|  |
| --- |
| For Academic Affairs and Research Use Only |
| CIP Code:  |  |
| Degree Code: |  |

**Course Revision Proposal Form**

**[ ] Undergraduate Curriculum Council**

**[X] Graduate Council**

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to curriculum@astate.edu for inclusion in curriculum committee agenda.

|  |  |
| --- | --- |
| Gwendolyn L. Neal 9/24/2019**Department Curriculum Committee Chair** | Joanna Grymes 10/30/2019**COPE Chair (if applicable)** |
| Joan Henley 9/24/19 Enter date…**Department Chair:**  | Mary Jane Bradley 10/31/2019**Head of Unit (If applicable)**   |
| Wayne Wilkinson 10/16/2019**College Curriculum Committee Chair** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…**Undergraduate Curriculum Council Chair** |
| Mary Jane Bradley 10/16/2019**College Dean** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…**Graduate Curriculum Committee Chair** |
|

|  |  |
| --- | --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |

**General Education Committee Chair (If applicable)**   | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…**Vice Chancellor for Academic Affairs** |

1. Contact Person (Name, Email Address, Phone Number)

Dr. Joseph Nichols, jnichols@astate.edu, 870-972-3631

2. Proposed Starting Term and Bulletin Year for Change to Take Effect

Spring 2020

3. Current Course Prefix and Number

ELAD 8211

3.1 – **[Yes / No]** Request for Course Prefix and Number change

NO

 If yes, include new course Prefix and Number below. *(Confirm that number chosen has not been used before. For variable credit courses, indicate variable range. Proposed number for experimental course is 9. )*

 Enter text...

3.2 – **Yes / No** If yes, has it been confirmed that this course number is available for use?

 *If no: Contact Registrar’s Office for assistance.*

4. Current Course Title

Integrative Seminar I

 4.1 – **[Yes / No]** Request for Course Title Change

YES

 If yes, include new Course Title Below.

 Research Seminar I: Dissertation Chapter 1

1. If title is more than 30 characters (including spaces), provide short title to be used on transcripts. *Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis).*

Rsrch Sem I Dissert Ch 1

1. Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).

NO

5. – **[Yes / No ]** Request for Course Description Change.

 If yes, please include brief course description (40 words or fewer) as it should appear in the bulletin.

 YES, Synthesizes concepts and knowledge from each corresponding seminar and previous course content to build a systems orientation toward change and an understanding of the components and process of developing Chapter 1 of a Dissertation. Prerequisite: Admission to doctoral program.

6. – [**Yes / No** ] Request for prerequisites and major restrictions change.

*(If yes, indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).*

1. **Yes / No** Are there any prerequisites?
	1. If yes, which ones?

YES, Admission to Doctoral Program

* 1. Why or why not?

Course is part of the Ed.D. Educational Leadership program only

1. **Yes / No** Is this course restricted to a specific major?
	1. If yes, which major? YES, Ed.D. Educational Leadership

7. – [**Yes / No** ] Request for Course Frequency Change(e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*

 a. If yes, please indicate current and new frequency:

 N/A

8. – [**Yes / No** ] Request for Class Mode Change

*If yes, indicate if this course will be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please* *indicate the current and choose one.*

 NO

9. – [**Yes / No** ] Request for grade type change

*If yes, what is the current and the new grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])*

 NO

10. **Yes / No** Is this course dual listed (undergraduate/graduate)?

 a. If yes, indicate course prefix, number and title of dual listed course.

 NO

11. **Yes / No** Is this course cross listed?

NO

*(If it is, all course entries must be identical including course descriptions. Submit appropriate documentation for requested changes. It is important to check the course description of an existing course when adding a new cross listed course.)*

**11.1** – If yes, please list the prefix and course number of cross listed course.

 Enter text...

**11.2** – **Yes / No** Are these courses offered for equivalent credit?

 Please explain. NO

12. **Yes / No** Is this course change in support of a new program?

a. If yes, what program?

 NO

13. **Yes / No** Does this course replace a course being deleted?

a. If yes, what course?

