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MINUTES OF GRADUATE COLLEGE CURRICULUM COMMITTEE
November 1, 2013
CORRECTED

Present: M. Boyd, J. Caswell, S. Coon, F. Fontana, P. MacKay, J. Marshall, J. Thorson, D. Wallace

Alternates: M. Bauman/F. Thompson, K. Clopton/R. Boody, A. Gilpin/L. Walsh, J. Zhang/T. Abebe

Absent: K. East

Guests: L. Fitzgerald, J. Klein, S. Lankford, D. Rich, V. Robinson, L. Zeitz

Meeting called to order by Chair Shoshanna Coon at 3:04 p.m. in Lang 115.

I. Introductions and Announcements

Chair Coon welcomed all present. Members and guests introduced themselves.

II. Approval of Minutes.

Chair Coon asked members to review GCCC Minutes from October 18, 2013.

Clopton made motion to approve minutes, Caswell seconded to approve minutes. Question was called on motion to approve. Motion carried and minutes were approved.

GCCC Minutes from October 25, 2013 have not yet been distributed, so will be offered for approval at the November 8, 2013 GCCC meeting.

III. Review of Department of Educational Leadership and Postsecondary Education Graduate Curriculum Packet

A. Educational Leadership

Clopton moved, Caswell seconded to approve the Educational Leadership portion of the Educational Leadership and Postsecondary Education Graduate Curriculum Packet.

Major in Principalship

Robinson outlined the Educational Leadership proposals. Based on feedback from many constituencies Educational Leadership is proposing to collapse EDLEAD 6225/6226 *Activities Administration I & II* into one course and collapse EDLEAD 6235/6236 *Community Connections I & II* into one course. The two hours vacated because of this change will be filled with new course EDLEAD 6240 *Technology for School Leaders*.

Coon asked whether there would be any students taking or who have taken the first of either of these 2-course sequences and would still need the second. Robinson reassured the GCCC that because the program is cohort based, this will not be an issue.

Coon outlined the current MAE core and asked how, with the proposed changes, it should still be considered an MAE degree. Robinson explained that the course EDPSYCH 6248 *Leading Instruction in Schools* is taking the level of learning to a higher level and is more about adult learning theory; however, EDPSYCH 6214 *Foundations of Instructional Psychology* is still an option.

Advanced Studies Certificate in Educational Leadership has the exact same requirements.

Course proposals:

- EDLEAD 6224 *Organizational Studies* (drop course)
- EDLEAD 6225 *Activities Administration* (title, description changes)
- EDLEAD 6226 *Activities Administration II* (drop course)
- EDLEAD 6235 *Community Connections* (title, description changes)
- EDLEAD 6236 *Community Connections II* (drop course)
- EDLEAD 6240 *Technology for School Leaders* (new course)
- EDLEAD 6248 *Leading Instruction in Schools* (new course)

Coon called for any further questions. Members expressed no additional questions/concerns regarding the Educational Leadership portion of the Department of Educational Leadership and Postsecondary Education Graduate Curriculum Packet. Question was called on the motion to approve. **Motion carried and the Educational Leadership portion of the Department of Educational Leadership and Postsecondary Education Graduate Curriculum Packet was approved.**

IV. Review of Department of Curriculum and Instruction Graduate Curriculum Packet

Clopton moved, Caswell seconded to approve the Department of Curriculum and Instruction Graduate Curriculum Packet.

MAE – Curriculum and Instruction: Specialty Area Focus Professional Core

Coon explained that the **CISPECFOC-MAE : Major in Curriculum and Instruction: Specialty Area Focus Professional Core** is not a major in and of itself, but is rather the Core component to all Curriculum and Instruction majors. In consultation with Dr. Uhlenberg, the Department of Curriculum and Instruction may decide to eliminate this as a separate section in the catalog and rather include the Core requirements with each major. It was decided to table the approval or possibility of eliminating the “Specialty Area Focus Professional Core” in the catalog. Adding this core to each major would be considered an editorial change, therefore, Coon and Wallace will work together to accomplish this.

MAE – Curriculum and Instruction: Early Childhood Education

The proposals to drop of INSTTECH 6232 *Selecting and Integrating Instructional Technology* from the Early Childhood Education MAE program and add ELEMECML 6205 *Technology in Early Childhood Education* were clear and there was no discussion or question.

MAE – Curriculum and Instruction: Elementary Education

Coon inquired about the focus of the additional required course: ELEMECML 6201 *Issues and Trends in Curriculum*. Fitzgerald stated that the focus will vary term by term. Those taking it for the Early Childhood major will see a focus of Early Childhood Education and those taking it for Elementary Education major will see a focus of Elementary Education. The offerings will not overlap.

