (approximately 95%).

Dr. Bean moved to approve, and Dr. Gleason seconded. Dr. Chadwick and Dean Gunter spoke about the proposal.

Motion—approved.

Dr. Bell moved to adjourn, and Dr. Bean seconded. The meeting adjourned at 4:20 p.m.

Attendance

Teacher Education Council

October 30, 2012

Name	Initial if in attendance	School Represented
Beth Ash	BA	ATU
Linda Bean	LCB	ATCL
David Bell	DB	ATU
Gail Bradley		
Sherry Field	SF	ATU
Matt Foy		
Diane Gleason	DG	Arts & Humanities
Mary Gunter	MG	Graduate College - ATU
Annette Holeyfield	mah	Arkansas Tech University
Justin Killingsworth	JK	ATU Dept. of Ag.
Cindy Kuonen		
June Lawson		
Tim Leggett	T.L.	Timothy W Leggett
Crystal Lowery	CL	Graduate Asst in Crabaugh
James Musser	JRM	NHS ATU
Sheri Shirley		
Rebecca Shopfner	RS	CLL
Matt Stephen	MS	CLL
Dawn Ward	mw	College Arts & Humanities
Mona Chadwick	mc	CLL

Teacher Education Council

Agenda

October 30, 2012, 4:00 p.m., Crabaugh Hall

I.)   Welcome and Introductions

II.)   Determine Quorum

III.)   Action Items

      A. Department of Agriculture—Modify the Curriculum in Agriculture Education for Teacher Licensure

          1. delete AGPM 3104, Introduction to Entomology,
          2. delete one hour of elective,
          3. add AGPS 1033, Introduction to Forestry, *Agronomy*
          4. add AGAS 3021, Livestock Selection and Evaluation,
          5. change the course number for AGAS 2083 to 2084, and

      B. Department of Art—Modify the Curriculum in Fine Arts and Arts for Teacher Licensure

          1. change the Course number for ART 2703, Introduction to Sculpture, to ART 3071, and *3013*

      C. Department of English and World Languages—Delete the Master of Education in Secondary English, and

      D. Center for Leadership and Learning—Modify the Delivery of the Curriculum in the Master of Education in Education Leadership

          1. change the delivery from blended (less than 50% online) to major online delivery (approximately 95%).

IV.)   Adjourn

Arkansas Tech University
PROPOSAL FOR CHANGE IN PROGRAM

TO: Curriculum Committee or Graduate Council (as appropriate)

FROM: Department of Agriculture

DATE SUBMITTED: 10/1/2012

REQUEST FOR CHANGE IN PROGRAM (Modification or Deletion of Existing Major, Option or Minor)

Title	Signature	Date
Department Head		
Dean	*Malcolm R. Rainey*	10-3-12
Teacher Education Council (if applicable)	*Willy Hagler*	10-3-12
Graduate Council (if applicable)		
Registrar	*Tammy Rhodes*	10/1/12
Vice President for Academic Affairs		

Program Title:	Effective Date:
BS in Agricultural Education	2013-14 Academic Year

Outline change in program and attach curriculum matrix:
Delete AGAS 2082 Feeds And Feeding And Add AGAS 2084 Feeds And Feeding
Delete AGPM 3104 (*Introduction to Entomology*) and 1 Elective Hour from the program of study;
Add AGPS 1033 (*Introduction to Agronomy*) and AGAS 3021 (*Livestock Selection and Evaluation*).

What impact will the change have on staffing, on other programs and space allocation?

No new faculty will be needed for the additional course.

Please provide a rationale for the need for this new course including the evidence derived from your program assessment. Assessment evidence may come from direct and indirect measures of student learning as well as analysis of the current state of the discipline.

Proposed changes align more closely with breadth of content for development of Arkansas agriculture educators. There are no secondary agriculture courses or FFA contests in Arkansas that present need for in-depth background in entomology. Content in agronomy and livestock evaluation would benefit preservice development for teaching in agriculture classes (i.e., Survey of Ag Systems, Animal Science, and Biological Animal Science) and supervising agricultural experiences (e.g., livestock entrepreneurship projects). Likewise, other reputable institutions (e.g., University of Missouri, University of Arkansas, and Oklahoma State University) have previously justified similar course offerings.