NO

14. **Yes / No** Will this course be equivalent to a deleted course or the previous version of the course?

a. If yes, which course?

NO

15. **Yes / No** Does this course affect another program?

If yes, provide confirmation of acceptance/approval of changes from the Dean, Department Head, and/or Program Director whose area this affects.

NO

16. Does this course require course fees?

 *If yes: Please attach the New Program Tuition and Fees form, which is available from the UCC website.*

NO

**Revision Details**

17. Please outline the proposed revisions to the course.

*Include information as to any changes to course outline, special features, required resources, or in academic rationale and goals for the course.*

 **The special feature added to this course is that its primary purpose is to complete Chapter 1 of the dissertation. This course will be completed in the third semester of a student’s doctoral program.**

18. Please provide justification to the proposed changes to the course.

 **This change is justified in order to ensure that a doctoral student maintains a defined pace in completing the dissertation process and subsequent doctoral program.**

19. **Yes / No** Do these revisions result in a change to the assessment plan?

 Yes

 *\*If yes: Please complete the Assessment section of the proposal on the next page.*

 *\*If no: Skip to Bulletin Changes section of the proposal.*

***\*See question 19 before completing the Assessment portion of this proposal.***

**Assessment**

**Relationship with Current Program-Level Assessment Process**

20. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

**The intended learning outcome is the completion of Chapter 1 of the dissertation. This is the initial assessment (Part 1) of the student’s five-part dissertation process.**

21. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program’s continuous improvement assessment process.

*For further assistance, please see the ‘Expanded Instructions’ document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.*

|  |  |
| --- | --- |
| **Program-Level Outcome 1 (from question #23)** | **Research Seminar I will require students to utilize knowledge and skills from previous research courses to complete Chapter 1 of the dissertation.** |
| Assessment Measure | **The student’s final revision of Chapter 1 of the dissertation proposal will be assessed to determine whether or not it is in its final form.**  |
| Assessment Timetable | **The assessment will occur in the seventh semester of the student’s doctoral program.** |
| Who is responsible for assessing and reporting on the results? | **The course instructor will assess the final document and report the results to the registrar, the director of the doctoral program, and student’s dissertation chair. The doctoral program director will be responsible for action plans that would result in an unsuccessful completion of course requirements.** |

 *(Repeat if this new course will support additional program-level outcomes)*

 **Course-Level Outcomes**

22. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

|  |  |
| --- | --- |
| **Outcome 1** | **The course outcome will be the completion of Chapter 1 of the student’s dissertation.** |
| Which learning activities are responsible for this outcome? | **Learning activities responsible for this outcome and the following components of Chapter 1 of the dissertation: Introduction, Statement of the Problem, Purpose of the Study, Research Questions, Theoretical Framework of the Study, Study Limitations, Study Delimitations; Definition of Terms, and Chapter Summary.** |
| Assessment Measure  | **The assessment measure of this outcome will be final approval of Chapter 1 of the dissertation by the course professor and the student’s dissertation chair.**  |

*(Repeat if needed for additional outcomes)*

**Bulletin Changes**

|  |
| --- |
| **Instructions**  |
| **Please visit** [**http://www.astate.edu/a/registrar/students/bulletins/index.dot**](http://www.astate.edu/a/registrar/students/bulletins/index.dot) **and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.** **\*Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.** - Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)- New credit hours and text changes should be listed in blue using enlarged font (blue using enlarged font). - Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)*You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the ‘format painter’ icon 🡪 , and selecting the text you would like to apply the change to.* *Please visit* [*https://youtu.be/yjdL2n4lZm4*](https://youtu.be/yjdL2n4lZm4) *for more detailed instructions.* |

**2019-20 Graduate Bulletin Pg. 308**

ELAD 8211. ~~Integrative Seminar I~~ Research Seminar I: Dissertation Chapter 1 Synthesizes concepts and knowledge from each corresponding seminar and previous course content to build a systems orientation toward change and an understanding of ~~organizational culture~~ the components and process of developing Chapter 1 of a Dissertation~~.~~. Prerequisite: Admission to doctoral program.