Coon stated that she had received information from Dr. Jill Uhlenberg that the intent is that ELEMECML 6289 *Seminar in Education* be required to be taken twice for a total of 6 credit hours, but the proposal only requires 3 credits and does not add up to the correct total. MacKay stated that ELEMECML 6289 is currently listed in the catalog as a 2 credit hour course and is non-repeatable. Coon identified that before the ELEMECML 6289 required credit hour change proposal will be approved for the Elementary Education major, the Department of Curriculum and Instruction will need to submit a Course Change proposal for the course ELEMECML 6289 *Seminar in Education* changing it from a 2 credit hour course to a 3 credit hour course and the description must indicate that it is repeatable. The department agreed to submit a Course Change proposal to accommodate this.

Wallace will roll back the MAE – Curriculum and Instruction: Elementary Education proposal to address the ELEMECML 6289 *Seminar in Education* correction.

Fontana inquired about the new ELEMECML courses being proposed and whether they will apply to the Elementary Education graduate program. Fitzgerald explained that the proposed new ELEMECML courses will be applicable to endorsements only.

The Course Change proposal for ELEMECML 4141/5141 *Integrated Activities in Elementary School Science and Mathematics* includes a prerequisite of “Admission to the Elementary Education Master’s Program (MAE) or Consent of Instructor.” Coon asked because of this prerequisite whether this course should be offered at the 6000-level. Fitzgerald explained that the intent of this course is for the MAE students; however undergraduates could take it with instructor approval. Coon went on to explain that all 4000/5000-level courses must have a prerequisite of “junior standing.” Wallace offered the option of including “junior standing” and “consent of instructor.” This was determined to be a good resolution, which will be done editorially.

Coon mentioned that there are a number of 4000/5000-level courses that do not have the “junior standing” prerequisite. Wallace indicated that this is something she can correct editorially and will do so before the catalog is published.

Course proposals:

- ELEMECML 4121/5121 *Infant and Toddler Curriculum and Guidance* (prerequisite change)
- ELEMECML 4122/5122 *Exploring Diversity among Infants and Toddlers* (new course)

- ELEMECML 4141/5141 *Integrated Activities in Elementary School Science and Mathematics* (description, prerequisite changes)
- ELEMECML 4142/5142 *Sustainability Applications in Elementary Science Teaching* (title, description, prerequisite changes)
- ELEMECML 4152/5152 *Middle Level Curriculum* (description change)
- ELEMECML 4154/5154 *The Gifted and Talented* (course number, prerequisite changes)
- ELEMECML 4156/5156 *Educational Strategies for Gifted and Talented* (course number, prerequisite changes)
- ELEMECML 4157/5157 *Coordinating Programs for the Gifted and Talented* (course number, prerequisite changes)
- ELEMECML 4158/5158 *Practicum in Education of the Gifted* (new course)
- ELEMECML 4160/5160 *Administration of Programs in Early Childhood* (new course)
- ELEMECML 4161/5161 *Field Experience in Early Childhood Curriculum* (new course)
- ELEMECML 6205 *Technology in Early Childhood Education* (new course)
- ELEMECML 6242 *Analysis and Improvement of Science Instruction in the Elementary School* (description, prerequisite changes)
- ELEMECML 7389 *Seminar in Curriculum and Instruction* (credit hour change) Wallace will roll back this Course Change proposal editing of credit hours and for addition of repeatability.

MAE – Curriculum and Instruction: Literacy Education

The Program Change proposals to change ELEMECML 6201 *Issues and Trends in Curriculum* from a required course to an optional elective and to add three new course requirements in Literacy Education, LITED 6212 *Methods and Materials in Literacy Education*, LITED 6260 *Roles of the Reading Specialist*, LITED 6290 *Practicum*, were clear and there was no discussion or question.

Rich explained that the two courses being proposed as new courses, LITED 7310 *Coaching in the Comprehensive Literacy Model* and LITED 7320 *Coaching in the Comprehensive Intervention Model* have previously been taught under the common seminar number and most recently under experimental course numbers. Rich also explained that these courses support the Literacy Coach Certificate and either could be the first course in the sequence.

Coon inquired whether the two dropped courses, LITED 6247 *Remedial Reading* and LITED 6292 *Experience in Reading: Tutoring* were ever required in the MAE or always listed as electives. Fitzgerald explained that these courses were for the endorsement earned simultaneously with the MAE.