If this course will affect other departments a Departmental Support Form for each affected department must be attached.	
Course changes should not impact other departments.	
In the attached matrix, outline in specific detail how your proposal will alter the program (include course number and title)	

Fall Start Curriculum Matrix for Catalog	
Curriculum in Agricultural Education	
(enter title for program changing)	
Freshman Fall Semester	Freshman Spring Semester
Add/Change: **AGPS 1003 – Introduction to Agronomy**	Add/Change:
Delete: **Elective (1 hour)**	Delete:
Total Hours: **16**	Total Hours:
Sophomore Fall Semester	Sophomore Spring Semester
Add/Change:	Add/Change:
Delete:	Delete:
Total Hours:	Total Hours:
Junior Fall Semester	Junior Spring Semester
Add/Change: **AGAS 3021 – Livestock Selection & Evaluation**	Add/Change: AGAS 2084 Feeds And Feeding
Delete: **AGPM 3104 – Introduction to Entomology**	Delete: AGAS 2083 Feeds And Feeding
Total Hours: **14**	Total Hours:
Senior Fall Semester	Senior Spring Semester
Add/Change:	Add/Change:
Delete:	Delete:
Total Hours:	Total Hours:

Spring Start (If applicable) Curriculum Matrix for Catalog

Curriculum in Agricultural Education

(enter title for program changing)

Freshman Spring Semester	Freshman Fall Semester
Add/Change: **AGPS 1003 – Introduction to Agronomy** Delete: **Elective (1hour)** Total Hours: **16**	Add/Change: Delete: Total Hours:
Sophomore Spring Semester	Sophomore Fall Semester
Add/Change: ·Delete: Total Hours:	Add/Change: **AGAS 3021 – Livestock Selection & Evaluation** Delete: **MATH 2163 – Introduction to Statistical Methods** Total Hours: **14**
Junior Spring Semester	Junior Fall Semester
Add/Change: AGAS 2084 Feeds And Feeding **MATH 2163 – Introduction to Statistical Methods** Delete: AGAS 2083 Feeds And Feeding **AGPM 3104 – Introduction to Entomology** Total Hours: ~~17~~ 18	Add/Change: Delete: Total Hours:
Senior Spring Semester	Senior Fall Semester
Add/Change: Delete: Total Hours:	Add/Change: Delete: Total Hours:
Total Program Hours: **120**	

Arkansas Tech University
PROPOSAL FOR CHANGE IN PROGRAM

TO: Curriculum Committee or Graduate Council (as appropriate)

FROM: Department of Agriculture

DATE SUBMITTED: 10/1/2012

REQUEST FOR CHANGE IN PROGRAM (Modification or Deletion of Existing Major, Option or Minor)

Title	Signature	Date
Department Head		
Dean	*Malcolm R Rainey*	9-28-12
Teacher Education Council (if applicable)	*Willy Hoofer*	9-28-12
Graduate Council (if applicable)		
Registrar		
Vice President for Academic Affairs	*Tammy Rhodes*	10/1/12

Program Title: BS in Agricultural Education	Effective Date: 2013-14 Academic Year

Outline change in program and attach curriculum matrix:

Delete AGPM 3104 (*Introduction to Entomology*) and 1 Elective Hour from the program of study; Add AGPS 1033 (*Introduction to Agronomy*) and AGAS 3021 (*Livestock Selection and Evaluation*).

What impact will the change have on staffing, on other programs and space allocation?

No new faculty will be needed for the additional course.

Please provide a rationale for the need for this new course including the evidence derived from your program assessment. Assessment evidence may come from direct and indirect measures of student learning as well as analysis of the current state of the discipline.

Proposed changes align more closely with breadth of content for development of Arkansas agriculture educators. There are no secondary agriculture courses or FFA contests in Arkansas that present need for in-depth background in entomology. Content in agronomy and livestock evaluation would benefit preservice development for teaching in agriculture classes (i.e., Survey of Ag Systems, Animal Science, and Biological Animal Science) and supervising agricultural experiences (e.g., livestock entrepreneurship projects). Likewise, other reputable institutions (e.g., University of Missouri, University of Arkansas, and Oklahoma State University) have previously justified similar course offerings.

Spring Start (If applicable) Curriculum Matrix for Catalog Curriculum in **Agricultural Education** (enter title for program changing)	
Freshman Spring Semester Add/Change: **AGPS 1003 – Introduction to Agronomy** Delete: **Elective (1hour)** Total Hours: **16**	**Freshman Fall Semester** Add/Change: Delete: Total Hours:
Sophomore Spring Semester Add/Change: Delete: Total Hours:	**Sophomore Fall Semester** Add/Change: **AGAS 3021 – Livestock Selection & Evaluation** Delete: **MATH 2163 – Introduction to Statistical Methods** Total Hours: **14**
Junior Spring Semester Add/Change: **MATH 2163 – Introduction to Statistical Methods** Delete: **AGPM 3104 – Introduction to Entomology** Total Hours: **17**	**Junior Fall Semester** Add/Change: Delete: Total Hours:
Senior Spring Semester Add/Change: Delete: Total Hours:	**Senior Fall Semester** Add/Change: Delete: Total Hours:
Total Program Hours: **120**	

