



Minnesota State University, Mankato HOLD and CLEAR buttons only compatible with Acrobat V. 4 and 5  
**Curriculum Proposal**

Please type or select the requested information. Print completed forms, add appropriate paper attachments, and route through MSU's curricular process for recommendations and decisions.

College: <u>Education</u>	(Check all that apply):	Proposal # <u>225</u>
Department: <u>Ed. Studies: K-12 and Sec. Programs</u>	<input checked="" type="checkbox"/> Undergraduate	Effective Date of Change:
Program: <u>undergraduate</u>	<input type="checkbox"/> Graduate	Academic Year <u>05-04</u>
Type of Change: <u>COURSE PROPOSALS</u>	CIP # _____	(For Office Use Only)
Proposed: <u>Course Withdrawal</u>		
Title Current: <u>Topics in Environmental Education</u>		
Title Proposed: _____		
24-Char. Abbrev: _____		

Course Designator and Number	Number of Credits
KSP 486	1-3
_____	_____
(if applicable)	

Include a course or program description for the Bulletin (30-40 words maximum for courses, 100 for programs):

**Rationale or Justification for change:**

Approximately five years ago the COE went through a reorganization. As a result some courses have not been offered and will not be in the future. Therefore, the KSP Dept is requesting that they be withdrawn. No proposed are required for any programs.

**\*\*\*For General Education or Cultural Diversity Courses Only\*\*\***

General Education Course:		Cultural Diversity Course:
GE Category #	GE Category Name (Maximum of 3 Categories)	(Please check one.)
<u>N/A</u>		<input type="checkbox"/> Core (At least 75% devoted to topics of race, gender, sexual orientation, age, class, and disabilities as they occur in United States Society.)
<u>N/A</u>		<input type="checkbox"/> Related (At least 25% devoted to the above topics or to a global perspective on topics related to African American, Asian, Hispanic, and Native American inhabitants of the United States.)
<u>N/A</u>		

? For Writing Intensive Courses, attach a description of the kind and quantity of writing.  
 ? For Upper Division Courses, include a description of the respects in which it is broad and general rather than narrow and specific, and so suitable as GE.

Attach paper copies of the following:

- Syllabus or course outline.
- Course's student learning outcomes associated with each GE competency or CD designation.
- List of strategies to be used to assess students' achievement of each GE competency or CD designation.

**\*\*\*For New Courses\*\*\***

(Check all that apply):	Instructional Type: <u>Lecture</u>	Course will be offered:
<input type="checkbox"/> Course is an elective.	Grading Format: <input type="checkbox"/> Grade <input type="checkbox"/> P/N	<input type="checkbox"/> Fall Semester
<input type="checkbox"/> Course is required for program		<input type="checkbox"/> Spring Semester
<input type="checkbox"/> Pre- or Co-requisites:		<input type="checkbox"/> Summer Session
<input type="checkbox"/> Other courses are being changed or eliminated. (Explain.) _____		

Course content or title is similar to courses in other departments. (Attach copy of letter of agreement with other program(s) contacted. Indicate the nature of the discussions and/or resolution of differences or potential conflicts.)

Attach paper copies of the following:

- Syllabus or course outline.
- Course's student learning outcomes.
- A list of resources required to offer and support this course.
- A description of how teaching this course will affect department staffing.
- If 400/500 level course, an explanation of added expectations of graduate students.



Minnesota State University, Mankato  
**Curriculum Proposal**

**\*\*\*For Program Proposals\*\*\***

Attach paper copies of the following:

- a. Student learning outcomes for the program.
- b. Minutes from department and college curriculum meetings in which action was taken on this proposal.
- c. Program Assessment Plan. Forms are available on the Academic Affairs Web site:  
<http://www.mnsu.edu/acadaf/pra/forms/>
- d. List of program requirements for **New** programs, or a list of **Current** and **Proposed** program requirements for **Redesigned** programs.
- e. A list of resources required to offer and support this program.
- f. A description of how offering this program will affect department staffing.
- g. A list of additional library holdings required for this program.

