Minnesota State University, Mankato
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.

(Check all that apply):

College: Education
Department: Ed. Studies: K-12 and Sec. Programs
Program: K-12 and Secondary Programs
Type of Change: PROGRAM PROPOSALS
Proposed: Redesign/Add/Delete Program Option

Title Current: ____________________________
Title Proposed: ____________________________
24-Char. Abbrev: ____________________________

Effective Date of Change: 5/2
Academic Year: 07-08

For General Education or Cultural Diversity Courses Only***

<table>
<thead>
<tr>
<th>GE Category #</th>
<th>GE Category Name (Maximum of 3 Categories)</th>
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<tbody>
<tr>
<td>N/A</td>
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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:

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

For New Courses***

Instructional Type: Lecture
Grading Format: □ Grade □ P/N

Course will be offered:
□ Fall Semester
□ Spring Semester
□ Summer Session

□ 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:

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


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](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:
   - 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.
   - 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.
   - Change in program name.
   - Change in program C/P #.
   - Change in TOTAL program credits.
   - Change in degree award. For example, changing a B.A. to B.S.
   - 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 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.
Proposal for Program Change  
K-12 and Secondary Programs  
Undergraduate initial teacher licensure program

d. **Current Program Requirements** A minimum 2.5 cumulative GPA  
**Proposed Program Requirements** A minimum 2.75 cumulative GPA

e. No additional resources are required to offer and support this program.

f. The proposed GPA change will not affect department staffing.

g. No additional library holdings are required for the proposed change in GPA.
<table>
<thead>
<tr>
<th>Committee</th>
<th>Recommended</th>
<th>Not Recommended</th>
<th>Chair</th>
<th>Date</th>
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<tbody>
<tr>
<td>College Curriculum Committee</td>
<td>X</td>
<td></td>
<td>Guy Reid</td>
<td>10-10-07</td>
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<tr>
<td>College Dean</td>
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<td>Millers</td>
<td>10-16-07</td>
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<td>Undergraduate Curriculum and</td>
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<td>Academic Policy Committee</td>
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<td>Academic Affairs Council</td>
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<td></td>
<td>Dee Flanery</td>
<td>12/17/07</td>
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<td>Senior Vice President and Vice</td>
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<td></td>
<td>12/18/07</td>
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<tr>
<td>President for Academic Affairs</td>
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Comments:

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**Signature Page**

- Department Chair: Signed
- Date: 9-18-07
- Comments:

- College Curriculum Committee Chair: Signed
- Date: 10-10-07
- Comments:

- College Dean: Signed
- Date: 10-16-07
- Comments:

- General Education Subcommittee Chair: Signed
- Date: 12/10/07
- Comments:

- Undergraduate Curriculum and Academic Policy Committee Chair: Signed
- Date: 12/10/07
- Comments:

- Faculty Association Graduate Committee Chair: Signed
- Date: 12/10/07
- Comments:

- Graduate Dean: Signed
- Date: 12/10/07
- Comments:

- Academic Affairs Council Chair: Signed
- Date: 12/17/07
- Comments:

- Senior Vice President and Vice President for Academic Affairs: Signed
- Date: 12/18/07
- Comments:
Present: Debra Anderson, Maurella Cunningham, Anne Dahlman, Patti Hoffman, Vicky Hudson, Deb Jesseman, Hyeong-Jong Lee, Sandra Mullins, Guy Reid, John Solis
(Don Descey, Daria Dona, Kitty Foord and Guy Reid arrived late due to Personnel Committee meeting.)
Guest: Scott Page

Sandra Mullins announced that the Personnel Committee was holding a brief but urgent meeting and that those faculty (Don Descey, Daria Dona, Kitty Foord and Guy Reid) would be joining the meeting shortly.

Debra Anderson made motion and Anne Dahlman seconded to approve the August 23rd minutes with changes noted: (spelling; Policy Review and Procedures Committee – John Solis, and Field Experience Ad Hoc Committee – Anne Dahlman and Daria Dona will continue as COE chairs have approved Ad Hoc to become a standard professional education committee) Motion carried.

Sandra expressed to faculty the importance of documenting all professional activities (presentations, articles, conferences) and forwarding to the Dean’s Office. The Dean feels the College of Education does not receive the recognition it deserves – many faculty are doing wonderful things but people need to be informed of these accomplishments. Please report professional activities to Vicky, and she will forward to Judie Ziemke.

At this point Sandra asked faculty to share what they have been working on.
Anne Dahlman:
Presentation at meeting of university student teaching supervisors.

Patti Hoffman:
Article: Hoffman, Patricia & Dahlman, Anne (2007). Together we are better. Essential Teacher: Compleat Links. 4(3). This is the National TESOL publication. The article dealt with collaboration between ESL and mainstream teachers including co-teaching.
Also: Oct. 7 presentation with Ginger Zierdt on our English language learner PDS learning community at National Women in Educational Leadership conference in Lincoln, NE as well as at MACTE on October 11.
John Solis
Contributing author and awaiting status for publication for Dr. Linda Good's book entitled Teaching and Learning with Digital Photography: Tips and Tools for Early Childhood Classrooms.


Working with St. Peter Schools' PDS grant entitled Linking to Learning to help stakeholders design a field study to monitor the project which aims at bridging and strengthening school-family partnerships

Daria Paul Dona:


Publication

Grant-Daria Paul Dona

Hyeong-Jong Lee:
Recipient of the 2007-08 Maurice Tatsuoka Memorial Award—scholarship for a graduate student with study interest in statistics and educational measurement or cognitive perspectives in modeling educational achievement - he will be going to Univ. of Illinois at Urbana-Champaign to attend the banquet/receive the award November 10, 2007

Deborah Jessee
Attending the American Association of School Librarians Conference in Reno, NV, presenting: “What Happens When Research Does Not Support Our Profession?”
Attending Women’s Educational Leadership Conference in Lincoln, NE, presenting: “How to Spice Up Your Online Courses”
Working with the PDS program of “Linking to Learning”
Presented at the Summer Leadership Academy entitled: “Engaging Students as Literate Learners”

Debra Anderson:

Maurella Cunningham
MSU Leadership Institute-participant: 2007-2008 Academic Year
MSU CETL program-participant: 2007-2008 Academic Year
Attending "Kindness & Compassion" speaker event: 9/17
Attending EdMN conference: 10/18
Attending MACTE conference: 10/10 and 10/11
Working on research project with Anne Dahlman and Patti Hoffman

Sandra expressed her gratitude to Don, Kitty, Patti and Guy for their willingness to serve on the Personnel Committee and for all the hard work they’ve done.

Guy Reid briefly explained for the new faculty members the personnel process for non-renewal/continuation of a faculty member’s contract. Personnel Committee members wrote detailed letters to the four faculty members addressing each of the five criteria. Copies of these letters containing the Personnel Committee’s recommendation were distributed for faculty to read; time was given to address any questions before a vote was taken by paper ballot.
**John Solis** - Guy Reid moved and Kitty Foord seconded the motion for continuation of John’s contract. Call for vote. Motion carried.

**Deborah Jessemah** - Guy Reid moved and Sandra Mullins seconded the motion for continuation of Deb’s contract. Call for vote. Motion carried.

**Kitty Foord** - Guy Reid moved and Don Descy seconded the motion for continuation of Kitty’s contract. Call for vote. Motion carried.

**Anne Dahlman** - Guy Reid moved and Don Descy seconded the motion for continuation of Anne’s contract. Call for vote. Motion carried.

Patti Hoffman stated she thinks there needs to be further discussion in clarifying procedures in relation to expectations and consistency within the PDP/PDR process.

Dr. Scott Page, Coordinator of Professional Education, spoke to the KSP faculty about the PEPEP document as it relates to the add-on 5-8 license. We are currently not in compliance but have been granted an extension. Discussion of KSP 310 SEP’s and the issue of variable credit (3-5 credits) – PE majors taking 3 credits and all other majors taking 5 credits and questions regarding those students who are double majors in Health and PE. Patti Hoffman moved and Sandra Mullins seconded to support Scott and Sandra in retaining the credits in our department. Discussion. Debra Anderson moved to amend motion to grandfather in the students who are already in the program. Motion seconded and carried.

Patti Hoffman has requested a full year sabbatical for the 2008-09 academic year. Discussion. Don Descy moved and Kitty Foord seconded motion stating KSP department faculty do support and approve of this sabbatical. Motion carried.

Guy Reid has requested a sabbatical for the spring term (2009). Discussion. Don Descy moved and Patti Hoffman seconded motion stating KSP department faculty do support and approve of this sabbatical. Motion carried.

Deb Anderson moved and Anne Dahlman seconded a motion to raise the minimum GPA from 2.5 to 2.75 for admission to professional education. Discussion. Daria Dona asked that a follow-up study be done to insure that this change in requirements actually affects the desired outcomes as intended. Motion carried.

Meeting adjourned.

Respectfully submitted,
Vicky Hudson, Admin. Asst.