If this course will affect other departments a Departmental Support Form for each affected department must be attached.	
Course changes should not impact other departments.	
In the attached matrix, outline in specific detail how your proposal will alter the program (include course number and title)	

<table>
<tr><td colspan="2" align="center">Fall Start Curriculum Matrix for Catalog
Curriculum in Agricultural Education
(enter title for program changing)</td></tr>
<tr>
<td>Freshman Fall Semester

Add/Change:
AGPS 1003 – Introduction to Agronomy

Delete:
Elective (1 hour)

Total Hours:
16</td>
<td>Freshman Spring Semester

Add/Change:

Delete:

Total Hours:</td>
</tr>
<tr>
<td>Sophomore Fall Semester

Add/Change:

Delete:

Total Hours:</td>
<td>Sophomore Spring Semester

Add/Change:

Delete:

Total Hours:</td>
</tr>
<tr>
<td>Junior Fall Semester

Add/Change:
AGAS 3021 – Livestock Selection & Evaluation

Delete:
AGPM 3104 – Introduction to Entomology

Total Hours:
14</td>
<td>Junior Spring Semester

Add/Change:

Delete:

Total Hours:</td>
</tr>
<tr>
<td>Senior Fall Semester

Add/Change:

Delete:

Total Hours:</td>
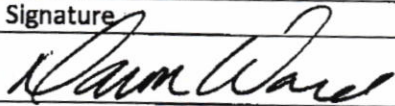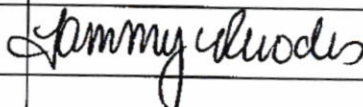<td>Senior Spring Semester

Add/Change:

Delete:

Total Hours:</td>
</tr>
</table>

Arkansas Tech University
PROPOSAL FOR CHANGE IN PROGRAM

TO: Curriculum Committee or Graduate Council (as appropriate)

FROM: Art Department

DATE SUBMITTED:

REQUEST FOR CHANGE IN PROGRAM (Modification or Deletion of Existing Major, Option or Minor)

Title	Signature	Date
Department Head Dr. D. Ward	*Darin Ward*	9/21/12
Dean Dr. M. Tarver	*H. M. T.*	9-25-72
Teacher Education Council (if applicable)		
Graduate Council (if applicable)		
Registrar	*Tammy Rhodes*	10/1/12
Vice President for Academic Affairs		

Program Title: Bachelor of Arts in Art Education	Effective Date: Fall Catalog 2013-14

Outline change in program and attach curriculum matrix:

Change course number of Art 2703 Introduction to Sculpture, to ART 3073.

What impact will the change have on staffing, on other programs and space allocation?
Change will help decrease the number of Special Problems offerings for graduating seniors.

Please provide a rationale for the need for this new course including the evidence derived from your program assessment. Assessment evidence may come from direct and indirect measures of student learning as well as analysis of the current state of the discipline.

This course is currently being offered by all other Public four year universities in Arkansas as a 3000 level course. Art 2413 Intro to Three Dimensional Design, a 3D media foundation course and prerequisite for Intro to Sculpture at all 4 year Public universities; including ATU is a 2000 level course. All other intro to studio media classes (such as Art 3803 Intro to Printmaking, Art 3603 Intro to Ceramics, Art 3403 Intro to Painting, Art 3903 Introduction to Fiber Arts) are 3000 level courses. The only exception is Art 1303 Intro to Drawing which is a core level class. It would allow students who transfer in to get equivalent credit if taken at another institution. Many of our graphic design majors currently take this course receive general-elective credit. It would allow them to take the course as a major elective and make it easier for them to attain the 40 hour upper level credit requirement. It will also help to decrease the need for 3000 and 4000 special problems courses for Fine Art and Graphic Design majors.

If this course will affect other departments a Departmental Support Form for each affected department must be attached. N/A	
In the attached matrix, outline in specific detail how your proposal will alter the program (include course number and title)	

<table>
<tr><td colspan="2" align="center">Fall Start Curriculum Matrix for Catalog
Curriculum in
FINE ARTS
(enter title for program changing)</td></tr>
<tr>
<td>Freshman Fall Semester

Add/Change:

Delete:

Total Hours:</td>
<td>Freshman Spring Semester

Add/Change:

Delete:

Total Hours:</td>
</tr>
<tr>
<td>Sophomore Fall Semester

Add:

Delete

Total Hours:</td>
<td>Sophomore Spring Semester

Add/Change

Delete:

