

## *Memorandum*

**To:** General Faculty  
**Date:** June 10, 2008  
**Regarding:** Agenda, Faculty Senate Meeting, June 20, 2008 at 3.00 pm in  
TLC 1-301

The agenda for the, June 20<sup>th</sup> Faculty Senate Meeting will be as follows:

1. Call to Order
2. Roll Call
3. Approval of the minutes of the April 18, 2008 meeting ([See Addendum I](#))
4. Committee Reports

### **Committee IX: Graduate Studies (Chair, Skip Clark)**

[\(See Addendum II\)](#)

#### **Action Items:**

- A) College of Arts and Sciences
  - 1) Department of Mathematics
    - a) MATH 6983  
Request: Add  
Action: approved
    - 2) Department of Music
      - a) Initial Certification Program: Music Education (P-12)  
Request: Add  
Action: approved
- B) College of College of Education
  - 1) Media and Instructional Technology
    - a) Online Ed.S in Media (IT Track) – Plan E  
Request: Modify  
Action: approved
    - b) MEDT 7473  
Request: Add  
Action: approved
- C) Richards College of Business
  - 1) Management
    - a) ABED 6100  
Request: Modify

- Action: approved
- b) ABED 6106  
Request: Modify  
Action: approved
  - c) ABED 6107  
Request: Modify  
Action: approved
  - d) ABED 6120  
Request: Modify  
Action: approved
  - e) ABED 6128  
Request: Modify  
Action: approved
  - f) ABED 6146  
Request: Modify  
Action: approved
  - g) ABED 6160  
Request: Modify  
Action: approved
  - h) ABED 6181  
Request: Modify  
Action: approved
  - i) ABED 6182  
Request: Modify  
Action: approved
  - j) ABED 6183  
Request: Modify  
Action: approved
  - k) ABED 6186  
Request: Modify  
Action: approved
  - l) ABED 6187  
Request: Modify  
Action: approved
  - m) ABED 6507  
Request: Modify  
Action: approved
  - n) ABED 6537  
Request: Modify

Action: approved

- o) ABED 6586  
Request: Modify  
Action: approved
- p) ABED 6587  
Request: Modify  
Action: approved
- q) ABED 6588  
Request: Modify  
Action: approved
- r) ABED 8183  
Request: Modify  
Action: approved

5. Old Business

(See [Addendum III](#))

1) Curriculum and Instruction

- a) B.S. Ed. In Early Childhood Education (Newnan Campus)  
Request: Add  
Action: approved

6. New Business

1) Election of the Executive Secretary for the Senate

**Nominees**

Laura Holland – College of Arts and Sciences  
Donna Harkins – College of Education  
Kathy Moffeit – Richards Colleges of Business  
Diane Fulkerson – Library

7. Announcements

8. Adjournment

## *Addendum 1*

### *University of West Georgia Faculty Senate Minutes April 18, 2008*

**Date:** May 15, 2008

**Call to Order:** The meeting was convened in room 1-303 of the TLC. Chair pro-tem Randy Hendricks called the meeting to order at: 3:01 p.m.

**Roll Call:** Aanstoos, Abbot, Best, Bray, Chibbaro, Fulkerson, Gunnels, Harkins, Hazari, Hendricks, Holland, Huff, MacKinnon, Mayer, McCord, Moffeit, Murphy, Penco, Ramanathan, Smith, Snipes, Thomas-Fair, Webb.

**Not in Attendance:** Elman, Kirk, Lloyd, Mowling, Packard

**Minutes:** The minutes of the March 14, 2008, meeting of the Faculty Senate were approved.

#### **Committee I: Undergraduate Academic Programs; Chair – Diane Fulkerson**

##### **Action Items:**

##### A) College of Arts and Sciences:

- 1) Dept. of Art – Program modification from 120 to 132 hours; 3 courses (Art 3903, 4302, 4822) added to create a more robust program. Question called and motion made: Approved.
- 2) Dept. of English and Philosophy – 2 courses (ENGL 2060, FILM 2080) added to be part of the CORE Curriculum. Question called and motion made: Approved.
- 3) Dept. of Foreign Languages and Literatures
  - a-c) Modification to education certification programs (French, Spanish) as per Georgia BOR: Question called and motion made: Approved.
  - d-f) Addition of a course (SPAN 3030) to take the place of two others (SPAN 3210, 3220). Question called and motion made: Approved.
- 4) Dept. of Mathematics – B.S. Mathematics program modification to computer science courses in the major (changes requested by the Computer Science Dept.). Question called and motion made: Approved.
- 5) Dept. of Music – B.M. Music Education program modification as per Georgia BOR. Question called and motion made: Approved
- 6) Dept. of Nursing – BSM program modification, addition of two courses (NURS 3192, 4192) for community health offerings and deletion of two courses (NURS 3182, 3272). Question called and motion made: Approved.

##### B) College of Education:

- 1a) B.S.Ed. in Early Childhood Education at the Newnan campus – plans to offer all 4 years of the program in Newnan. Extensive discussion ensued as to library resources (We do not have an ed core set of books = \$15,000) and no librarian to cover these needs. What about the additional expenses of having Arts and Sciences faculty to teach “out there”? (cont.)

Dr. Holland: With those concerns in mind and current faculty demands, 3 new faculty OKed.

Dr. Crafton: Why did this get out of UAPC if library resources not appropriate?

Dr. Hynes: as part of budget discussion, COE and A & S Deans to identify resources needed over a 2, 3, or 4-year time frame. This report will be due to

the VPAA's office next week. Note: the library budget = bulk budget and separate requests.

Dr. Snipes: What about the impact on CORE classes? Are there faculty to cover in Newnan?

Dr. MacKinnon: motion to table this item until these resource questions are answered. Question called and motion made: Approved

b,c) Modification of B.S. Ed. in Early Childhood Education and course addition (EDUC 4284). Question called and motion made: Approved.

2) Dept. of Physical Education and Recreation

a) Program modification of B.S.Ed.in Physical Education

b-j) Addition of 9 courses (PHED 3500, 3501, 3502, 3503, 3504, 3670, 4500, 4501, 4502) to create a more robust program. Question called and motion made: Approved.

### **Information Items:**

A) College of Arts & Sciences:

1) Dept. of Art – modification of 10 courses (ART 3301, 3302, 3601, 3602, 3902, 4303, 4603, 4821, 4903, 4904)

2) Dept. of Mathematics – modification of 6 courses (MATH 4413, 4803, 4813, 4823, 4833, 4843)

3) Dept. of Music – modification of 4 courses (MUSC 3900, 4000, 4011, 4021)

4) Dept. of Nursing – modification of 3 courses (NURS 3245, 4335, 4345)

B) College of Education:

1) Dept. of Curriculum and Instruction – modification of 8 courses (READ 3263, ECED 3214, 3282, 4251, 4261, 4262, 4263, 4283)

2) Dept. of Physical Education and Recreation – modification of 13 courses (PHED 2602, 2603, 2604, 3603, 3625, 3660, 3671, 3675, 4603, 4650, 4676, 4686, 4689)

C) Ingram Library: course modification (LIBR 1101)

D) Richards College of Business:

1) Dept. of Management – modification of 13 courses (CISM 4355, ABED 3100, 3160, 4117, 4118, 4181, 4186, 4507, 4537, 4586, 4587, 4588, 4589)

Faculty Senate Interim-Chair, Dr. Hendricks, noted that this was the very last time Dr. Fulkerson would be informing the Senate of the committee's work; her last time with this "massive job." The Senate gave Dr. Fulkerson a round of applause.

### ***Committee II: Academic Policies and Procedures; Chair – Kathy Moffeit***

#### **Information Items:**

A) University Calendar for 2009-2010 academic year: see Addendum III

B) Disruptive Student Behavior Policy: see Addendum IV (cont.)

Dr. Crafton: this comes from the campus safety work; "not dangerous students, but disruptive students (academically) in class. The policy asserts faculty authority to dismiss a student from a single class or the entire course. Note: we still follow due process; the appeals process should be quick.

### ***Committee IV: Learning Resources; Chair - Aran MacKinnon***

#### **Information Item:**

LRC representatives met with Dr. Leavitt of the UWG Foundation and received a

positive response for an increase in monies to support faculty research coming from the UWG Foundation, along with their expertise in such support.

**Action Item:**

- A) Dr. Snipes: we reviewed the structure and efficiency of the current LRC and make the following suggestions:
- 1) a significant increase in funding from the VPAA's office
  - 2) establish a Center for Faculty Research with 5 staff members
  - 3) an expansion and diversification of services offered by this Center for Faculty Research through trained staff, workshops, pre-award services, post-award services, access and assistance with search engines, link to the IRB website, more information on internal UWG grants, list/weblink of faculty serving on committees associated with Sponsored Operations, and a review and acknowledgement of selection criteria of individuals currently serving on the Sponsored Operations Committee at UWG

Dr. Webb asked if all this demonstrated a change in the university's current research focus.

Dr. Hynes: "No."

Question called and motion made: Approved.

**Committee VI: General University Matters; Chair - Dawn McCord**

**Information Item:** (see Addendum V)

- A) Final report of the Campus Safety Survey: 655 responses (equal number of staff, faculty, and students). Open responses noted issues with communication, police practices, and night-time issues. Recommendations included: lighting the environment more at night, signage inside every classroom with emergency phone numbers and room number/building name clearly posted, an all-campus "all call" system, and concealed weapons on campus to those with such approval. Motion made to receive report; Question called and motion made: Approved.

Dr. MacKinnon then requested a motion from the Faculty Senate to request that the General University Matters committee draft a statement that could be brought back to the Faculty Senate regarding firearms on campus. His personal opinion is that they are "abhorrent to collegial, peaceful relations on campus."

Dr. Webb seconded this idea of having GUM formulate such a response. Question called and motion made: Approved.

**Committee IX: Graduate Studies; Chair - Hazelkorn for Charles Clark**

**Action Item:**

- A) College of Education:
- 1) Dept. of Special Education and Speech Language Pathology: Modification of M.Ed. Speech-Language Pathology program. Question called and motion made: Approved.

**Committee XI: Technology Planning; Chair - Marty Bray**

**Information Item:**

- A) Yearly report - reorganization of IT structure (Kathy Kral in charge now) see Addendum VIII; while the comprehensive technology plan for the entire campus will be chaired by Bray.
- B) E Rate Policy - based on an initiative by the Chancellor to support online learning (courses with only 1 face-to-face meeting or on-campus exam maximum); there's to be a separate fee structure and funds specifically allocated to support student learning

along with existing staff/support services. Fees would be split: 60% to department, 30% Office of D & D, 10% back to the college as seed money.

Question: How is this instruction measured in terms of effective instruction?

Measured by \_\_\_\_\_ ?

Bray: Our Media department's GACE scores are high.

Much discussion ensued on the viability of online instruction, especially as it pertains to more money paid to faculty who teach these courses.

**Old Business:** none was presented

Faculty Senate Pre-tem Chair, Randy Hendricks, asked for a change in order for the following Senate business:

***Senate Ad Hoc Rules Committee; Co-Chairs – Janet Donohoe and Aran MacKinnon***

B) Ad Hoc Rules Committee Final Recommendation (see Addendum IX) – Question called and motion made to accept the report: Approved.

First 5 recommendations:

- 1) reappoint the Ad Hoc Committee
- 2) need for an Ad Hoc Budget Committee
- 3) staff: We support staff establishing themselves as a Senate committee
- 4) mentoring/orientation for new Faculty Senate members
- 5) install another Chair Pro-tem of the Faculty Senate for another year

Chris Aanstoos – In 1982, change in governance for West Georgia faculty input; under Townsend/Lewis, a public “brain drain” over the next several years which “took decades to overcome.” “Thanks to Sethna and Hynes” for the “new open-ness.” Question called and motion made to approve committee's recommendations: Approved.