Please include rationale for any proposed changes in number of program credits:

**\*\*\*For Programs Requiring MnSCU Approval\*\*\***

If any of the following changes are proposed, please fill out and attach MnSCU Program Approval Forms, which are available on the Academic Affairs Web site:

<http://www.mnsu.edu/acadaf/Curriculum/currformsprocess.html>

1. **Creation** of an entirely new program.
2. **Redesign** of existing programs, which takes any of the following forms:
  - 7 Addition or deletion of a program option. Options are part of program design in which 30-50% of the courses are required as part of a common core for all students, and which offers curriculum alternatives greater than 30% of the total number of credits in the major. Options are appropriate to baccalaureate or masters programs.
  - 7 Addition or deletion of a program emphasis. Emphases are part of program design in which more than 50% of the courses are required as part of a common core for all students, and which offers curriculum alternatives with a minimum of nine credits. Emphases are appropriate to associate and baccalaureate programs.
  - 7 Change in program name.
  - 7 Change in program CIP #.
  - 7 Change in TOTAL program credits.
  - 7 Change in degree award. For example, changing a B.A. to B.S.
  - 7 Creation of a new degree award in a related academic area. Examples include creation of a certificate program from an existing degree program, or a new degree program from an existing degree program (e.g., Art History BA from Art BA.)
3. **Relocation** of an existing program. This is a proposal to move an existing program from one site to be exclusively offered at another site, and requires closing the program offered at the original site. For example, a program offered both on-campus and through extended campus is to be offered only at the extended campus site.
4. **Replication** of an existing program. This is a proposal to offer an existing program at a new site, which may be an existing MnSCU-approved site, or another campus of the same institution. Replicated programs are offered at both the original site and the new location.
5. **Suspension** or **reinstatement** of a program. This proposal suspends admission of students into an existing program, and is good for three years. Reinstatement proposals request the reopening of student admissions into a given program.
6. **Closure** of a program. This proposal requests closure of an existing program and its removal from an institution's official inventory of academic programs. Unless a department seeks to re-open a suspended program, it should be closed within three years of suspension.



Minnesota State University, Mankato  
Curriculum Proposal

\*\*\*Signature Page\*\*\*

**Department**

Recommended (Category/ies \_\_\_\_\_)  
 Not Recommended (Category/ies \_\_\_\_\_)

Patricia Hoffman 11/24/05  
Department Chair Date

Comments:

**College Curriculum Committee**

Recommended (Category/ies \_\_\_\_\_)  
 Not Recommended (Category/ies \_\_\_\_\_)

[Signature] 11/18/05  
Committee Chair Date

Comments:

**College Dean**

Recommended (Category/ies \_\_\_\_\_)  
 Not Recommended (Category/ies \_\_\_\_\_)

[Signature] 11/31/06  
Dean Date

Comments:

**General Education Subcommittee**

Recommended (Category/ies \_\_\_\_\_)  
 Not Recommended (Category/ies \_\_\_\_\_)

\_\_\_\_\_  
General Education Subcommittee Chair Date

Comments:

**Undergraduate Curriculum and Academic Policy Committee**

Recommended (Category/ies \_\_\_\_\_)  
 Not Recommended (Category/ies \_\_\_\_\_)

[Signature] 5/3/05  
UCAP Faculty Chair Date

Comments:

**Faculty Association Graduate Committee**

Recommended  
 Not Recommended

\_\_\_\_\_  
Faculty Association Graduate Chair Date

Comments:

**Graduate Dean**

Recommended  
 Not Recommended

\_\_\_\_\_  
Graduate Dean Date

Comments:

**Academic Affairs Council**

Recommended (Category/ies \_\_\_\_\_)  
 Not Recommended (Category/ies \_\_\_\_\_)

[Signature] 5/10/06  
Assistant Vice President Date

Comments:

**Senior Vice President and Vice President for Academic Affairs**

Approved (Category/ies \_\_\_\_\_)  
 Not Approved (Category/ies \_\_\_\_\_)

[Signature] 5/10/06  
Sr. Vice President / Vice Pres. Academic Affairs Date

Comments:

Minnesota State University, Mankato  
College of Education  
Department of Educational Studies: K-12 and Secondary Programs

**DRAFT**

**Date:** Nov. 9, 2005  
**Location:** AH 309  
**Time:** 12:30-1:00

**Present:** D. Anderson, D. Bussler, D. Dona, D. Descy, D. Ganss, R. Hersrud, P. Hoffman,  
V. Hudson, D. Jesseman, L. Kessler, S. Mullins, S. Page, L. Underwood

Patti made several announcements and distributed notes from the department chair Meeting.

Honors Program minor – 4 areas – faculty are needed – 1-3 cr overloads available.  
Summer online interest survey results – completely online courses conflict with summer surplus dollars – faculty should think about hybrid courses.

Vacancy notice for Maureen Prens's position.

Faculty are encouraged to identify students who may need intervention early – problems need to be documented before students enroll in Block 3. Discussion regarding full-time faculty vs. adjunct teaching KSP 210 so screening can be done early in program. Patti will revisit this issue at another meeting.

Faculty should check Seniority Roster for accuracy.

Patti stated that some office redesign will be taking place next summer; project is still in the planning stages.

Diversity Dinner is November 18<sup>th</sup> – Dean Miller is reserving a table for College of Education.

Patti said she had replies from several adjunct interested in the social gathering planned for November 30<sup>th</sup>. Location is still to be decided.

Debra Anderson announced that December 14 from 12-4:00 pm will be the final session of curriculum mapping.

Scott Page – Grad Committee announcements:

Collaboration with Jill Conlon on a certificate in Parent Education.

\$60,000 endowment from Enid Small for scholarships in Business Education.

Articulation meeting held on the collaborative program in Business Education with Winona State University.

Scott will be meeting with Superintendent, Bloomington Public Schools, and developing a proposal for graduate courses/certificates they may be interested in.

Paul Waskow will be here on Friday from 9-11:00 doing a presentation on E-Folio for anyone interested.

Rene` brought forth three curriculum proposals to change titles and credits of current KSP courses not being used into three courses for the NBPTS certification.

KSP 625 Philosophy & History of Education

KSP 626 Advanced Reference

KSP 627 Advanced Materials for Children

Discussion. Faculty consensus to keep KSP 625 Philosophy & History of Education for future use. KSP 623 Photography would be available instead.

Rene` plans to follow-up with a certificate proposal for NBPTS at a later date.

Don made motion and Sandra seconded to approve these curricular changes. Motion carried.

Sandra reported on the Sub Meet & Confer Planning and Budget meeting.

Doug reported on the General Education Committee.

Deb A. reported on the Research Release and Reassignment Committee.

Scott reported the Grad Committee changed Thesis course to 1-6 credits.

Deb J. reported on the Web Committee and Technology Committee.

Don reported on Extended Learning/online national standards – also Faculty Improvement Grant Committee ran out of money.

Linda reported on Faculty Research Grants.

Doug reported on International Study group.

Patti announced the faculty will meet every Wednesday from 12-1 through end of semester except Nov. 23.

Discussion of General Education courses.

Scott went through KSP curriculum – inactive course numbers – and asked that they be dropped. (Scott has list)

Deb A. made motion and Deb J seconded to adjourn at 1:00 pm

Submitted by Vicky Hudson.

## **Educational Studies: K-12 and Secondary Programs**

The following courses are to be withdrawn:

KSP 416 Information Resources	2 cr
KSP 418 Materials for Young Adults	3 cr
KSP 422 Design & Production of Resources	2 cr
KSP 423 Sexist Influences in Human Development	3 cr
KSP 429 Utilization of Internet Resources	2 cr
KSP 430 WWW Construction for Educators	2 cr
KSP 444 The Social Context of Learning	3 cr
KSP 486 Topics in Environmental Education	1-3 cr