Total Hours:</td>
</tr>
<tr>
<td>Junior Fall Semester

Add/Change: Art 2703 Introduction to Sculpture to

ART 3073 Introduction to Sculpture

Delete:

Total Hours:</td>
<td>Junior Spring Semester

Change:

Delete:

Total Hours:</td>
</tr>
</table>

Arkansas Tech University
PROPOSAL FOR CHANGE IN PROGRAM

TO: Graduate Council

FROM: English and World Languages

DATE SUBMITTED: October 4, 2012

REQUEST FOR DISCONTINUE M.ED. IN ENGLISH EDUCATION

Title	Signature	Date
Department Head	*Carl Brucker*	10-4-12
Dean	*H. Mc Fa*	10-9-12
Teacher Education Council		
Graduate Council		
Registrar	*Tammy Rhodes*	10/10/12
Vice President for Academic Affairs		

Program Title: M.Ed. in English Education	Effective Date: July 1, 2013
Outline change in program and attach curriculum matrix: Discontinue the M. Ed. in English Education.	
What impact will the change have on staffing, on other programs and space allocation? As no students have completed this degree in recent years, the deletion of the program will have no effect on staffing.	
Please provide a rationale for the need for this new course including the evidence derived from your program assessment. Assessment evidence may come from direct and indirect measures of student learning as well as analysis of the current state of the discipline. Three students completed the M.Ed. in English Education between 2004 and 2009. No students have completed this degree in the past three years.	
If this course will affect other departments a Departmental Support Form for each affected department must be attached. Because no students have completed this degree in three years, its discontinuation should have no important impact on any other department. We have attached a Departmental Support form from Dr. David Bell, Head of the Department of Curriculum and Instruction.	

Arkansas Tech University
DEPARTMENTAL SUPPORT FORM

REQUEST TO DISCONTINUE M.ED. IN ENGLISH EDUCATION

Department Affected: Curriculum and instruction	This department ☒ supports ☐ does not support the change.
Comments:	

Department Head Signature: _David Bell_

Date: _10-4-2012_

Secondary Education English

The purpose of the master's program in English is to advance student understanding of English teaching, content, and research.

Dr. Tim Carter,
Associate Professor
Crabaugh Hall, Room 207
(479) 968-0420
tcarter@atu.edu

Degree Requirements

Candidates for the Master of Education degree with a specialization in English must complete 18 semester hours in English and 18 semester hours in education.

English Core Requirements (18 hours)

ENGL 6013 Structure of the English Language
ENGL 6023 Composition Theory and Practice
English Electives 9 - 12 semester hours
ENGL 6993 Thesis Research*

Professional Education Core Requirements (18 hours)

EDFD 6003 Educational Research
EDFD 6993 Project in Educational Research
EDFD 6313 Principles of Curriculum Development
EDFD 6203 Supervision of Instruction or
EDFD 6503 Classroom and Behavioral Management
EDFD 6053 The At-Risk Child in the School Environment
EDFD 6043 Current Issues in Human Learning or
EDFD 6403 Social and Historical Factors in Education
SEED 6993 Thesis Research*

* Thesis option only. If non-thesis option is selected, SEED 6993 would not be required.

Arkansas Tech University
PROPOSAL FOR CHANGE IN PROGRAM

TO: Curriculum Committee or Graduate Council (as appropriate)

FROM: Center for Leadership and Learning

DATE SUBMITTED: October 1, 2012

REQUEST FOR CHANGE IN PROGRAM (Modification or Deletion of Existing Major, Option or Minor)

Title	Signature	Date
Department Head Dr. Mona Chadwick	*Mona Chadwick*	10/1/12
Dean Dr. Mary B. Gunter	*Mary B. Gunter*	10/.12
Teacher Education Council (if applicable)		
Graduate Council (if applicable)		
Registrar	*Tammy Rhodes*	10/10/12
Vice President for Academic Affairs		

Program Title: Master of Education in Educational Leadership	Effective Date: June 1, 2013
Outline change in program and attach curriculum matrix: No program change. Request change in program delivery. (See attached memo)	
What impact will the change have on staffing, on other programs and space allocation? None	
Please provide a rationale for the need for this new course including the evidence derived from your program assessment. Assessment evidence may come from direct and indirect measures of student learning as well as analysis of the current state of the discipline. N/A	
If this course will affect other departments a Departmental Support Form for each affected department must be attached. N/A	
In the attached matrix, outline in specific detail how your proposal will alter the program (include course number and title) (See attached ADHE Letter of Notification)	

[] COPY

To: Teacher Education Council
 Graduate Council

From: Mona Chadwick, Interim Department Head *MC*
 Center for Leadership and Learning

Re: Proposal for On-Line Educational Leadership Program

Date: October 1, 2012

The Center for Leadership and Learning requests your review of this submission of a proposal for an on-line Master of Education in Education Leadership (EDLD). This proposal is a modification of our existing approved EDLD program which has been offered as a blended model with less than 50% of the program offered on-line. There will be no change in the program. Only the program delivery method will be changed with approximately 95% of the program on line. The inclusion of semester seminars will allow a portion of the program to be delivered face-to-face.