Proposal to set up a General University Matters clearing house. Question called and motion made: Approved.

C) AAUP Ombuds Proposal (see Addendum X)– to go to ADR and then to the Faculty. There will be a Friday meeting on this topic with Sethna.

A) With no prior nominations, we'll open the floor for nominations for Chair Pro-tem of the 2008-2009 Faculty Senate. Dr. Hendricks was nominated from the floor. Motion to close nominations: Approved. A vote was taken; Dr. Hendricks will continue as Chair Pro-tem of the Faculty Senate.

***Announcements:***

- 1) Dr. Hendricks noted that we were still under 90 minutes at this Faculty Senate meeting.
- 2) Other new business: Dr. Hendricks noted that it was Ron Reigner's last meeting as Secretary to the Faculty Senate. Dr. Reigner was acknowledged with a round of applause.

***Adjournment:*** Motion was made and seconded by the departure of the members of the Faculty Senate at 4:26 p.m.

Respectfully submitted by Ron Reigner, Executive Secretary

# **Addendum II**



**Course or Program Addition, Deletion or Modification Request**

**Department:** Media & Instructional Technology    **College:** College of Education

**Current course catalog listing: (for modifications or deletions)**

**Prefix**      **Course**      **Title** Online Ed.S. in Media (IT Track) - Plan E      **Hours:**      /      /      **Lecture/Lab/Total**

Action	
<input type="checkbox"/> Course	<input checked="" type="checkbox"/> Program
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add <input type="checkbox"/> Delete
<input type="checkbox"/> Credit	
<input type="checkbox"/> Number	
<input type="checkbox"/> Title	
<input type="checkbox"/> Description	
<input checked="" type="checkbox"/> Other	

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
*Variable credit must be explained

Frequency
<input checked="" type="checkbox"/> Every Term
<input type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change. See attached.

Library resources are adequate       Library resources need enhancement

**Proposed Course Catalog Listing: (For new courses or for modification)**

**Prefix**      **Course**      **Title**      **Hours:**      /      /      **Lecture/Lab/Total**

**Catalog Description (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):**

**Prerequisite(s)** \_\_\_\_\_

**Present or Projected Enrollment:** (Students per year)      **Effective Date\*:** Spring / 2009  
\*For a new course, one full term must pass between approval and effective date.      Term/Year

**Grading System:**       Letter Grade       Pass/Fail       Other

**Approval:**

<u>B. McKenzie</u>	<u>4/3/08</u>	_____	_____
Department Chair	Date	Department Chair (if cross listed)	Date
<u>Lynne P. Gaskin</u>	<u>4/14/2008</u>	_____	_____
Dean of College	Date	Dean of College (if cross listed)	Date

**Chair of TEAC (if teacher prep. program)**      **Date**

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit).

<u>Charles W. Clark</u>	<u>4/23/2008</u>	_____	_____
Chair, Undergraduate Academic Programs Committee	Date	Chair, Committee on Graduate Studies	Date

**Vice President for Academic Affairs**      **Date**

**RECEIVED**

APR 18 2008

Rationale:

As the Ed.S. program in Media grows to offer more robust tracks in Instructional Technology (IT) and School Library Media (SLM), new electives are being added to the individual program tracks. Last year, Data Networks for Instruction and Introduction to Distance Education were developed and added to the IT curriculum, and this year Advanced Multimedia has been developed to broaden and strengthen the IT Ed.S. program. This also allows the electives more appropriate to SLM students (Issues in School Library Media and Supervision of School Library Media Programs) to be removed from the IT Ed.S. program sheet as a sufficient number of IT electives are available.

Specific program changes include:

\*Recommendation for CEPD 8102 to be taken at the beginning or middle of the program rather than anytime during the program.

\*Recommendation for MEDT 6401 (if taken as an elective) to be taken at the beginning or middle of the program rather than during the middle of the program.

\*Update of MEDT 7465 course name from Materials for Children & Young Adults to the newly revised Resources for Children & Young Adults.

\*Removal of MEDT 7469 and MEDT 8464 (Supervision of School Library Media Programs and Issues in School Library Media) as electives.

\*Addition of MEDT 7473 Advanced Multimedia as an elective.

\*Reordering of MEDT 8484 (Research Seminar) and MEDT 8480 (Program Evaluation) on the program sheet to reflect the order they are taken in the program, as well as clarification that MEDT 8484 can be taken during the middle or at the end of the program while MEDT 8480 must be taken at the end of the program.

Student Name: \_\_\_\_\_

Student ID#: \_\_\_\_\_

Student Signature: \_\_\_\_\_

## University of West Georgia – Online Ed.S. in Media (IT Track) - Plan E

Entry Degree: Masters  
Entry Certification: None required

Exit Degree: Ed.S.(27 hrs. required)  
Exit Certification: No initial or additional certification area. Those entering with T-5 or S-5 will be eligible for a T-6 or S-6

Area I – 3 hrs.	Psychology for Classroom Learning	Semester Hrs.	Semester	Grade
CEPD 8102	Life Span Human Development (1, 2, or 3)	3		
Area II – 18 hrs.	Media & Technology (6 required & 12 elective hrs.)			
<b>Required</b>	<b>6 required hours in Media &amp; IT. Both courses are required.</b>			
MEDT 8461	Diffusion of Innovations (1)	3		
MEDT 8463	Issues in Instructional Technology (1)	3		
<b>Electives</b>	<b>12 hours are elected in Media &amp; IT. Select 4 of the following electives. Other electives may be substituted at the discretion of the advisor.</b>			
MEDT 6401	Instructional Technology (2)	3		
MEDT 6462	Administration of Instructional Technology Programs (2)	3		
MEDT 7461	Instructional Design (2)	3		
MEDT 7462	Internet Tools, Resources and Issues in Education (2)	3		
MEDT 7464	Integrating Technology into the Curriculum (2)	3		
MEDT 7465	Materials for Children & Young Adults (2)	3		
MEDT 7466	Digital and 35 mm Photography (2)	3		
MEDT 7467	Web Design for Instruction (MEDT 6401 prerequisite) (2)	3		
MEDT 7468	Introduction to Multimedia (MEDT 6401 prerequisite) (2)	3		
MEDT 7469	Supervision of School Library Media Programs (2)	3		
MEDT 7470	Videotape Production & Utilization (2)	3		
MEDT 7471	Data Networks for Instruction (2)	3		
MEDT 7472	Introduction to Distance Education (2)	3		
MEDT 8464	Issues in School Library Media (2)	3		
Area III – 6 hrs.	6 hours in Research. Both courses are required.			
MEDT 8480	Program Evaluation (3)	3		
MEDT 8484	Research Seminar (3)	3		

(Key: 1 = must be taken at beginning of program; 2 = taken in middle of program; 3 = taken at end of program.)  
*Ed.S. Students must satisfactorily complete a departmental comprehensive exam and submit an electronic portfolio.*

Student Mailing Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone (H) \_\_\_\_\_ (W) \_\_\_\_\_

APPROVED \_\_\_\_\_  
(Advisor Signature) (Date)

\_\_\_\_\_  
(Department Chair Signature) (Date)

**PROPOSED**

Student Name: \_\_\_\_\_

Student ID#: \_\_\_\_\_

Student Signature: \_\_\_\_\_

## University of West Georgia – Online Ed.S. in Media (IT Track) - Plan E

Entry Degree: Masters  
Entry Certification: None required

Exit Degree: Ed.S.(27 hrs. required)  
Exit Certification: No initial or additional certification area. Those entering with T-5 or S-5 will be eligible for a T-6 or S-6

Area I – 3 hrs.	Psychology for Classroom Learning	Semester Hrs.	Semester	Grade
CEPD 8102	Life Span Human Development (1, 2)	3		
Area II – 18 hrs.	Media & Technology (6 required & 12 elective hrs.)			
Required	6 required hours in Media & IT. Both courses are required.			
MEDT 8461	Diffusion of Innovations (1)	3		
MEDT 8463	Issues in Instructional Technology (1)	3		
Electives	12 hours are elected in Media & IT. Select 4 of the following electives. Other electives may be substituted at the discretion of the advisor.			
MEDT 6401	Instructional Technology (1, 2)	3		
MEDT 6462	Administration of Instructional Technology Programs (2)	3		
MEDT 7461	Instructional Design (2)	3		
MEDT 7462	Internet Tools, Resources and Issues in Education (2)	3		
MEDT 7464	Integrating Technology into the Curriculum (2)	3		
MEDT 7465	Resources for Children & Young Adults (2)	3		
MEDT 7466	Digital and 35 mm Photography (2)	3		
MEDT 7467	Web Design for Instruction (MEDT 6401 prerequisite) (2)	3		
MEDT 7468	Introduction to Multimedia (MEDT 6401 prerequisite) (2)	3		
MEDT 7470	Videotape Production & Utilization (2)	3		
MEDT 7471	Data Networks for Instruction (2)	3		
MEDT 7472	Introduction to Distance Education (2)	3		
MEDT 7473	Advanced Multimedia (MEDT 7467 & MEDT 7468 prerequisites) (2)	3		
Area III – 6 hrs.	6 hours in Research. Both courses are required.			
MEDT 8484	Research Seminar (2, 3)	3		
MEDT 8480	Program Evaluation (3) – Must be taken at end of program	3		

(Key: 1 = must be taken at beginning of program; 2 = taken in middle of program; 3 = taken at end of program.)

**Ed.S. Students must satisfactorily complete a departmental comprehensive exam and submit an electronic portfolio.**

Student Mailing Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone (H) \_\_\_\_\_ (W) \_\_\_\_\_

APPROVED \_\_\_\_\_  
(Advisor Signature) (Date)

\_\_\_\_\_  
(Department Chair Signature) (Date)



## Rationale for MEDT 7473 Advanced Multimedia

Currently, Introduction to Multimedia (MEDT 7468) provides students with an introduction to Multimedia design and Production. This course ties in well with Web Design for Instruction (MEDT 7467) which introduces student to the basics of web design and development for educational environments. Both of these courses are required at the Masters level.

Because of their program requirements, students who wish to go on and earn their Ed.S in Instructional Technology are left with few options to further their experience in the design and development of educational software. In order to meet this need and to give those students who will be focusing on educational software design additional experiences we are proposing the creation of a course in advanced multimedia design and development. This course will be titled Advanced Multimedia and will be designated with the number MEDT7473

---

MEDT 7473

**ADVANCED MULTIMEDIA**

Semester Hours: 3

Semester/Year:

Instructor:

Office Location:

Office Hours:

Telephone:

Email:

Distance Support: University of West Georgia Distance and Distributed Education-  
<http://www.westga.edu/~distance/contact.htm>Georgia View (24/7 Help)  
<http://help.view.usg.edu>Ingram Library Distance Learning Services -  
<http://westga.edu/~library/depts/offcampus/>Ingram Sullivan Ingram Library -  
<http://www.westga.edu/~library/info/library.shtml>

Fax: (678) 839-6153

**COURSE DESCRIPTION***Pre-Requisites: MEDT 7467 and MEDT 7468 (or Instructor's Permission)*

An intermediate to advanced level course on the design, development and formative evaluation of multimedia software delivered locally and online. Strategies based on research on effective practice are emphasized. Students use software development tools to create and evaluate interactive software including strategies for instruction and assessing learning.

**CONCEPTUAL FRAMEWORK**

The conceptual framework of the College of Education at UWG forms the basis on which programs, courses, experiences, and outcomes are created. By incorporating the theme "Developing Educators for School Improvement", the College assumes responsibility for preparing educators who can positively influence school improvement through altering classrooms, schools, and school systems (transformational systemic change). Ten descriptors (decision makers, leaders, lifelong learners, adaptive, collaborative, culturally

sensitive, empathetic, knowledgeable, proactive and reflective) are integral components of the conceptual framework and provide the basis for developing educators who are prepared to improve schools through strategic change. National principals (INTASC), propositions (NBPTS), and standards (Learned Societies) also are incorporated as criteria against which candidates are measured.

The mission of the College of Education is to develop educators who are prepared to function effectively in diverse educational settings with competencies that are instrumental to planning, implementing, assessing, and re-evaluating existing or proposed practices. This course's objectives are related directly to the conceptual framework and appropriate descriptors, principles or propositions, and Learned Society standards are identified for each objective. Class activities and assessments that align with course objectives, course content, and conceptual framework are identified in a separate section of the course syllabus.

### **COURSE OBJECTIVES**

Students will:

1. demonstrate knowledge, skills, and understanding of concepts related to multimedia software (Alessi & Trollip, 2001; Davidson-Shivers & Rasmussen, 2006; Sklar, 2000; Tollett, Williams, & Rohr, 2002; Williams & Tollett, 2006); (Lifelong Learners; Adaptive; Knowledgeable; Proactive; and Reflective; NBPTS Propositions 1, 2, 3, 4, 5; ISTE/NETS-T F-I.A.)
2. demonstrate continual growth in technology knowledge and skills to stay abreast of current and emerging multimedia technologies (Abbey, 2000; Alessi & Trollip, 2001; Davidson-Shivers & Rasmussen, 2006; Sklar, 2000; TTollett et al., 2002; Williams & Tollett, 2006); (Leaders; Lifelong Learners; Adaptive; Collaborative; Culturally Sensitive; Knowledgeable; Proactive; and Reflective; NBPTS Propositions 1, 2, 3, 4, 5; ISTE/NETS-T F-I.B.)
3. design developmentally appropriate learning opportunities that apply technology enhanced instructional strategies to support the diverse needs of learners (Alessi & Trollip, 2001; Davidson-Shivers & Rasmussen, 2006; Sklar, 2000; TTollett et al., 2002; Williams & Tollett, 2006); (Decision Makers; Leaders; Adaptive; Collaborative; Culturally Sensitive; Empathetic; Knowledgeable; Proactive; and Reflective; NBPTS Propositions 1, 2, 3, 4, 5; ISTE/NETS-T F-II.A)
4. apply current research on teaching and learning with technology when planning multimedia environments and experiences (Alessi & Trollip, 2001; Davidson-Shivers & Rasmussen, 2006; Sklar, 2000; Tollett et al., 2002; Williams & Tollett, 2006); (Decision Makers; Leaders; Lifelong Learners; Adaptive; Collaborative; Culturally Sensitive; Empathetic; Knowledgeable; Proactive; and Reflective; NBPTS Propositions 1, 2, 3, 4, 5; ISTE/NETS-T F-II.B.)
5. evaluate multimedia environments for accessibility (Alessi & Trollip, 2001; Bray, Brown, & Green, 2004; Davidson-Shivers & Rasmussen, 2006; Sklar, 2000; Tollett et al., 2002; Williams & Tollett, 2006); (Decision Makers; Leaders;



Lifelong Learners; Adaptive; Collaborative; Culturally Sensitive; Empathetic; Knowledgeable; Proactive; and Reflective; NBPTS Propositions 1, 2, 3, 4, 5; ISTE/NETS-T F-II.C.)

6. plan for the management of online instructional resources within the context of learning activities (Alessi & Trollip, 2001; Davidson-Shivers & Rasmussen, 2006; Driscoll, 2006; Sklar, 2000; Tollett et al., 2002; Williams & Tollett, 2006); (Decision Makers; Leaders; Lifelong Learners; Adaptive; Collaborative; Culturally Sensitive; Empathetic; Knowledgeable; Proactive; and Reflective; NBPTS Propositions 1, 2, 3, 4, 5; ISTE/NETS-T F-II.D.)

7. plan strategies to manage student learning using multimedia (Alessi & Trollip, 2001; Davidson-Shivers & Rasmussen, 2006; Koontz, 2006; Sklar, 2000; Tollett et al., 2002; Williams & Tollett, 2006); (Decision Makers; Leaders; Lifelong Learners; Adaptive; Collaborative; Culturally Sensitive; Empathetic; Knowledgeable; Proactive; and Reflective; NBPTS Propositions 1, 2, 3, 4, 5; ISTE/NETS-T F-II.E.)

8. identify and apply instructional design principles associated with the development of multimedia (Alessi & Trollip, 2001; Davidson-Shivers & Rasmussen, 2006; Tollett et al., 2002; Williams & Tollett, 2006); (Decision Makers; Leaders; Lifelong Learners; Adaptive; Collaborative; Culturally Sensitive; Empathetic; Knowledgeable; Proactive; and Reflective; NBPTS Propositions 1, 2, 3, 4, 5; ISTE/NETS-T F-II.F.)

9. demonstrate the effective use of software tools to create and publish multimedia programs (Alessi & Trollip, 2001; Sklar, 2000; Tollett et al., 2002); (Decision Makers; Lifelong Learners; Knowledgeable; NBPTS Propositions 1, 2, 3, 4, 5; ISTE/NETS-T I-A & B, II-C & D, V-A, C, & D)

## TEXTS, READINGS, AND INSTRUCTIONAL RESOURCES

### Required Text:

Tollett, J., Williams, R., & Rohr, D. (2002). *Web design workshop*. Berkeley, CA: Peachpit Press.

### Required Software:

Adobe Systems Inc. (2005). *Macromedia Studio 8* [Computer software]. San Jose, CA: Adobe Systems Inc.

OR

Adobe Systems Inc. (2006). *Macromedia Creative Studio 3 (Web Basic)* [Computer software]. San Jose, CA: Adobe Systems Inc.

**Recommended Equipment:**

USB (Key) Drive – Available from Wal-Mart, Target, and Staples (to name a few). Cost: As little as \$12.00.

**References:**

- Abbey, B. (2000). *Instructional and cognitive impacts of web-based education*. Hershey, PA: Idea Group Publications.
- Alessi, S. M., & Trollip, S. R. (2001). *Multimedia for learning* (3rd ed.) Boston: Allyn and Bacon.
- Bray, M., Brown, A., & Green, T. (2004). *Technology and the diverse learner: A guide to classroom practice*. Thousand Oaks, CA: Corwin Press, Inc.
- Dabbagh, N., & Bannan-Ritland, B. (2005). *Online learning: Concepts, strategies, and application*. Upper Saddle River, NJ: Pearson Merrill/Prentice Hall.
- Davidson-Shivers, G. V., & Rasmussen, K.L. (2006). *Web-based learning: Design, implementation, and evaluation*. Upper Saddle River, NJ: Pearson Merrill/Prentice Hall.
- Driscoll, M. (2002). *Web-based training: Creating e-learning experiences*. San Francisco: Jossey-Bass/Pfeiffer.
- Fisher, M. M. (2003). *Designing courses and teaching on the web: A "how to" guide to proven, innovative strategies*. Lanham, MD: Scarecrow Press.
- Iverson, K. M. (2005). *E-learning games: Interactive learning strategies for digital delivery*. Upper Saddle River, NJ: Pearson Merrill/Prentice Hall.
- Koontz, F. R. (2006). *Designing effective online instruction: A handbook for web-based courses*. Lanham, MD: Rowman & Littlefield Education.
- Ledford, B. R., & Sleeman, P. J. (2002). *Instructional design: System strategies*. Greenwich, CT: Information Age Publications.
- Lee, W. W., & Owens, D. L. (2004). *Multimedia-based instructional design: Computer-based training, web-based training, distance broadcast training, performance-based solutions* (2nd ed.). San Francisco: Jossey-Bass.
- Sklar, J. (2000). *Principles of web design*. Cambridge, MA: Course Technology.
- Wang, H., & Gearhart, D. L. (2006). *Designing and developing web-based instruction*. Upper Saddle River, NJ: Pearson Merrill/Prentice Hall.
- Williams, R., & Tollett, J. (2006). *The non-designer's web book*. Berkeley, CA: Peachpit Press.

## ACTIVITIES AND ASSIGNMENTS, EVALUATION PROCEDURES, AND GRADING POLICY

### Link to Conceptual Framework

The focus of this course is on designing and developing multimedia applications based upon widely accepted web design principles. During the multimedia development process, students will review design principles. In addition, they will develop their skills in utilizing the advanced features available in development tools such as Adobe Dreamweaver, Adobe Flash and Adobe Fireworks. Due to the broad nature of the overall project, each conceptual framework descriptor is covered in the various course assignments. As students complete the course, they will have demonstrated achievement

in the areas of *decision making*: selecting an instruction topic and developing a functional multimedia design that conforms to instructional design principles (**weekly work 2.1- 2.2, student work 3.1- 3.8**); *lifelong learning*: studying how to use and integrate web-based multimedia technologies into the work place (**weekly work 2.1- 2.2, student work 3.1- 3.8; final exam 4.0**); *collaboration*: working with colleagues to plan and develop instruction (**weekly work 2.1**); *cultural sensitivity*: adapting interventions and technology innovations to meet the needs of diverse learners (**weekly work 2.18**); *knowledge*: drawing on pedagogical, content, and professional knowledge while designing and developing an instructional web-based multimedia project (**in class activities 1.0; weekly work 2.1- 2.2, student work 3.1- 3.8; final exam 4.0**); and *reflection*: engaging in ongoing, continuous reflection related to technology to determine the effectiveness of interventions/ innovations to create effective instruction (**weekly work 2.1- 2.2, student work 3.1- 3.8**).

### Activities and Assessments:

#### 1.0 Face to Face Class Participation (6 points)

Students will attend and participate in the face to face class that is scheduled on campus, be prepared for this class by doing the assigned readings and activities in advance, and have the appropriate materials required for class activities.

(Course Objectives # 1,2,3,4,5; disposition; teacher observation)

#### 2.0 Weekly Work

##### 2.1 Weekly Discussions (14 discussions, 3 points each )

Each week the student will respond to a discussion prompt provided by the instructor. With a few exceptions, the student is expected to make an initial posting on or before Wednesday of that week and follow up with a second posting on a different day of the week. In addition to the two postings students will be assessed on the quality of their postings.

(Course Objectives 1, 2, 3, 4, 5; Knowledge, Skills, Disposition; Teacher Observation, Online Vista postings, online discussions)

##### 2.2 Weekly Quizzes (13 quizzes, 2 points each)

Most weeks a short quiz of no more than four questions will be made available online covering that week's readings. Please consult the tentative course schedule for each week's readings.

(Course Objectives 1, 2, 3, 4, 5; Knowledge, Skills; Online Quizzes)

### **3.0 Student Work**

**All student work submitted during the course is required to be original. All projects must be completed to be graded.**

#### **3.1 Getting Started with Dreamweaver (4 Points)**

Using the directions provided, students will create a basic website that will serve as the home page for all of the instructional projects created in the class. This tutorial will also review the important functions of Dreamweaver important in this course.

(Course Objectives 1, 8, 9; Knowledge, Skills, Disposition; rubric).

#### **3.2 Planning your project. (4 Points)**

Using the directions provided, students will create a plan that will outline the major elements of their final Multimedia project. This plan will include, but is not limited to, a mockup of a basic screen shot and a document describing the navigation structure of the document.

(Course Objectives 1, 8, 9; Knowledge, Skills, Disposition; rubric).

#### **3.3 Getting Started with Fireworks (4 Points)**

Using the directions provided, students will create several graphic objects. This tutorial will present the important functions of Dreamweaver important in this course.

(Course Objectives 1, 8, 9; Knowledge, Skills, Disposition; rubric).

#### **3.4 Getting Started with Flash (4 Points)**

Using the directions provided, students will create a basic flash movie that will then be integrated into a webpage created in Dreamweaver. This tutorial will review the important functions of Flash important in this course.

(Course Objectives 1, 8, 9; Knowledge, Skills, Disposition; rubric).

#### **3.5 Using Action Script (4 Points)**

Using the directions provided, students will create an interactive flash movie that uses action script.

(Course Objectives 1, 8, 9; Knowledge, Skills, Disposition; rubric).

#### **3.6 The Flash Clock (4 Points)**

Using the directions provided, students will use flash to create a clock that can be displayed on a school's closed circuit TV system.

(Course Objectives 1, 8, 9; Knowledge, Skills, Disposition; rubric).

#### **3.7 The Georgia Land Regions (4 Points)**

Using the directions provided, students will create an interactive webpage using DHTML.

(Course Objectives 1, 8, 9; Knowledge, Skills, Disposition; rubric).

**3.8 BYOB (Build Your Own Blog) (4 Points)**

Using the directions provided, students will create a basic online blog site using Dreamweaver and PHP.

(Course Objectives 1, 8, 9; Knowledge, Skills, Disposition; rubric).

**3.9 Instructional Multimedia Project (20 Points)**

The student will complete an instructional webpage that incorporates the principles of effective instructional website design, media, and interactivity covered in class. In addition to the website the student will also include a storyboard developed during the course. The webpage along with the storyboard should be housed in the web space provided by the instructor. A readme file with links to the webpage along with the storyboard should be uploaded in the assignments area of WebCT.

(Course Objectives 1, 2, 3, 4, 5, 6, 7, 8, 9; Knowledge, Skills; rubric).

**4.0 Final Exam (24 points)**

A final exam delivered though WebCT will be given during the week listed on the tentative course schedule. The exam will be comprehensive and will consist of questions drawn from the course readings and activities.

(Course Objectives 1, 2, 3, 4, 5, 6, 7, 8, 9; Knowledge, Skills, Disposition; exam).

**Evaluation Procedures**

Students are evaluated in the following areas:

Activity	Type of Assessment	Due Dates Location	Points Each	Number	Total Points
1 Class Participation	Teacher Observation	On-going	6	1	6
2.1 Weekly Discussions	Rubric	On-going	3	14	42
2.2 Weekly Quizzes	Online Quiz	On-going	2	13	26
3.1-3.8 Course Exercises	Rubric	On-going	4	8	32
3.9 Multimedia Project	Rubric	TBA	20	1	20
4.0 Final Exam	Online Exam	Scheduled Final Exam	24	1	24
					150

**Grading Scale**

The grade scale is based on percentages of the total number of available points in the course. The course LMS (Online Learning Management System) will display the total points available in the course, the points you have earned, the percentage of points you have earned and your final grade for the course. This information will only be available to you and your instructor.

The corresponding points and grades are as follows:

A = 150 to 142

B = 141 to 127

C = 126 to 112

Below 112 Points = F

## CLASS POLICIES

### 1. Submitting Assignments.

Students are expected to submit assignments on time. All components must be completed to receive a grade. Valid reasons for submitting work late must be cleared by the professor in advance. It is the student's responsibility to contact the professor when extenuating circumstances take place. Late online assignments such as bulletin board postings may result in grade reduction. Except where noted all assignments are due by midnight on the last day of the week as noted on the tentative schedule. Any assignments posted after midnight are considered late.

Students can expect instructor feedback to emails within 48 hours, minor assignments such as discussion postings within three days of the due date, and one week of a major assignment.

### 2. Professionalism

Students are expected to conduct themselves professionally. This is an essential quality for all professionals who will be working in the schools. All students are expected to display a positive attitude. Professionalism includes but is not limited to the following:

- Participating in interactions and class activities in a face-to-face or online environment in a positive manner.
- Collaborating and working equitably with students in the class.
- Actively participating in class each week.
- Turning in assignments on time.
- Arriving at and leaving class punctually.
- Treating class members, professor, and colleagues with respect in and out of the classroom.
- Eliminating interruptions in class. (This includes cell phones, beepers, disruptive behavior at class meetings).

Students who display a lack of professionalism will be contacted by the instructor immediately after class when violations take place and informed of the consequences. If there is a second violation the student will meet with a departmental committee and may be dismissed from the program for at least one year.

### 3. Communication Policy

The official communication method for this class will be online and through campus e-mail (MyUWG). You will be responsible for checking your online and MyUWG email accounts, since the University and I will be using those addresses to correspond with you. You should also look under "My Courses" on your MyUWG for relevant files, announcements and so on.

### 4. Acceptable Use Policy

The purpose of Acceptable Use Policy is to outline the acceptable use of computer and network equipment at the University of West Georgia. This policy is in place to protect the employees and students of the University of West Georgia. Inappropriate use exposes the

University to risks including virus attacks, compromise of network systems and services, and legal issues. It is your responsibility to read and understand the policy. A complete version of the policy is available at [http://policy.westga.edu/sphtml/page\\_04.htm#aup](http://policy.westga.edu/sphtml/page_04.htm#aup).

#### **5. Extra Credit and Previous Work Policy**

Extra credit work may be offered in this course. This determination will be made by the instructor; assignments completed for another class will not be accepted for fulfilling the requirements of this course.

#### **6. Disabilities Pledge**

I pledge to do my best to work with the University to provide all students with equal access to my classes and materials, regardless of special needs, temporary or permanent disability, special needs related to pregnancy, etc.

If you have any special learning needs, particularly (but not limited to) needs defined under the Americans with Disabilities Act, and require specific accommodations, please do not hesitate to make these known to me, either yourself or through the Coordinator of Disability Services, Dr. Ann Richards.

Students with documented special needs may expect accommodation in relation to classroom accessibility, modification of testing, special test administration, etc. This is not only my personal commitment: it is your right, and it is the law!

### **ACADEMIC HONESTY**

Students are expected to adhere to the highest standards of academic honesty. Plagiarism occurs when a student uses or purchases ghostwritten papers. It also occurs when a student utilizes ideas or information obtained from another person without giving credit to that person. If plagiarism or another act of academic dishonesty occurs, it will be dealt with in accordance with the academic misconduct policy as stated in the latest *Connection and Student Handbook* and the *Graduate Catalog*.

Disciplinary procedures described in the latest University of West Georgia Connection and Student Handbook will be followed when violations take place. Infractions may include cheating, plagiarism, disruptive behavior, and disorderly conduct.

### **CLASS OUTLINE**

There will be two face-to-face meetings in which students are expected to be participants as well as discussion forums. Students are expected to use the course LMS for corresponding with each other and the Instructor.

**Assignments: All evaluation checklists are listed online under the course content link. Work will be submitted using the assignments feature, discussion board, or testing feature of the course LMS. Assignments are due by midnight of the last day of the week.**

## Tentative Class Schedule

Week	Topic/Readings	Assignment Due
Week 1 Online	Online Introductions	Week One Discussion
Week 2 <i>Face to Face Meeting</i>	Getting Started with Visuals Tollett: Chapters 1 and 2	Week Two Discussion Quiz: Chapters 1 and 2
Week 3 Online	More Visuals Tollett: Chapters 3 and 4	Week Three Discussion Quiz: Chapters 3 and 4 Exercise 3.1 – Getting Started With Dreamweaver
Week 4 Online	Planning Your Project Tollett: Chapters 5 and 6	Week Four Discussion Quiz: Chapters 5 and 6
Week 5 Online	You can never plan enough. Tollett: Chapters 7 and 8	Week Five Discussion Quiz: Chapters 7 and 8 Exercise 3.2 – Planning Your Project
Week 6 Online	Usability Testing Tollett: Chapters 9 and 10	Week Six Discussion Quiz: Chapter 9 and 10 Exercise 3.3 – Getting Started with Fireworks
Week 7 Online	Locating and Evaluating Information on the Internet Tollett: Chapter 11	Week Seven Discussion Quiz: Chapter 11 Exercise 3.4 – Getting Started With Flash Formative Evaluations
Week 8 Online	Backgrounds Tollett: Chapters 12 and 13	Week Eight Discussion Quiz: Chapters 12 and 13 Exercise 3.6 – Using Action Script
Week 9 Online	Navigation Tollett: Chapters 14 and 15	Week Nine Discussion Quiz: Chapters 14 and 15
Week 10 Online	Finding Your Way Around Tollett: Chapters 16 and 17	Week Ten Discussion Quiz: Chapters 16 and 17 Exercise 3.5 – The Flash Clock
<b>Spring Break No Class</b>		



Week 11 Online	Say it with style..... Tollett: Chapters 18 and 19	Week Eleven Discussion Quiz: Chapters 18 and 19
Week 12 Online	Let's get dynamic..... Tollett Chapters 20 and 21	Week Twelve Discussion Quiz: Chapters 20 and 21 Exercise 3.7—The Georgia Land Regions in Dreamweaver
Week 13 Online	Do the locomotion..... Tollett Chapters 22 and 23	Week Thirteen Discussion Quiz: Chapters 22 and 23
Week 14 Online	Finishing your Multimedia Project Tollett Chapters 24 and 25	Week Fourteen Discussion Quiz: Chapters 24 and 25 Exercise 3.8 – BYOB (Build Your Own Blog)
Week 15 Online <i>Face to Face Meeting</i>	Finishing your Multimedia Project Dynamic Data	<b><i>Final Multimedia Project Due During Face to Face Presentation</i></b>
Exam Week Online	Final Exam	Final Exam

**Course or Program Addition, Deletion or Modification Request**

Department: Mathematics College: College of Arts & Sciences

**Current course catalog listing: (for modifications or deletions)**

Prefix Math Course 6983 Title Graduate Research Project Hours: 3 / 0 / 3  
 Lecture/Lab/Total

Action	
<input checked="" type="checkbox"/> Course	<input type="checkbox"/> Program
<input type="checkbox"/> Modify	<input checked="" type="checkbox"/> Add
<input type="checkbox"/> Credit	<input type="checkbox"/> Delete
<input type="checkbox"/> Number	
<input type="checkbox"/> Title	
<input type="checkbox"/> Description	
<input type="checkbox"/> Other	

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
*Variable credit must be explained

Frequency
<input type="checkbox"/> Every Term
<input type="checkbox"/> Yearly
<input checked="" type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate  Library resources need enhancement

**Proposed Course Catalog Listing: (For new courses or for modification)**

Math 6983 Graduate Research Project Hours: 3 / 0 / 3  
 Prefix Course Title Hours: Lecture/Lab/Total

**Catalog Description (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):**

Prerequisite(s) 18 hours of graduate level mathematics and approval of faculty advisor

Present or Projected Enrollment: (Students per year) Effective Date\*: Fall /2008  
 \*For a new course, one full term must pass between approval and effective date. Term/Year

Grading System:  Letter Grade  Pass/Fail  Other

Approval:

<u>Bruce Ho</u>	<u>9-24-07</u>		
Department Chair	Date	Department Chair (if cross listed)	Date
<u>[Signature]</u>	<u>10/3/07</u>		
Dean of College	Date	Dean of College (if cross listed)	Date

Chair of TEAC (if teacher prep. program) Date

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit).

Charles W. Clark 4/23/2008  
 Chair, Undergraduate Academic Programs Committee Date Chair, Committee on Graduate Studies Date

[Signature] 2007  
 Vice President for Academic Affairs Date



FEB 12 2008

**MATH 6983: Graduate Research Project**  
**3-0-3**

**Course Description:** The research course is designed to teach students methods for mathematical research. Students will conduct research under the supervision of a faculty mentor. Each student will work on a unique research project to be selected by the faculty mentor and the student.

**Prerequisite:** 18 hours of graduate level mathematics, and approval of faculty advisor.

## Course or Program Addition, Deletion or Modification Request

Department: Music

College: College of Arts & Sciences

Current course catalog listing: (for modifications or deletions)

Prefix      Course      Title      Hours: Lecture/Lab/Total

Action	
<input type="checkbox"/> Course	<input checked="" type="checkbox"/> Program: Initial Certification
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add <input type="checkbox"/> Delete
<input checked="" type="checkbox"/> Credit	
<input type="checkbox"/> Number	
<input type="checkbox"/> Title	
<input type="checkbox"/> Description	
<input checked="" type="checkbox"/> Other: Add new EDUC courses	

Credit
<input checked="" type="checkbox"/> Undergraduate
<input type="checkbox"/> Graduate
<input type="checkbox"/> Other*
*Variable credit must be explained

Frequency
<input checked="" type="checkbox"/> Every Term
<input type="checkbox"/> Yearly
<input type="checkbox"/> Other

Rationale: Programs leading to Georgia teacher certification must incorporate new and modified classes in their curricula.

Library resources are adequate       Library resources need enhancement

Proposed Course Catalog Listing: (For new courses or for modification)

Prefix      Course      Title      Hours: Lecture/Lab/Total

This modification eliminates CEPD 2102 & SPED 2706, and adds SPED 3715, EDUC 2110, EDUC 2120, & EDUC 2130. To offset credit hours, we are eliminating observation credits for four Music Education courses (MUSC 3900, 4000, 4011 and 4021).

Prerequisite(s) \_\_\_\_\_



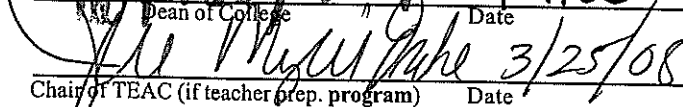
Present or Projected Enrollment: 7 (Students per year)

Effective Date\*: Fall /2008  
Term/Year

\*For a new course, one full term must pass between approval and effective date.

Grading System:       Letter Grade       Pass/Fail       Other

Approval:

	3/15/08		
Department Chair	Date	Department Chair (if cross listed)	Date
	3/14/08		
Dean of College	Date	Dean of College (if cross listed)	Date
	3/25/08		
Chair of TEAC (if teacher prep. program)	Date		

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit).

Chair, Undergraduate Academic Programs Committee      Date: Charles W. Clark      4/16/2008      Date

Vice President for Academic Affairs      Date

RECEIVED

APR 03 2008

Revised 1/09/02

UNIVERSITY  
OF WEST GEORGIA  
GRADUATE SCHOOL

**INITIAL CERTIFICATION PROGRAM: MUSIC EDUCATION (P-12)**  
**Approved Program Report**

The courses listed below constitute the Initial Certification Program in Music Education (Georgia P-12). Individuals who are seeking initial certification in music must have an undergraduate degree in music from an accredited college or university. Upon admission to the Graduate School, the applicant's transcripts are evaluated and an approved program of study is determined. In addition to meeting requirements for admission to the Graduate School, the applicant must pass the Georgia Assessments for the Certification of Educators (GACE) Basic Skills Assessment, and have a 2.7 minimum GPA to be granted admission to the UWG Teacher Education program. Certification requires completion of the program, passage of the GACE Content Assessment in Music, and meeting the Computer Skill Competency requirement through any means approved by the PSC as found at the following link: <https://www.gapsc.com/ApprovedPrograms/EducationProgram.asp>

Student \_\_\_\_\_ ID # \_\_\_\_\_ Date \_\_\_\_\_

<b>Initial Certification Program: Music Education</b> (Prerequisite: Baccalaureate degree in Music)	<b>Required Courses</b>
<b>PROFESSIONAL EDUCATION COURSES</b>	
SPED 3715: Inclusive Classrooms <i>or</i> SPED 6706: Spec. Ed. in Reg. Classrm. (3)	
CEPD 4101: Educational Psych. <i>or</i> CEPD 6101: Psych. of Classrm. Learning (3)	
<b>MUSIC EDUCATION COURSES</b>	
MUSC 3900: Music in the Elementary Schools (3)	
MUSC 4000: Music in the Secondary Schools (3)	
MUSC 4011: Choral <i>or</i> MUSC 4021: Instrumental Methods & Materials (3)	
MUSC 4186, 4187, & 4188: Teaching Internship (9)	
<b>SUPPORTIVE MUSIC COURSES</b>	
MUSC 3601: Woodwind Techniques and Materials (1)	
MUSC 3602: Brass Techniques and Materials (1)	
MUSC 3603: Percussion Techniques and Materials (1)	
MUSC 3604: String Techniques and Materials (1)	
MUSC 3605: Voice Techniques and Materials (1) <i>or</i>	
MUSC 3606: Principals of Diction (1)	
Other:	
<b>TOTAL</b>	

GACE I completion date \_\_\_\_\_ GACE II completion date \_\_\_\_\_

Computer Skill Competency requirement met by \_\_\_\_\_ date \_\_\_\_\_

Approval Signature \_\_\_\_\_ date \_\_\_\_\_

Kevin Hibbard, DMA, Chair, Department of Music

## Course or Program Addition, Deletion or Modification Request

Department: Management College: Richards College of Business

**Current course catalog listing: (for modifications or deletions)**

Prefix ABED Course 6100 Title Advanced Business Communication Hours: 3 / 0 / 3  
Lecture/Lab/Total

Action	
<input checked="" type="checkbox"/> Course	<input type="checkbox"/> Program
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add <input type="checkbox"/> Delete
<input type="checkbox"/> Credit	
<input type="checkbox"/> Number	
<input type="checkbox"/> Title	
<input checked="" type="checkbox"/> Description	
<input type="checkbox"/> Other	

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
<small>*Variable credit must be explained</small>

Frequency
<input type="checkbox"/> Every Term
<input checked="" type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate  Library resources need enhancement

**Proposed Course Catalog Listing: (For new courses or for modification)**

Prefix \_\_\_\_\_ Course \_\_\_\_\_ Title \_\_\_\_\_ Hours:    /    /     
Lecture/Lab/Total

**Catalog Description (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):**

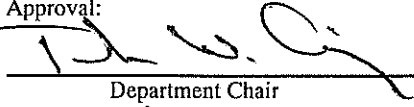
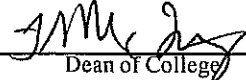
See New Course Description on next page.

Prerequisite(s) \_\_\_\_\_

**Present or Projected Enrollment:** (Students per year) \_\_\_\_\_ Effective Date\*: \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
\*For a new course, one full term must pass between approval and effective date. Term/Year

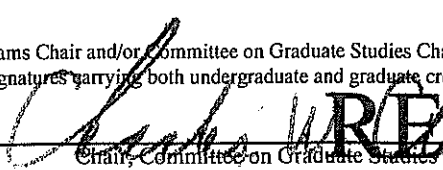
Grading System:  Letter Grade  Pass/Fail  Other

Approval:

	2/13/08		
<small>Department Chair</small>	<small>Date</small>	<small>Department Chair (if cross listed)</small>	<small>Date</small>
	3-13-08		
<small>Dean of College</small>	<small>Date</small>	<small>Dean of College (if cross listed)</small>	<small>Date</small>

Chair of TEAC (if teacher prep. program) \_\_\_\_\_ Date \_\_\_\_\_

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit).

Chair, Undergraduate Academic Programs Committee	Date		Date
--	------	--	------

Vice President for Academic Affairs \_\_\_\_\_ Date \_\_\_\_\_

RECEIVED

4/16/2008

APR 04 2008

**ABED 6100—Advanced Business Communication**

Areas fundamental to effective oral and written business communication today are examined. Content includes the following: Steps in the communication process; typical barriers to effective communication and guidelines for overcoming them; uses of information technology; managing, planning, and working in teams; conducting executive-level meetings; and effective presentations. Service learning provides the bases to develop an audience-tailored communication approach.

## Course or Program Addition, Deletion or Modification Request

Department: Management

College: Richards College of Business

**Current course catalog listing: (for modifications or deletions)**

Prefix ABED Course 6106 Title Evaluation and Testing in Business Education

3 / 0 / 3  
Hours: Lecture/Lab/Total

Action	
<input checked="" type="checkbox"/> Course	<input type="checkbox"/> Program
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add <input type="checkbox"/> Delete
<input type="checkbox"/> Credit	
<input type="checkbox"/> Number	
<input type="checkbox"/> Title	
<input checked="" type="checkbox"/> Description	
<input type="checkbox"/> Other	

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
*Variable credit must be explained

Frequency
<input type="checkbox"/> Every Term
<input checked="" type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate       Library resources need enhancement

**Proposed Course Catalog Listing: (For new courses or for modification)**

Prefix \_\_\_\_\_ Course \_\_\_\_\_ Title \_\_\_\_\_ Hours: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Lecture/Lab/Total

**Catalog Description (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):**

See New Course Description on next page.

Prerequisite(s) \_\_\_\_\_

**Present or Projected Enrollment:** (Students per year) \_\_\_\_\_ Effective Date\*: \_\_\_\_\_ / \_\_\_\_\_  
\*For a new course, one full term must pass between approval and effective date. Term/Year

Grading System:       Letter Grade       Pass/Fail       Other

Approval:

	2/13/08 Date		Date
Department Chair		Department Chair (if cross listed)	
	3-13-08 Date		Date
Dean of College		Dean of College (if cross listed)	

Chair of TEAC (if teacher prep. program) \_\_\_\_\_ Date \_\_\_\_\_

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit)

		Date 4/16/2008
Chair, Undergraduate Academic Programs Committee	Chair, Committee on Graduate Studies	Date
Vice President for Academic Affairs	Date	APR 04 2008



## ABED 6106 - Evaluation and Testing in Business Education

The purpose of this course is to acquaint students with methods of evaluation and testing in business education. Students will be exposed to essential concepts and skills of measurement topics. Students will also complete a Position Paper of a current Business Education topic in order to complete graduation requirements. Students must receive a grade of no lower than "B" on the research paper to satisfy graduation requirements.

## Course or Program Addition, Deletion or Modification Request

Department: Management College: Richards College of Business

Current course catalog listing: (for modifications or deletions)

Prefix ABED Course 6107 Title Instructional Strategies for Technology Hours: 3 / 0 / 3 Lecture/Lab/Total

Action		
<input checked="" type="checkbox"/> Course	<input type="checkbox"/> Program	
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
<input type="checkbox"/> Credit		
<input type="checkbox"/> Number		
<input type="checkbox"/> Title		
<input checked="" type="checkbox"/> Description		
<input type="checkbox"/> Other		

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
*Variable credit must be explained

Frequency
<input type="checkbox"/> Every Term
<input checked="" type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate       Library resources need enhancement

**Proposed Course Catalog Listing:** (For new courses or for modification)

Prefix	Course	Title	Hours: Lecture/Lab/Total
--------	--------	-------	--------------------------

**Catalog Description** (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):

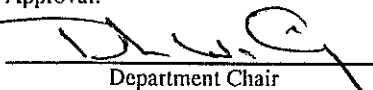

See New Course Description on next page.

Prerequisite(s) \_\_\_\_\_

**Present or Projected Enrollment:** (Students per year) \_\_\_\_\_ Effective Date\*: \_\_\_\_\_ / \_\_\_\_\_  
\*For a new course, one full term must pass between approval and effective date. Term/Year

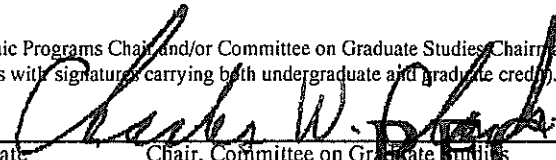
Grading System:       Letter Grade       Pass/Fail       Other

Approval:

	2/13/08	
Department Chair	Date	Department Chair (if cross listed)      Date
	3/7/08	
Dean of College	Date	Dean of College (if cross listed)      Date

Chair of TEAC (if teacher prep. program) \_\_\_\_\_ Date \_\_\_\_\_

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit).

	4/16/2008	
Chair, Undergraduate Academic Programs Committee	Date	Chair, Committee on Graduate Studies      Date

Vice President for Academic Affairs \_\_\_\_\_ Date \_\_\_\_\_

RECEIVED

APR 04 2008

**ABED 6107 – Instructional Strategies for Technology**

**A study of issues, methodologies, applications, and current research in teaching business technology courses using the Read/Write Web and Web 2.0 applications.**

## Course or Program Addition, Deletion or Modification Request

Department: Management

College: Richards College of Business

Current course catalog listing: (for modifications or deletions)

Prefix ABED Course 6120 Title Administrative Support Systems Hours: 3 / 0 / 3 Lecture/Lab/Total

Action	
<input checked="" type="checkbox"/> Course	<input type="checkbox"/> Program
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add <input type="checkbox"/> Delete
<input type="checkbox"/> Credit	
<input type="checkbox"/> Number	
<input type="checkbox"/> Title	
<input checked="" type="checkbox"/> Description	
<input type="checkbox"/> Other	

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
<small>*Variable credit must be explained</small>

Frequency
<input type="checkbox"/> Every Term
<input checked="" type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate  Library resources need enhancement

**Proposed Course Catalog Listing:** (For new courses or for modification)

Prefix	Course	Title	Hours: Lecture/Lab/Total
			<u>1 / 1 /</u>

**Catalog Description** (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):

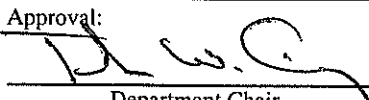
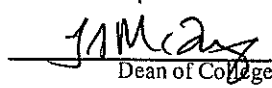
See New Course Description on next page.

Prerequisite(s) \_\_\_\_\_

**Present or Projected Enrollment:** (Students per year) \_\_\_\_\_ Effective Date\*: \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
\*For a new course, one full term must pass between approval and effective date. Term/Year

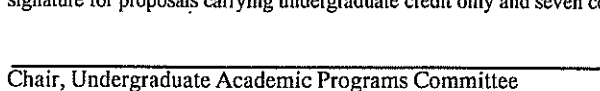
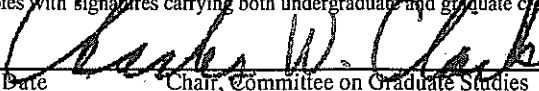
Grading System:  Letter Grade  Pass/Fail  Other

Approval:

	2/13/09		
Department Chair	Date	Department Chair (if cross listed)	Date
	3-13-08		
Dean of College	Date	Dean of College (if cross listed)	Date

Chair of TEAC (if teacher prep. program) \_\_\_\_\_ Date \_\_\_\_\_

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit).

	4/16/2008		
Chair, Undergraduate Academic Programs Committee	Date	Chair, Committee on Graduate Studies	Date

Vice President for Academic Affairs \_\_\_\_\_ Date \_\_\_\_\_

EIVED

APR 04 2008

## ABED 6120 – Administrative Support Systems

An integration of management concepts, including: information processing; system technologies; and administrative support systems. Emphasis is placed on administrative support systems management as it applies to supervision and support of business functions.

## Course or Program Addition, Deletion or Modification Request

Department: Management

College: Richards College of Business

Current course catalog listing: (for modifications or deletions)

Prefix ABED Course 6128 Title Instructional Strategies for Basic Business Hours: 3 / 0 / 3 Lecture/Lab/Total

Action	
<input checked="" type="checkbox"/> Course	<input type="checkbox"/> Program
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add <input type="checkbox"/> Delete
<input type="checkbox"/> Credit	
<input type="checkbox"/> Number	
<input type="checkbox"/> Title	
<input checked="" type="checkbox"/> Description	
<input type="checkbox"/> Other	

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
<small>*Variable credit must be explained</small>

Frequency
<input type="checkbox"/> Every Term
<input checked="" type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate       Library resources need enhancement

Proposed Course Catalog Listing: (For new courses or for modification)

Prefix	Course	Title	Hours: Lecture/Lab/Total

**Catalog Description** (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):

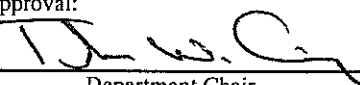
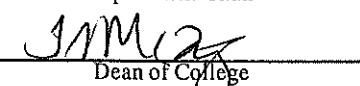
See New Course Description on next page.

Prerequisite(s) \_\_\_\_\_

Present or Projected Enrollment: (Students per year) \_\_\_\_\_ Effective Date\*: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
\*For a new course, one full term must pass between approval and effective date. Term/Year

Grading System:       Letter Grade       Pass/Fail       Other

Approval:

	2/13/08		
Department Chair	Date	Department Chair (if cross listed)	Date
	3-12-08		
Dean of College	Date	Dean of College (if cross listed)	Date

Chair of TEAC (if teacher prep. program) \_\_\_\_\_ Date \_\_\_\_\_

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit). 4/16/2008

Chair, Undergraduate Academic Programs Committee \_\_\_\_\_ Date \_\_\_\_\_  
 Chair, Committee on Graduate Studies \_\_\_\_\_ Date \_\_\_\_\_

Vice President for Academic Affairs \_\_\_\_\_ Date \_\_\_\_\_

RECEIVED

APR 04 2008

**ABED 6128 – Instructional Strategies for Basic Business**

A study of learning theories, models, methodologies, and current research; used in teaching basic business subjects.

## Course or Program Addition, Deletion or Modification Request

Department: Management College: Richards College of Business

Current course catalog listing: (for modifications or deletions)

Prefix ABED Course 6146 Title Supervision and Leadership Hours: 3 / 0 / 3  
Lecture/Lab/Total

Action	
<input checked="" type="checkbox"/> Course	<input type="checkbox"/> Program
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add <input type="checkbox"/> Delete
<input type="checkbox"/> Credit	
<input type="checkbox"/> Number	
<input type="checkbox"/> Title	
<input checked="" type="checkbox"/> Description	
<input type="checkbox"/> Other	

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
<small>*Variable credit must be explained</small>

Frequency
<input type="checkbox"/> Every Term
<input checked="" type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate  Library resources need enhancement

**Proposed Course Catalog Listing:** (For new courses or for modification)

Prefix \_\_\_\_\_ Course \_\_\_\_\_ Title \_\_\_\_\_ Hours: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Lecture/Lab/Total

**Catalog Description** (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):

See New Course Description on next page.

Prerequisite(s) \_\_\_\_\_

**Present or Projected Enrollment:** (Students per year) \_\_\_\_\_ Effective Date\*: \_\_\_\_\_ / \_\_\_\_\_  
\*For a new course, one full term must pass between approval and effective date. Term/Year

Grading System:  Letter Grade  Pass/Fail  Other

Approval:

[Signature] 2/13/08  
Department Chair Date Department Chair (if cross listed) Date

[Signature] 3-13-08  
Dean of College Date Dean of College (if cross listed) Date

Chair of TEAC (if teacher prep. program) \_\_\_\_\_ Date \_\_\_\_\_

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit).

[Signature] 4/10/2008  
Chair, Undergraduate Academic Programs Committee Date Chair, Committee on Graduate Studies Date

Vice President for Academic Affairs \_\_\_\_\_ Date \_\_\_\_\_

APR 04 2008



## **ABED 6146 – Supervision and Leadership**

A study of: functions of administration; supervision; and leadership in business and education. This course will provide students with an opportunity to gain understanding of administrative processes and leadership roles/responsibilities. Federal, state, and local program requirements and initiatives related to technology/career education will be examined.

## Course or Program Addition, Deletion or Modification Request

**Department:** Management                      **College:** Richards College of Business

**Current course catalog listing: (for modifications or deletions)**

Prefix ABED Course 6160 Title Instructional Strategies for Keyboarding                      Hours: 3 / 0 / 3  
Lecture/Lab/Total

Action		
<input checked="" type="checkbox"/> Course	<input type="checkbox"/> Program	
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
<input type="checkbox"/> Credit		
<input type="checkbox"/> Number		
<input type="checkbox"/> Title		
<input checked="" type="checkbox"/> Description		
<input type="checkbox"/> Other		

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
<small>*Variable credit must be explained</small>

Frequency
<input type="checkbox"/> Every Term
<input checked="" type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate                       Library resources need enhancement

**Proposed Course Catalog Listing: (For new courses or for modification)**

Prefix \_\_\_\_\_ Course \_\_\_\_\_ Title \_\_\_\_\_ Hours: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Lecture/Lab/Total

**Catalog Description (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):**

See New Course Description on next page.

Prerequisite(s) \_\_\_\_\_

**Present or Projected Enrollment:** (Students per year) \_\_\_\_\_ Effective Date\*: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
\*For a new course, one full term must pass between approval and effective date. Term/Year

Grading System:                       Letter Grade                       Pass/Fail                       Other

Approval:

[Signature]                      2/13/08  
 Department Chair                      Date                      Department Chair (if cross listed)                      Date

[Signature]                      3-13-08  
 Dean of College                      Date                      Dean of College (if cross listed)                      Date

Chair of TEAC (if teacher prep. program)                      Date

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit).

Chair, Undergraduate Academic Programs Committee                      Date: [Signature]                      Chair, Committee on Graduate Studies                      Date: 4/11/2008

Vice President for Academic Affairs                      Date

RECEIVED

APR 04 2008

**ABED 6160—Instructional Strategies for Keyboarding**

A comprehensive study and application of learning principles and current research is applied to issues, trends, methods, and software for keyboarding and other skills-related business courses.

## Course or Program Addition, Deletion or Modification Request

**Department:** Management **College:** Richards College of Business

**Current course catalog listing: (for modifications or deletions)**

Prefix ABED Course 6181 Title Independent Study Hours: 3 / 0 / 3  
Lecture/Lab/Total

Action	
<input checked="" type="checkbox"/> Course	<input type="checkbox"/> Program
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add <input type="checkbox"/> Delete
<input type="checkbox"/> Credit	
<input type="checkbox"/> Number	
<input type="checkbox"/> Title	
<input checked="" type="checkbox"/> Description	
<input type="checkbox"/> Other	

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
<small>*Variable credit must be explained</small>

Frequency
<input type="checkbox"/> Every Term
<input type="checkbox"/> Yearly
<input checked="" type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate  Library resources need enhancement

**Proposed Course Catalog Listing:** (For new courses or for modification)

Prefix \_\_\_\_\_ Course \_\_\_\_\_ Title \_\_\_\_\_ Hours:   /  /    
Lecture/Lab/Total

**Catalog Description (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):**


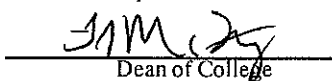
See New Course Description on next page.

Prerequisite(s) \_\_\_\_\_

**Present or Projected Enrollment:** (Students per year) \_\_\_\_\_ Effective Date\*: \_\_\_\_\_  
\*For a new course, one full term must pass between approval and effective date. Term/Year

Grading System:  Letter Grade  Pass/Fail  Other

Approval:

	2/13/08		
<small>Department Chair</small>	<small>Date</small>	<small>Department Chair (if cross listed)</small>	<small>Date</small>
	3-13-08		
<small>Dean of College</small>	<small>Date</small>	<small>Dean of College (if cross listed)</small>	<small>Date</small>

Chair of TEAC (if teacher prep. program) \_\_\_\_\_ Date \_\_\_\_\_

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit). 4/16/2008

Chair, Undergraduate Academic Programs Committee \_\_\_\_\_ Date \_\_\_\_\_ Chair, Committee on Graduate Studies \_\_\_\_\_ Date \_\_\_\_\_

Vice President for Academic Affairs \_\_\_\_\_ Date \_\_\_\_\_

APR 04 2008



## **ABED 6181 – Independent Study**

Prerequisite: Approval of major professor, Director of Business Education, and Department Chair.

Preparation of an independent project under the direct supervision of the major professor.

## Course or Program Addition, Deletion or Modification Request

**Department:** Management **College:** Richards College of Business

**Current course catalog listing: (for modifications or deletions)**

Prefix ABED Course 6182 Title Research Techniques in Business Education Hours: 3 / 0 / 3 Lecture/Lab/Total

Action		
<input checked="" type="checkbox"/> Course	<input type="checkbox"/> Program	
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
<input type="checkbox"/> Credit		
<input type="checkbox"/> Number		
<input type="checkbox"/> Title		
<input checked="" type="checkbox"/> Description		
<input type="checkbox"/> Other		

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
*Variable credit must be explained

Frequency
<input type="checkbox"/> Every Term
<input checked="" type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate  Library resources need enhancement

**Proposed Course Catalog Listing:** (For new courses or for modification)

Prefix \_\_\_\_\_ Course \_\_\_\_\_ Title \_\_\_\_\_ Hours: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Lecture/Lab/Total

**Catalog Description** (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):

See New Course Description on next page.

Prerequisite(s) \_\_\_\_\_

**Present or Projected Enrollment:** \_\_\_\_\_ (Students per year) **Effective Date\*:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
\*For a new course, one full term must pass between approval and effective date. Term/Year

**Grading System:**  Letter Grade  Pass/Fail  Other

Approval:

_____	2/13/08
Department Chair	Date
_____	4-1-08
Dean of College	Date

Chair of TEAC (if teacher prep. program) \_\_\_\_\_ Date \_\_\_\_\_

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chair (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit). 4/16/2008

Chair, Undergraduate Academic Programs Committee \_\_\_\_\_ Date \_\_\_\_\_ Chair, Committee on Graduate Studies \_\_\_\_\_ Date \_\_\_\_\_

Vice President for Academic Affairs \_\_\_\_\_ Date \_\_\_\_\_

RECEIVED

APR 04 2008

**ABED 6182—Research Techniques in Business Education**

The study of advanced research techniques in business education. Research is conducted primarily on the Internet, where a variety of topics are investigated, including research instruments, research methodology, research studies, and other related online research topics.

## Course or Program Addition, Deletion or Modification Request

Department: Management College: Richards College of Business

**Current course catalog listing: (for modifications or deletions)**

Prefix ABED Course 6183 Title Introduction to Research in Business Education Hours: 3 / 0 / 3 Lecture/Lab/Total

Action		
<input checked="" type="checkbox"/> Course	<input type="checkbox"/> Program	
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
<input type="checkbox"/> Credit		
<input type="checkbox"/> Number		
<input type="checkbox"/> Title		
<input checked="" type="checkbox"/> Description		
<input type="checkbox"/> Other		

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
*Variable credit must be explained

Frequency
<input type="checkbox"/> Every Term
<input checked="" type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate       Library resources need enhancement

**Proposed Course Catalog Listing: (For new courses or for modification)**

Prefix \_\_\_\_\_ Course \_\_\_\_\_ Title \_\_\_\_\_ Hours: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Lecture/Lab/Total

**Catalog Description (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):**

See New Course Description on next page.

Prerequisite(s) \_\_\_\_\_

**Present or Projected Enrollment:** (Students per year) \_\_\_\_\_ Effective Date\*: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
\*For a new course, one full term must pass between approval and effective date. Term/Year

Grading System:       Letter Grade       Pass/Fail       Other

Approval:

	2/13/08
Department Chair	Date
	4-1-08
Dean of College	Date

Chair of TEAC (if teacher prep. program) \_\_\_\_\_ Date \_\_\_\_\_

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit).

Chair, Undergraduate Academic Programs Committee		Date
Vice President for Academic Affairs		Date

RECEIVED

4/16/2008

APR 04 2008



## ABED 6183 – Introduction to Research in Business Education

Overview of quantitative and qualitative research process; includes concepts and methods for conducting and evaluating research in the field of business education.

## Course or Program Addition, Deletion or Modification Request

Department: Management College: Richards College of Business

Current course catalog listing: (for modifications or deletions)

Prefix ABED Course 6186 Title Business Internship Hours: 3 / 0 / 3  
Lecture/Lab/Total

Action	
<input checked="" type="checkbox"/> Course	<input type="checkbox"/> Program
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add <input type="checkbox"/> Delete
<input type="checkbox"/> Credit	
<input type="checkbox"/> Number	
<input type="checkbox"/> Title	
<input checked="" type="checkbox"/> Description	
<input type="checkbox"/> Other	

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
<small>*Variable credit must be explained</small>

Frequency
<input type="checkbox"/> Every Term
<input checked="" type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate  Library resources need enhancement

**Proposed Course Catalog Listing:** (For new courses or for modification)

Prefix	Course	Title	Hours: Lecture/Lab/Total
--------	--------	-------	--------------------------

**Catalog Description** (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):



See New Course Description on next page.

Prerequisite(s) \_\_\_\_\_

**Present or Projected Enrollment:** (Students per year) \_\_\_\_\_ Effective Date\*: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
\*For a new course, one full term must pass between approval and effective date. Term/Year

Grading System:  Letter Grade  Pass/Fail  Other

Approval:

	2/13/08		
Department Chair	Date	Department Chair (if cross listed)	Date
	3-13-08		
Dean of College	Date	Dean of College (if cross listed)	Date

Chair of TEAC (if teacher prep. program) \_\_\_\_\_ Date \_\_\_\_\_

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit). 4/16/2008

Chair, Undergraduate Academic Programs Committee	Date	Chair, Committee on Graduate Studies	Date
--	------	--------------------------------------	------

Vice President for Academic Affairs \_\_\_\_\_ Date \_\_\_\_\_

RECEIVED

APR 04 2008

**ABED 6186—Business Internship**

Students develop a written, comprehensive work plan specifying course goals, objectives, activities, evaluation evidence and measurement, etc., to be applied in a practical business internship experience. Students work for a minimum of 45 hours in an approved business setting. Content includes identifying, analyzing, and presenting the solution(s) for a work-related problem.

**Course or Program Addition, Deletion or Modification Request**

Department: Management College: Richards College of Business

Current course catalog listing: (for modifications or deletions)

Prefix ABED Course 6187 Title Practicum in Business Education Hours: 3 / 0 / 3  
 Lecture/Lab/Total

Action		
<input checked="" type="checkbox"/> Course	<input type="checkbox"/> Program	
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
<input type="checkbox"/> Credit		
<input type="checkbox"/> Number		
<input type="checkbox"/> Title		
<input checked="" type="checkbox"/> Description		
<input type="checkbox"/> Other		

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
*Variable credit must be explained

Frequency
<input type="checkbox"/> Every Term
<input checked="" type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate  Library resources need enhancement

**Proposed Course Catalog Listing:** (For new courses or for modification)

Prefix	Course	Title	Hours: Lecture/Lab/Total
			/ /

**Catalog Description** (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):

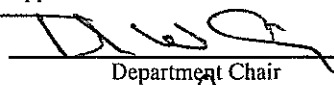

See New Course Description on next page.

Prerequisite(s) \_\_\_\_\_

**Present or Projected Enrollment:** (Students per year) \_\_\_\_\_ Effective Date\*: \_\_\_\_\_  
\*For a new course, one full term must pass between approval and effective date. Term/Year

Grading System:  Letter Grade  Pass/Fail  Other

Approval:

	<u>2/13/08</u>	_____	_____
Department Chair	Date	Department Chair (if cross listed)	Date
	<u>3-13-08</u>	_____	_____
Dean of College	Date	Dean of College (if cross listed)	Date

Chair of TEAC (if teacher prep. program) \_\_\_\_\_ Date \_\_\_\_\_

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman/six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit).

_____	Date _____		Date _____
Chair, Undergraduate Academic Programs Committee		Chair, Committee on Graduate Studies	

Vice President for Academic Affairs \_\_\_\_\_ Date \_\_\_\_\_ **APR 04 2008**

**ABED 6187—Practicum in Business Education**

An in-depth research investigation within a school environment. Students will study various components such as physical plant, staff, curriculum, student composition, and teaching practices. Students will also prepare a PowerPoint presentation that promotes the school and the business department within that school.

## Course or Program Addition, Deletion or Modification Request

**Department:** Management      **College:** Richards College of Business

**Current course catalog listing: (for modifications or deletions)**

Prefix ABED Course 6507 Title Curriculum in Teaching Business Subjects Hours: 2 / 2 / 3 Lecture/Lab/Total

Action	
<input checked="" type="checkbox"/> Course	<input type="checkbox"/> Program
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add <input type="checkbox"/> Delete
<input type="checkbox"/> Credit	
<input type="checkbox"/> Number	
<input type="checkbox"/> Title	
<input checked="" type="checkbox"/> Description	
<input type="checkbox"/> Other	

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
*Variable credit must be explained

Frequency
<input type="checkbox"/> Every Term
<input checked="" type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate       Library resources need enhancement

**Proposed Course Catalog Listing:** (For new courses or for modification)

Prefix	Course	Title	Hours: Lecture/Lab/Total
--------	--------	-------	--------------------------

**Catalog Description** (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):

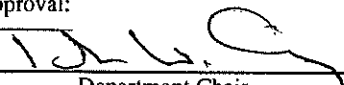
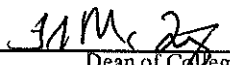
See New Course Description on next page.

Prerequisite(s) \_\_\_\_\_

**Present or Projected Enrollment:** \_\_\_\_\_ (Students per year)      Effective Date\*: \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
\*For a new course, one full term must pass between approval and effective date.      Term/Year

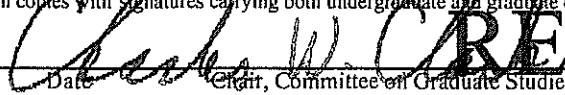
Grading System:       Letter Grade       Pass/Fail       Other

Approval:

	2/13/08		
Department Chair	Date	Department Chair (if cross listed)	Date
	3-13-08		
Dean of College	Date	Dean of College (if cross listed)	Date

Chair of TEAC (if teacher prep. program) \_\_\_\_\_ Date \_\_\_\_\_

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit).

Chair, Undergraduate Academic Programs Committee	Date		Date
		RECEIVED	4/16/2008
Vice President for Academic Affairs	Date	APR 04 2008	

**ABED 6507 Curriculum in Teaching Business Subjects**

2/2/3

Prerequisite: Admission to Teacher Education (2.7 GPA and GACE I, Praxis I, or exemption scores)

Students examine planned educational experiences which can take place in the multiple context of the school. The following types of questions serve as parameters for study of the business curriculum: What educational purposes should be accomplished? How to structure lesson plans to identify and accomplish educational intent? How can learning attain these objectives? How to organize learning experiences for effective instruction? How to effectively evaluate learning experiences? Field experience and professional activities are required.

## Course or Program Addition, Deletion or Modification Request

Department: Management

College: Richards College of Business

Current course catalog listing: (for modifications or deletions)

Prefix ABED Course 6537 Title Methods of Teaching Business Subjects Hours: 3 / 2 / 4  
Lecture/Lab/Total

Action	
<input checked="" type="checkbox"/> Course	<input type="checkbox"/> Program
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add <input type="checkbox"/> Delete
<input type="checkbox"/> Credit	
<input type="checkbox"/> Number	
<input type="checkbox"/> Title	
<input checked="" type="checkbox"/> Description	
<input type="checkbox"/> Other	

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
<small>*Variable credit must be explained</small>

Frequency
<input type="checkbox"/> Every Term
<input checked="" type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate  Library resources need enhancement

Proposed Course Catalog Listing: (For new courses or for modification)

Prefix \_\_\_\_\_ Course \_\_\_\_\_ Title \_\_\_\_\_ Hours: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Lecture/Lab/Total

Catalog Description (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):

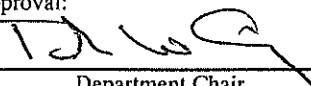
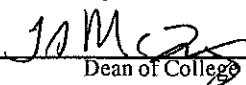
See New Course Description on next page.

Prerequisite(s) \_\_\_\_\_

Present or Projected Enrollment: \_\_\_\_\_ (Students per year) Effective Date\*: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
\*For a new course, one full term must pass between approval and effective date. Term/Year

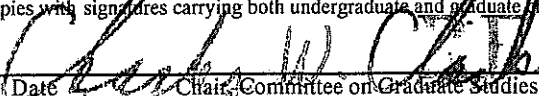
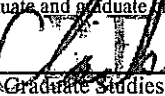
Grading System:  Letter Grade  Pass/Fail  Other

Approval:

	<u>2/13/09</u>		
<small>Department Chair</small>	<small>Date</small>	<small>Department Chair (if cross listed)</small>	<small>Date</small>
	<u>3-13-08</u>		
<small>Dean of College</small>	<small>Date</small>	<small>Dean of College (if cross listed)</small>	<small>Date</small>

Chair of TEAC (if teacher prep. program) \_\_\_\_\_ Date \_\_\_\_\_

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit).

			<b>RECEIVED</b>
<small>Chair, Undergraduate Academic Programs Committee</small>	<small>Date</small>	<small>Chair, Committee on Graduate Studies</small>	<small>Date</small> <u>4/16/2008</u>

Vice President for Academic Affairs \_\_\_\_\_ Date \_\_\_\_\_ APR 14 2008



**ABED 6537 Methods of Teaching Business Subjects**

**3/2/4**

Prerequisite: Admission to Teacher Education (2.7 GPA and GACE I, Praxis I, or exemption scores)

A study of learning principles, methods, strategies, and knowledge related to teaching business subjects. Students create and demonstrate well-planned, content-based lessons and educational experiences demonstrating planned patterned behaviors as definite steps by which the teacher influences learning. A meta-analysis of research-based instruction is examined. As an integral part of the course, field experience, professional activities, and seminars are required.

## Course or Program Addition, Deletion or Modification Request

Department: Management

College: Richards College of Business

Current course catalog listing: (for modifications or deletions)

Prefix ABED Course 6586 Title Teaching Internship

0 / 18 / 9

Hours: Lecture/Lab/Total

Action	
<input checked="" type="checkbox"/> Course	<input type="checkbox"/> Program
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add <input type="checkbox"/> Delete
<input type="checkbox"/> Credit	
<input type="checkbox"/> Number	
<input type="checkbox"/> Title	
<input checked="" type="checkbox"/> Description	
<input type="checkbox"/> Other	

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
*Variable credit must be explained

Frequency
<input checked="" type="checkbox"/> Every Term
<input type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate       Library resources need enhancement

**Proposed Course Catalog Listing:** (For new courses or for modification)

Prefix      Course      Title      Hours: Lecture/Lab/Total

**Catalog Description** (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):

See New Course Description on next page.

Prerequisite(s) \_\_\_\_\_

**Present or Projected Enrollment:** (Students per year)      Effective Date\*: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
\*For a new course, one full term must pass between approval and effective date.      Term/Year

Grading System:       Letter Grade       Pass/Fail       Other

Approval:

	2/13/09 Date	Department Chair (if cross listed)	Date
	3-19-08 Date	Dean of College (if cross listed)	Date

Chair of TEAC (if teacher prep. program)      Date

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit).

Chair, Undergraduate Academic Programs Committee      Date           Chair, Committee on Graduate Studies      Date

Vice President for Academic Affairs      Date

APR 04 2008

**UNIVERSITY  
OF WEST GEORGIA  
GRADUATE SCHOOL**

RECEIVED  
4/16/2008

**ABED 6586—Teaching Internship**

**0/18/9**

Prerequisite: Admission to Teacher Education (2.7 GPA and GACE I, Praxis I, or exemption scores).

Students will teach for one semester in the public schools under the supervision of an experience, qualified classroom teacher and a university supervisor. The internship will be conducted on the level and in the field required for certification. Students will participate in scheduled seminars that are an integral part of the course.

## Course or Program Addition, Deletion or Modification Request

Department: Management College: Richards College of Business

Current course catalog listing: (for modifications or deletions)

Prefix ABED Course 6587 Title Teaching Internship I Hours: 3 / 0 / 3  
Lecture/Lab/Total

Action	
<input checked="" type="checkbox"/> Course	<input type="checkbox"/> Program
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add <input type="checkbox"/> Delete
<input type="checkbox"/> Credit	
<input type="checkbox"/> Number	
<input type="checkbox"/> Title	
<input checked="" type="checkbox"/> Description	
<input type="checkbox"/> Other	

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
<small>*Variable credit must be explained</small>

Frequency
<input checked="" type="checkbox"/> Every Term
<input type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate  Library resources need enhancement

Proposed Course Catalog Listing: (For new courses or for modification)

Prefix \_\_\_\_\_ Course \_\_\_\_\_ Title \_\_\_\_\_ Hours:   /  /    
Lecture/Lab/Total

Catalog Description (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):


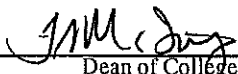
See New Course Description on next page.

Prerequisite(s) \_\_\_\_\_

Present or Projected Enrollment: \_\_\_\_\_ (Students per year) Effective Date\*: \_\_\_\_\_ / \_\_\_\_\_  
\*For a new course, one full term must pass between approval and effective date. Term/Year

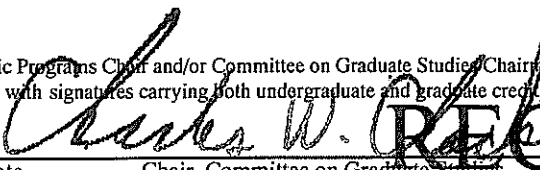
Grading System:  Letter Grade  Pass/Fail  Other

Approval:

	<u>2/13/08</u>		
<small>Department Chair</small>	<small>Date</small>	<small>Department Chair (if cross listed)</small>	<small>Date</small>
	<u>3-13-08</u>		
<small>Dean of College</small>	<small>Date</small>	<small>Dean of College (if cross listed)</small>	<small>Date</small>

Chair of TEAC (if teacher prep. program) \_\_\_\_\_ Date \_\_\_\_\_

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies/Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit).

		<b>RECEIVED</b>
<small>Chair, Undergraduate Academic Programs Committee</small>	<small>Date</small>	<small>Chair, Committee on Graduate Studies</small>
		<u>4/16/2008</u>
		<b>APR 04 2008</b>

**ABED 6587—Teaching Internship I**

Prerequisite: Admission to Teacher Education (2.7 GPA and GACE I, Praxis I, or exemption scores) and College of Education Field Experience required documentation  
Course is to be taken the first semester of student teaching while a student is teaching on a provisional license. Students will teach in the public schools under the supervision of both an experienced, qualified local mentor teacher and a university supervisor. The internship will be conducted on the level and in the field required for certification. Students will participate in seminars that are an integral part of the course.

## Course or Program Addition, Deletion or Modification Request

Department: Management College: Richards College of Business

Current course catalog listing: (for modifications or deletions)

Prefix ABED Course 6588 Title Teaching Internship II Hours: 3 / 0 / 3  
Lecture/Lab/Total

Action		
<input checked="" type="checkbox"/> Course	<input type="checkbox"/> Program	
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
<input type="checkbox"/> Credit		
<input type="checkbox"/> Number		
<input type="checkbox"/> Title		
<input checked="" type="checkbox"/> Description		
<input type="checkbox"/> Other		

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
<small>*Variable credit must be explained</small>

Frequency
<input checked="" type="checkbox"/> Every Term
<input type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate       Library resources need enhancement

**Proposed Course Catalog Listing:** (For new courses or for modification)

Prefix \_\_\_\_\_ Course \_\_\_\_\_ Title \_\_\_\_\_ Hours: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Lecture/Lab/Total

**Catalog Description** (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):

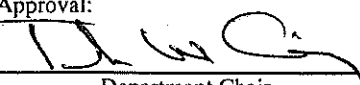
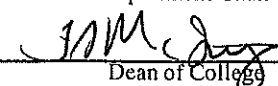
See New Course Description on next page.

Prerequisite(s) \_\_\_\_\_

**Present or Projected Enrollment:** (Students per year) \_\_\_\_\_ Effective Date\*: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
\*For a new course, one full term must pass between approval and effective date. Term/Year

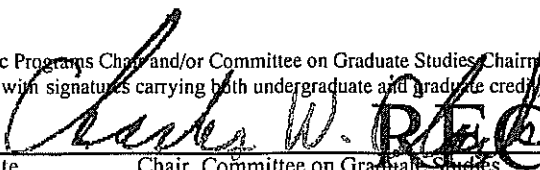
Grading System:       Letter Grade       Pass/Fail       Other

Approval:

	2/13/08		
<small>Department Chair</small>	<small>Date</small>	<small>Department Chair (if cross listed)</small>	<small>Date</small>
	3-13-08		
<small>Dean of College</small>	<small>Date</small>	<small>Dean of College (if cross listed)</small>	<small>Date</small>

Chair of TEAC (if teacher prep. program) \_\_\_\_\_ Date \_\_\_\_\_

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit).

			
<small>Chair, Undergraduate Academic Programs Committee</small>	<small>Date</small>	<small>Chair, Committee on Graduate Studies</small>	<small>Date</small>
<small>Vice President for Academic Affairs</small>	<small>Date</small>	<small>Vice President for Academic Affairs</small>	<small>Date</small>

RECEIVED

4/11/2008

APR 04 2008

**ABED 6588—Teaching Internship II**

Prerequisite: Admission to Teacher Education (2.7 GPA and GACE I, Praxis I, or exemption scores) and College of Education Field Experience required documentation  
Course is to be taken the second semester of student teaching while a student is teaching on a provisional license. Students will teach in the public schools under the supervision of both an experienced, qualified local mentor teacher and a university supervisor. The internship will be conducted on the level and in the field required for certification. Students will participate in seminars that are an integral part of the course.

## Course or Program Addition, Deletion or Modification Request

Department: Management College: Richards College of Business

Current course catalog listing: (for modifications or deletions)

Prefix ABED Course 8183 Title Advanced Research Design in Business Education Hours: 3 / 0 / 3 Lecture/Lab/Total

Action		
<input checked="" type="checkbox"/> Course	<input type="checkbox"/> Program	
<input checked="" type="checkbox"/> