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Proposal #
(Academic Affairs use only)

S20apss13 Proposal #
(College use only)

REQUEST FOR PROGRAM CHANGE(S)

University of Central Oklahoma

Please note: All information contained in this form will be reviewed by persons outside of your college. Please use clear and concise language when completing this form.

Name of program-major or minor to be changed: (maximum of 30 spaces)

Existing Name:

Educational Leadership

Proposed Name: (if changing)(maximum of 30 spaces)

*Remember when abbreviating names, this is how they will appear on student's transcripts.

Proposed Name: (full name of program/major if longer than 30 spaces)

Is this a: Program Major Minor Sequence of Courses

Proposed change:

Name Change

Degree Designation

Admission Requirement

Curriculum Change

GPA Requirement

"Other Requirements"

Is this program: Undergraduate Graduate

Is this a teacher preparation program? (All courses required for any teacher preparation program must have approval from the Council on Teacher Education (CTE) before approval from AACCC or Graduate Council.)

Yes No If yes, send copy of proposal to the Director of Teacher Education, Dr. Bryan Duke.

CTE Approval (Stamp or initial) _____

Advanced Professional and Special Services

Department submitting the proposal

Dr. Cheryl Evans

Cevans20@uco.edu

5663

Person to contact with questions

email address

Ext. number

Approved by:

Larissa Belisle 7/21/2020
Department Chair Date

Danna Cobb 8/18/20
College Dean Date
(Please notify department chair when proposal is forwarded to AA.)

Shirley Kelly 8-18-20
College Curriculum Committee Chair Date
(Please notify department chair when proposal is forwarded to dean.)

Academic Affairs Curriculum or Graduate Council Date

JCGS Dean

Date

Office of Academic Affairs

Date

Effective Term (assigned by AA)

PD

1. Does the requested program change affect other programs or departments?

Yes No If yes, provide name(s) of department chair(s) contacted, date(s), and results of discussion(s).

2. Proposed curriculum change(s):

(Please include entire major/minor as it exists and as it is proposed. *Italicize and bold changes.*)

FROM	TO
(Existing Catalog Requirements)	(Proposed Catalog Requirements)

3. Degree Designation: (Example, B.A. to B.F.A.)

Existing Designation: _____ To: _____

4. Change(s) in Minimum GPA Requirements:

FROM (Existing Catalog Requirements) TO (Proposed Catalog Requirements)

5. Change(s) in Admission Requirements for the Program/Major:

FROM (Existing Catalog Requirements) TO (Proposed Catalog Requirements)

6. Other requested action:

From (Existing 'Other Requirements'):

Other Requirements

- **Complete an admission folder (before completion of nine graduate hours). (remove)**
- **Complete an interview (before completion of 9 graduate hours) (remove)**
- Plan of Study. Each student must file a plan of study with his/ her graduate advisor and the Jackson College of Graduate Studies (JCGS) by the end of the first semester of graduate work. The plan must be signed and dated by the student and the graduate program advisor before it can be official.
- Academic Standards. Meet the following course work standards:
 - Overall GPA of 3.00 or higher;
 - Passing all corecourses with at least a "B", and having no more than six credit hours of "C".
 - No more than six advisor-approved hours from traditional correspondence courses.
- Final Requirements. Apply for graduation through the JCGS by the advertised deadline.

Students seeking Oklahoma Administrative Certification must also submit the following to their graduate program advisor.

- A letter from a school administrator verifying at least **two years of teaching experience** from an accredited Oklahoma School or another accrediting state education agency.
- A current teaching certificate.

To (Proposed 'Other Requirements'):

Other Requirements

- Plan of Study. Each student must file a plan of study with his/ her graduate advisor and the Jackson College of Graduate Studies (JCGS) by the end of the first semester of graduate work. The plan must be signed and dated by the student and the graduate program advisor before it can be official.
- Academic Standards. Meet the following course work standards:
 - Overall GPA of 3.00 or higher;
 - Passing all corecourses with at least a "B", and having no more than six credit hours of "C".
 - No more than six advisor-approved hours from traditional correspondence courses.
- Final Requirements. Apply for graduation through the JCGS by the advertised deadline.

Students seeking Oklahoma Administrative Certification must also submit the following to their graduate program advisor.

advisor.

- A letter from a school administrator verifying at least **two years of teaching experience and/or supervisory experience** from an accredited Oklahoma School or another accrediting state education agency.
- A current teaching certificate.

7. Will requested change require additional funds? Yes No

If yes, please specify the amount of the additional costs, the source of the funds, and how they will be expended over the next three years, including new or re-allocated full or part time faculty/staff.

Additional Funds	20	20	20
Amount of additional costs			
Source of funds			
How funds will be expended			

8. Will requested change impact an embedded certificate? Yes No

Impacted Certificate: _____

If this change impacts any requirement of the embedded certificate, complete and submit a Certificate Change proposals.

9. Please provide a summary of the requested changes. (this is a listing of the changes requested) (This information will be submitted to the OSRHE)

The changes update the 'Other Requirements' by removing the admission folder requirement and interview. In addition to documenting two years of teaching experience, the statement "and/or supervisory experience" was added.

10. The reason(s) for this change are based on which of the following: (Check all that apply; explain and document in Question #11)

- Specialized Accreditation
- SSCI (Self Study for Continuous Improvement)
- Benchmark (e.g. comparison to peer institutions)
- Assessment Data
- Faculty Knowledge/Discipline Expertise
- Advisory Board/Outside Professional Group
- Other: Request of Graduate College to align admission requirements in the catalogue with current practice

11. For all items checked in Question #10, please provide a concise, yet comprehensive, statement that explains the reasons for requesting the change including any necessary documentation.

(The information provided here will be submitted to the OSRHE)

The changes to update the 'Other Requirements' by removing the need for an admission folder and interview which have been found to make starting the program too cumbersome. In addition to documenting two years of teaching experience, the statement "and/or supervisory experience" was added. This change coincides with Oklahoma State Department of Education principal certification guidelines, and our accrediting body.

12. State Regents Math Initiative questions: (For undergraduate degree programs only)

As part of the broader work of the Mathematics Success Initiative, the Math Pathways Task Force has identified four gateway mathematics courses that are suitable general education mathematics course options. These courses, *College Algebra/Pre-Calculus*, *Introduction to Statistics*, *Functions and Modeling*, and *Quantitative Reasoning*, are included on the Course Equivalency Project transfer matrix and provide rigorous mathematical content that is more relevant and appropriate for specific academic majors.

1. Which mathematics course is required as part of the general education requirements? If the program allows for multiple gateway mathematics course options, provide a rationale for each.

2. Describe how the mathematics course was selected and how it best meets the needs of the program's students.

3. How does this mathematics course articulate with your partner institutions?