The change in delivery mode will include the use of video conferencing, CIV, electronic bulletin boards, the Blackboard platform, email, chat, wikkis, blog, and Tegrity video recording to aid in course delivery. The only change in existing approved syllabi would be the inclusion of course delivery methods.

Thank you for your review of this letter of notification for the proposed program.

COPY

Appendix I

Arkansas Department of Education

Professional Education Program Proposal

COVER SHEET

Institution: Arkansas Tech University _____ **Date Submitted:** October 1, 2012

Program Contact Person: Dr. Mona Chadwick **Position/Title:** Interim Dept. Head/Asst. Prof.

Phone: (479) 356-2001 _____ **Email:** mchadwick@atu.edu _____

Name of program: Master of Education Education Leadership ___ **CIP Code:** 13.0401 _____

Degree or award level (B.S., M.A.T., post-baccalaureate, etc.): ___ Master of Education _____

Is this program intended to prepare candidates for educator licensure in Arkansas? xYes ☐No

If yes, indicate the title and grade range of the license for which candidates will be prepared:

Title: Building Level Principal _____ Grade Range: ___ P-12 _____

Proposal is for:

_____ **New Educator Licensure Program** (Traditional)
(Complete Section A)

_____ **New Educator Licensure Program with Distance Learning Technology***
Z9Complete Sections A and D)

_____ **New Educator Licensure Endorsement Program**
(Complete Section B)

_____ **New Educator Licensure Endorsement Program with Distance Learning Technology***
(Complete Sections B and D)

_____ **Revision(s) to an Approved Licensure Program**
(Complete Section C)

_____ **Revision(s) to an Approved Program with Distance Learning Technology***
(Complete Section C and D)

_X__ **Converting a Traditional Program to a Distance learning Technology Program***
(Complete Sections C and D)

*At least 50% of the curriculum is delivered via distance learning technology.

Indicate the portion of the proposed program to be delivered via distance learning technology (on-line).
_ 95 _ %

Proposed starting date for the program: Fall semester 2013 _____

Will this program be offered at more than one site? ____Yes ___X__No

Note: Prior approval by AHECB is required for Arkansas public institutions and institutions certified under Ark. Code Ann. §6-61-301 to offer programs at off-campus sites.

If yes, list the sites where the program will be offered. _____

_____

_____

Revised 4/1/2010

Institutions with at least one certificate or degree program approved for distance technology by the Arkansas Higher Education Coordinating Board must submit Letter of Notification-13 to request approval to offer additional existing (on-campus) certificates or degrees via distance technology. The institution must submit to ADHE a copy of the e-mail notification to the Higher Learning Commission (HLC) about the proposed distance technology program. If HLC requires a focused visit for the proposed distance technology program, please submit the scheduled review date.

Definitions

Distance technology (e-learning) – When technology is the primary mode of instruction for the course (50% of the course content is delivered electronically).

Distance instruction – When a course does not have any significant site attendance, but less than 50% of the course is delivered electronically, e.g., correspondence courses.

Distance program – When at least 50% of the major courses are delivered via distance technology.

1. Institution submitting request:

   Arkansas Tech University

2. Contact person/title:

   Mona Chadwick, Interim Department Head
   Center for Leadership and Learning
   Arkansas Tech University
   227 State Rd. 333 South
   Russellville AR 72802

3. Telephone number/e-mail address:

   Office ph: (479) 356-2001

   mchadwick@atu.edu

4. Name of Existing Certificate or Degree:

   Master of Education
   Educational Leadership

5. Proposed Effective Date for distance technology delivery: Fall 2013

6. CIP Code/Degree Code: 13.0401

PROGRAM INFORMATION

7. Reason for offering program by distance technology:

This program is designed to offer students a specialized program of study to meet the educational needs of professional practitioners who are actively engaged as educators. These practitioners have expressed

the need to continue work on the master's degree, but are limited to taking courses that are available as a web based offering due to geographic barriers and time constraints. Most students seeking a master's degree in Educational Leadership work full-time, have families requiring care, experience summers that are filled with training for their work in schools, or are involved in teaching summer school or other summer programs.

8. Provide the list of courses (course number/title) in the certificate or degree listed above currently offered by distance technology. Indicate which existing distance technology courses are taught by adjunct faculty.

EDLD 6002 Administrative Law

EDLD 6102 School Finance
None of these two courses are taught by Adjuncts.

9. List of new courses and course descriptions for distance technology courses for the degree listed above. Indicate which new distance technology courses will be taught by adjunct faculty.

EDLD 6013: School Organization and Leadership

Principles and concepts of school organization and the role of the educational leader.

EDLD 6023: Organizational Change

A study of change theory as it affects educational organizations with specific attention given to the public school system. The use of programs such as ACSIP in directing change within the school.

EDLD 6113: Action Research and Data Analysis

This course will address the theories and practice of research with emphasis on action research for school improvement. The course will focus on gathering, accessing, and interpreting information needed for effective decision-making for high performing schools.

EDLD 6153: Communication with School and Community

Identification, study, and analysis of concepts and procedures to develop and implement effective communication and public relations strategies between the school and the community. Also includes community analysis, school issues, public responses, and policy development.

*EDLD 6203: Education and Society: Continuities and Discontinuities—Adjunct Faculty

The relationship between society and educational systems including factors which have either positive or negative effects upon the stability of the system.

*EDLD 6253: Instructional Leadership—sometimes taught by adjunct faculty

Principles of effective instructional leadership including the role of the principal as an instructional leader focusing on the critical friend and clinical supervision models, curriculum and data analysis.

Note: This course is a prerequisite for EDLD 6402.

EDLD 6313: Principles of Curriculum for School Leadership

A study of the elements and principles of curriculum design and construction for principals at the elementary, middle and secondary school levels. The course considers the school leader's role in curriculum development, implementation and evaluation.

*EDLD 6352: Physical Environment of Schools—sometimes taught by Adjunct faculty

A study of the effects of the physical environment of the school upon instruction and learning. The course will include the development of physical plants conducive to and effective for learning.

EDLD 6402: Working with the Marginal Performer

Prerequisite: EDLD 6253

The application of supervision in working with teachers with marginal success is the focus. The course will include a study of mentoring and teacher evaluations systems.

EDLD 6554: Administrative Internship

Directed on-the-job activities. Designed to give instructional leaders experience in the various subsystems composing the education system.

EDLD 6991: Professional Portfolio

Students will develop a portfolio organized to provide evidences demonstrating proficiency supporting the standards for Arkansas licensure requirements for building level administrators. This professional portfolio will be a comprehensive collection of artifacts reflective of the program of study designed to meet the standards for school leaders.

Note: After completing this course, students who do not successfully present their portfolio the semester they are scheduled for review will be required to reenroll the semester they request to reschedule for review.

* Adjunct faculty teaches or sometimes teaches these courses.

10. Provide the course syllabus for each distance technology course for the program listed above and indicate the maximum class size for each distance course. Indicate the course delivery mode(s) and class interaction mode(s) for each distance technology course.
EDLD 6013: School Organization and Leadership

The course will have approximately 20 students and will be capped at 25.

This course will be delivered using the following delivery modes:
  On-line
  Video Conferencing
  Compressed-video (CIV)
  100% web-based

The following class interaction modes will be utilized:
  Electronic bulletin boards
  Blackboard including its interactive tools
  E-mail
  Telephone
  Fax
  Chat
  Blog
  Video conferencing

EDLD 6002: Administrative Law
This course will be delivered using the following delivery modes:
  On-line
  Video Conferencing
  Compressed-video (CIV)
  100% web-based

The following class interaction modes will be utilized:
  Electronic bulletin boards
  Blackboard including its interactive tools
  E-mail
  Telephone
  Fax
  Chat
  Blog
  Video conferencing

EDLD 6102: School Finance
The course will have approximately 20 students and will be capped at 25.
This course will be delivered using the following delivery modes:
  On-line
  Video Conferencing
  Compressed-video (CIV)
  100% web-based

The following class interaction modes will be utilized:
  Electronic bulletin boards
  Blackboard including its interactive tools
  E-mail
  Telephone
  Fax
  Chat
  Blog
  Video conferencing

EDLD 6023: Organizational Change

The course will have approximately 20 students and will be capped at 25.
This course will be delivered using the following delivery modes:
  90% On-line
  Video Conferencing
  Compressed-video (CIV)
  Blended Delivery – Seminar sessions will be utilized quarterly
  • Seminar will allow face to face time for specific change topics and the development of the proposal for change in their schools.

The following class interaction modes will be utilized:
  Electronic bulletin boards
  Blackboard including its interactive tools
  E-mail
  Telephone
  Fax
  Chat
  Blog
  Video conferencing

EDLD 6113: Action Research and Data Analysis

The course will have approximately 20 students and will be capped at 25.
This course will be delivered using the following delivery modes:
  90% On-line
  Video Conferencing
  Compressed-video (CIV)
  Blended Delivery – Seminar sessions will be utilized quarterly.
  • One seminar will involve instruction in scholarly writing and library research

The following class interaction modes will be utilized:
  Electronic bulletin boards
  Blackboard including its interactive tools
  E-mail
  Telephone
  Fax
  Chat
  Blog
  Video conferencing

EDLD 6153: Communication with School and Community

The course will have approximately 20 students and will be capped at 25.
This course will be delivered using the following delivery modes:
  100% On-line
  Video Conferencing
  Compressed-video (CIV)

The following class interaction modes will be utilized:
  Electronic bulletin boards

Blackboard including its interactive tools
E-mail
Telephone
Fax
Chat
Blog
Video conferencing

EDLD 6203: Education and Society: Continuities and Discontinuities

The course will have approximately 20 students and will be capped at 25.
This course will be delivered using the following delivery modes:
 On-line
 Video Conferencing
 Compressed-video (CIV)
 100% web-based

The following class interaction modes will be utilized:
 Electronic bulletin boards
 Blackboard including its interactive tools
 E-mail
 Telephone
 Fax
 Chat
 Blog
 Video conferencing

EDLD 6253: Instructional Leadership

The course will have approximately 20 students and will be capped at 25.
This course will be delivered using the following delivery modes:
 90% On-line
 Video Conferencing
 Compressed-video (CIV)
 Blended Delivery – Seminar sessions will be utilized quarterly
 • Collaboration with their assigned distributed leadership team (Counselor, curriculum administrator and principal candidates) will occur on-line with a selected Ed.S Candidate. A team meeting with the Ed.S. Candidate will be held in one seminar resulting in written recommendations to the Ed.S. candidate in response to data analysis of a school and will include recommendations for school improvement.

The following class interaction modes will be utilized:
 Electronic bulletin boards
 Blackboard including its interactive tools
 E-mail
 Telephone
 Fax
 Chat
 Blog

Video conferencing

EDLD 6313: Principles of Curriculum for School Leadership

The course will have approximately 20 students and will be capped at 25.
This course will be delivered using the following delivery modes:
        On-line
        Video Conferencing
        Compressed-video (CIV)
        100% web-based

The following class interaction modes will be utilized:
        Electronic bulletin boards
        Blackboard including its interactive tools
        E-mail
        Telephone
        Fax
        Chat
        Blog
        Video conferencing

EDLD 6352: Physical Environment of Schools

The course will have approximately 20 students and will be capped at 25.
This course will be delivered using the following delivery modes:
        90% On-line
        Video Conferencing
        Compressed-video (CIV)
        Blended Delivery – Seminar sessions will be utilized for field experiences.
    • One of the seminar's will involve playground safety laws and a visit to a playground in the area

The following class interaction modes will be utilized:
        Electronic bulletin boards
        Blackboard including its interactive tools
        E-mail
        Telephone
        Fax
        Chat
        Blog
        Video conferencing

EDLD 6402: Working with the Marginal Performer

The course will have approximately 20 students and will be capped at 25.
This course will be delivered using the following delivery modes:
        On-line
        Video Conferencing
        Compressed-video (CIV)
        Blended Delivery – Seminar sessions will be utilized one time per semester
    • One of the seminars will involve the culmination of documentation collected during the class term of one of two fictitious marginal teachers. Administrators will conduct the summative year-end conference with the teacher and give recommendations for renewing the contract or termination.

The following class interaction modes will be utilized:
Electronic bulletin boards
Blackboard including its interactive tools
E-mail
Telephone
Fax
Chat
Blog
Video conferencing

EDLD 6554: Administrative Internship

The course will have approximately 20 students and will be capped at 25.
This course will be delivered using the following delivery modes:
On-line
Video Conferencing
Compressed-video (CIV)

Blended Delivery – Seminar sessions will be utilized two times (two semester internship)
- One session will be utilized for a mentor/intern meeting either face to face or through video conferencing in order to train the mentor and provide them with protected time to schedule the activities.
- Another session will be provided during the second semester of the internship to discuss the teacher coaching exercise.

The following class interaction modes will be utilized:
Electronic bulletin boards
Blackboard including its interactive tools
E-mail
Telephone
Fax
Chat
Blog
Video conferencing

EDLD 6991: Professional Portfolio

The course will have approximately 20 students and will be capped at 25.
This course will be delivered using the following delivery modes:
90% On-line
Video Conferencing
Compressed-video (CIV)
Blended Delivery – A seminar session will be utilized one time during class to give the student examples of completed portfolios and a mock portfolio review process during the semester seminar.

The following class interaction modes will be utilized:
Electronic bulletin boards
Blackboard including its interactive tools
E-mail
Telephone
Fax
Chat
Blog
Video conferencing

11. Discuss the provisions for instructor-student and student-student interaction that are included in the program design and the course syllabus.

Students will be asked to purchase a web-cam and microphone for use with Skype, ooVoo, or other free software sessions with the professor. They are encouraged to make an appointment with the professor using this method of communication or other Blackboard conferencing technologies. Office hours for phone calls are listed on the syllabi. They are also encouraged to email the instructor. Both synchronous and asynchronous times are set for students to discuss topics on Blackboard's interactive tool, discussion board. Students can be placed in groups in which discussions can take place over selected topics. They can use numerous other tools such as chat, discussion board, email, etc. in order to develop group responses to prompts. Students can develop blogs for the group and can use the journal to reflect upon their learning. Settings can be changed in the journal giving only the professor the ability to view the journal. Compressed video may also be used for group meetings.

12. Provide a semester-by-semester degree plan/course schedule for student access to all courses necessary to complete the program.

Course Number	Course Title	Semester Enrolled
EDLD 6013	School Organization and Leadership	Summer I
EDLD 6203	Education and Society	Summer I
**********	Seminar "Meeting of the Cohorts"	1 day seminar/conference format with all cohort members in morning. Afternoon consists of training in library research and scholarly writing.
EDLD 6113	Action Research and Data Analysis	Summer II
**********	Seminar	1 day seminar to complete face to face assessment in EDLD 6253 and to complete candidacy forms for spring registration
EDLD 6253	Instructional Leadership	Fall
EDLD 6002	Administrative Law (on-line)	Fall
**********	**Turn in Candidacy Form During Fall Semester** Seminar	
		1 day seminar to discuss expectations for the spring semester and to complete teacher guided field experience in EDLD 6352
EDLD 6352	Physical Environment of Schools	Spring
EDLD 6153	Communication with School an d Community	Spring
EDLD 6313	Principles of Curriculum for School Leadership	Summer I
EDLD 6102	School Finance	Summer I

**********	Seminar "Meeting of the Cohorts"	1 day seminar/conference format will all cohorts
EDLD 6991	Professional Portfolio	Fall
EDLD 6402	Working With the Marginal Performer	Fall
**********	Seminar	1 day seminar to participate in mock summative conference with a marginal teacher with year--long documentation and appraisals. Internship meetings are also conducted with mentor via Skype conference
EDLD 6552-01	Administrative Internship	Fall
EDLD 6023	Organizational Change	Spring
EDLD 6552-02	Administrative Internship	Spring
**********	Seminar	1 day seminar to turn in internship notebook, and complete portfolio reviews.
34Hours		
	Portfolio Review	Spring
	Portfolio Results Forwarded to Registrar	
	Graduation	Spring (May)

********** Seminars—Cohort options will include face to face on-campus and/or CIV to sites that will not be known until the cohort is formed.

13. Provide a list of services that will be supplied by consortia partners or outsourced to another organization (faculty/instructional support, course materials, course management and delivery, library-related services, bookstore services, services providing information to students, technical services, administrative services, online payment arrangements, student privacy consideration, services related to orientation, advising, counseling or tutoring, etc.) **Include the draft contract/Memorandum of Understanding (MOU) for each partner/organization offering faculty/instructional support for the program.** Submit final contract/MOU signed by partner institutions or organizations upon completion of ADHE proposal review.

No services will be supplied by consortia partners or outsourced. Class cohort sizes will ideally be limited to 20 students per cohort with a maximum of 30 students in one class.

14. Estimate costs for the proposed distance technology program for the first 3 years. Include faculty release time costs for course/program planning and delivery.

No new costs will be incurred for the proposed distance technology program. Some of the existing courses have already been placed on line. Others are being developed by the department head and the program director. The courses have already been developed. Converting them to a 90% web based format will not incur new costs.

15. Provide institutional curriculum committee review/approval date for proposed distance technology program.

16. Provide documentation that proposed program has been reviewed/approved for distance technology delivery by licensure/certification board/agency, if required. [HLC review must follow ADHE review and AHECB program approval.]

17. Provide additional program information if requested by ADHE staff.

INSTITUTIONAL APPROVAL

President/Chancellor Approval Date:

Board of Trustees Notification Date:

Chief Academic Officer:

Date:

LON-13