Course proposals:

- LITED 4140/5140 *Assessment and Evaluation of Literacy* (course number, description, prerequisite changes)
- LITED 4147/5147 *Advanced Literacy Practices* (title, course number, description, prerequisite changes)
- LITED 4192/5192 *Experience in Literacy: Tutoring* (title, course number, description, prerequisite changes)

- LITED 4193/5193 *Experience in Literacy: Field* (title change)
- LITED 6238 *Advanced Assessment and Evaluation of Literacy Development* (description change)
- LITED 6247 *Remedial Reading* (drop course)
- LITED 6292 *Experience in Reading: Tutoring* (drop course)
- LITED 7310 *Coaching in the Comprehensive Literacy Model* (new course)
- LITED 7320 *Coaching in the Comprehensive Intervention Model* (new course)

MA - Major in Curriculum and Instruction: Instructional Technology

ZeitZ began by handing out a narrative of the proposed changes for the Instructional Technology major, which varied from the official proposal on file. Because of these differences Wallace will roll back the Instructional Technology proposal for corrections.

Coon asked if both options in the Instructional Technology major will require 33 credit hours. ZeitZ commented that there are very few who take the School Library Studies option and had not considered any changes to that option.

Mackay inquired about INSTTECH 4131/5131 *Exploring Issues and Trends in Instructional Technology* being listed in both the required courses and in the electives. ZeitZ clarified by saying that this course should not be listed under the electives. ZeitZ indicated that this will be fixed in the updated proposal.

Mackay also noted that the course INSTTECH 4210/5210 *Developing and Directing Online Learning* does not currently exist and was not proposed as a new course. INSTTECH 6210 IS changing to INSTTECH 4110/5110, which had not been set to come to GCCC in workflow, so it was sitting at UCC level when we met. ZeitZ indicated that he was fine with the 4110/5110 number, rather than putting in a new course change proposal to change the number to 4210/5210. So in clean-up GCCC will be reviewing this course as TECH 4110/5110. The proposal was not shredded.

ZeitZ proposed changing the title of INSTTECH 6289 *Seminar in Instructional Technology* be changed to *Writing a Graduate paper/ePortfolio*; however, Coon explained that with the significant changes being proposed, this should be proposed as a new course. ZeitZ will initiate the proposal. Wallace will roll back this course change proposal and once the new course is proposed, she will shred this proposal.

Mackay inquired about the number of credit hours required for two courses listed on the handouts presented by ZeitZ:

INSTTECH 6285 *Readings in Instructional Technology (1-4)*

Current catalog states “1-3 hrs” “May be repeated for maximum of 3 hrs”

INSTTECH 6297 *Practicum in Instructional Technology (1-4)*

Current catalog states “2-3 hrs” and does not indicate repeatability

ZeitZ indicated that the catalog hours and description are fine as they currently are listed. He will adjust the requirement in the updated proposal.

Coon had forwarded questions to Zeitz prior to today's meeting and the responses were discussed as follows.

- **INSTTECH 4131/5131 *Exploring Issues and Trends in Instructional Technology***
Coon inquired about the reasoning for the combination EMECEMML 6201 *Issues and Trends in Education* with former INSTTECH 4131/5131 *Technology in Education*. Zeitz explained that perhaps it would be easier to simply drop EMECEMML 6201, change the title of INSTTECH 4131/5131 and not try to combine the two courses.
- **INSTTECH 4153/5153 *Using Digital and Social Media in Education***
Discussion ensued regarding the change in title, but determined the course proposal will stand as presented.
- **INSTTECH 6205 *Enhancing Learning through Action Research (formerly Instructional Computing Design)***
Coon explained that because the former course is being completely replaced, it would be appropriate to submit a Drop Course proposal for INSTTECH 6205 *Instructional Computing Design* and submit a New Course proposal for a new course entitled *Enhancing Learning through Action Research*. The department will initiate these proposals.
- **INSTTECH 6237 *Leading Change through Instructional Technology***
Coon asked about the intent of the changes to this course. Zeitz explained that the department desires to include "Leading Change" instead of "Coordinating." Discussion ensued regarding the change in title, but determined the course proposal will stand as presented.

Zeitz asked when the cleanup deadline is and Coon identified November 15th and 18th as GCCC curriculum cleanup days.

Course proposals:

- **INSTTECH 4110/5110 *Developing and Directing Online Learning* (course number, title, description changes)**
- **INSTTECH 4131/5131 *Exploring Issues and Trends in Instructional Technology* (title, description changes)**
- **INSTTECH 4138/5138 *Understanding Visual Literacy* (title change)**
- **INSTTECH 4139/5139 *Planning and Producing Instructional Media* (title change)**
- **INSTTECH 4140/5140 *Data-Driven Decision Making in Education* (drop course)**
- **INSTTECH 4147/5147 *Digital Imaging* (drop course)**
- **INSTTECH 4150/5150 *Digital Instructional Video Production* (drop course)**
- **INSTTECH 4153/5153 *Using Digital and Social Media in Education* (title, description changes)**
- **INSTTECH 4170/5170 *Supporting Learning with Dynamic Web Design* (title change)**
- **INSTTECH 4186/5186 *Studies in Instructional Technology* (course number, title, description changes)** Wallace will roll back this Course Change proposal so department may add the graduate students' additional requirements and notation of repeatability.
- **INSTTECH 6205 *Enhancing Learning through Action Research* (title, description changes)** This Course Change proposal is being rolled back and the department will file

Course Drop proposal for INSTTECH 6205 and initiate a New Course proposal for a course entitled: *Enhancing Learning through Action Research*.

- INSTTECH 6230 *Communication Theory in Media* (drop course)
- INSTTECH 6232 *Selecting and Integrating Instructional Technology* (title change)
- INSTTECH 6235 *Performance Management and Technology* (drop course)
- INSTTECH 6237 *Leading Change Through Instructional Technology* (title, description changes)
- INSTTECH 6240 *Understanding Instructional Design* (title change)
- INSTTECH 6245 *Applying Instructional Design* (title change)
- INSTTECH 6260 *Advanced Instructional Technology Projects* (description change)

Wallace will editorially remove the referral to “any section” in the Catalog Description, since this is no longer relevant.

- INSTTECH 6289 *Writing a Graduate paper/ePortfolio* (title)
This course number already exists, so Wallace will shred this proposal and the department will submit ad a new course proposal.

MA – Major in Performance and Training Technology (Deactivation proposal)

Coon identified MA in Performance and Training Technology will eventually become a degree that UNI will no longer offer. Zeitz indicated that students could switch to Curriculum and Instruction: Instructional Technology.

School Library Studies

Course proposals:

- SLS 4115/5115 *Organization of Information* (description change)
- SLS 6230 *Technologies for Libraries* (title, description changes)

The School Library Studies course proposals were clear and there was no further discussion.

Coon indicated the following items will be rolled back to the Department of Curriculum and Instruction for adjustments:

- Program Change Proposal for Elementary Education
- Program Change Proposal for Instructional Technology
- Several courses mentioned previously

Coon called for any further discussion/questions. No additional questions/concerns regarding the Department of Curriculum and Instruction Graduate Curriculum Packet were raised by the GCCC members. **Motion amended to approve the Department of Curriculum and Instruction except the Program Change proposals for Elementary Education and Instructional Technology and several course rollbacks. Question was called on the motion to approve. Amended motion carried and the Department of Curriculum Instruction Graduate Curriculum Packet was approved with the exceptions mentioned above.**

V. Doctor of Education

Clopton moved, Caswell seconded to approve the Doctor of Education Graduate Curriculum Packet.

Coon explained that one of the goals of the Doctor of Education proposal was to organize the admission requirements, policies, and degree requirements into one location in the catalog. Fitzgerald explained that the department spent three years reviewing best practices, reading research, attending conferences, etc. before proposing this restructure. She gave a summary of the three major items being proposed.

1. Allied Health, Recreation and Community Services went through the catalog process last curriculum cycle, reducing the number of ISAs in HPELS from three to one.
2. Intensive Study Area reduction
 - Redistributed Special Education into two areas:
 - Administration moved to Educational Leadership
 - Special Education practitioner focus moved to Curriculum and Instruction
3. Number of Intensive Study Area credit hours are reduced and are returned to the Core credit hour requirement

Fitzgerald explained that the total number of credit hours for the EdD will remain at 60 hours. The Professional Common Core is increased to 27 credit hours, the Advanced Professional Study is proposed to require 27 credit hours, and the Dissertation is proposed to require 6 credit hours.

The Doctor of Education Program Change proposal will be rolled back to the department for many changes. Coon will work closely with Dr. Mary Herring regarding changes to the text portion of the statement.

Clopton questioned the conditions to be met at the time an EdD candidate may take the Doctoral Comprehensive Examination. The proposal requires that “The candidate will have completed a minimum of 40 percent of her/his program of study.” Clopton asked how it could be called a comprehensive exam when less than half the courses have been taken. Fitzgerald clarified that in many ISAs, the students no longer take an exam, but rather satisfy an alternative comprehensive requirement of manuscripts submitted for publication. Lankford stated that in the AHRCS ISA a traditional comprehensive examination is still taken when 80 percent of the program is completed. After some discussion, Coon suggested that perhaps the department could include a statement regarding other ways to satisfy comprehensive exam requirement. She also suggested that perhaps it is more accurately called a preliminary exam requirement.

Coon clarified that the statement regarding the Dissertation Committee should say, “The dissertation committee will consist of a minimum of four members of the UNI graduate faculty. One of the four members must be from outside the student’s department.” Coon explained that departments may be stricter regarding the makeup of a Dissertation Committee within each Intensive Study Area and require a member from outside the College.

In lieu of reviewing all of the narrative at this meeting, Coon reserved the right to edit the dissertation requirements in the narrative in consultation with Janet Witt. [Chair's note: This section needed no changes – the submitter had incorporated the information from the current Thesis and Dissertation Manual.]

Coon moved on to review the degree requirement proposals for the Doctor of Education. MacKay noted that course number 7389 is a common course number; however, the department is proposing a change to the credit hours and the description for INTDEPED 7389. Coon asked if this was actually a new course and should have a new number. After some discussion it was determined to allow Course Change proposal for INTDEPED 7389 *Doctoral Seminar* to remain as is, noting that INTDEPED 7389 cannot be offered with any other title.

It was noted that some of the course numbers assigned to the New Course proposals for all INTDEPED courses appear to be course numbers already assigned. Wallace will work with the department to find appropriate new course numbers for their New Course proposals. Fitzgerald explained the Core requirements for the Intensive Study Areas and MacKay compared the proposals to how the computer system can be programmed to accommodate. It was decided that the stated substitutions in the Educational Leadership ISA for two of the Core courses will be listed for all students in order to preserve the 27 credit core. The Doctor of Education proposal will be rolled back for restructure of the Core requirements and the department will carefully monitor future student enrollments.

In review of the Allied Health, Recreation, and Community Services Intensive Study Area, Coon inquired about the content of the one elective required. Lankford explained that the one elective may come from any of the other tracks in the AHRCS ISA (there are three tracks total, and the student chooses one track as primary for 12 credits, leaving 3 credits for elective).

MacKay noted that the Curriculum & Instruction ISA requirements did not add up to 27 credits. Fitzgerald noted that a line for Electives had been inadvertently deleted in the process of assembling the document. This will be added in during the revision.

There was discussion regarding the editorial changes needed. Wallace assured the GCCC that this program, as all programs, will be reviewed many times before publication.

In review of the Special Education Director track of the Educational Leadership ISA, Coon asked how the department planned to handle students who took courses that are required for the EdD while in their Special Education MAE program. Robinson indicated that students would need substitutions in those situations. Coon encouraged discussion within the department in anticipation of this situation.

Course proposals:

- INTDEPED 7303 *Foundations of Inquiry* (title, description changes)
- INTDEPED 7305 *Inquiry I* (new course)
- INTDEPED 7306 *Inquiry II* (new course)

- INTDEPED 7308 *Evidence-Based Practices, Assessment, Accountability, and Program Evaluation* (new course)
- INTDEPED 7310 *Leadership in Formal and Informal Learning Environments* (new course)
- INTDEPED 7311 *Organizational and Community Transformation* (new course)
- INTDEPED 7314 *Critical Analysis of Social and Cultural Contexts in Education* (new course)
- INTDEPED 7389 *Doctoral Seminar* (credit hour, description changes)

Coon called for any further questions. No additional questions/concerns regarding the EdD Graduate Curriculum Packet were voiced. Doctor of Education Program Change proposal will be rolled back to department for correction in structure. Initial motion was modified to approve INTDEPED course proposals after new course numbers have been assigned and edits made. Doctor of Education program proposal will be rolled back to department for correction in structure. Question was called on the modified motion to approve. **Motion carried and the INTDEPED Course proposals are approved after new course numbers have been assigned and edits made.**

VI. Closing

Coon thanked everyone for attending and for their perseverance. She reminded everyone of the next meeting, November 8, 2013 at 3:00 in Lang 115 at which time the Graduate Curriculum Packet for the Health, Physical Education, and Leisure Services portion of the College of Education will be reviewed and there will be a consultation with the Curriculum Management Committee.

Meeting was adjourned at 5:55 p.m.

Respectfully Submitted,
Joy Thorson, GCCC Secretary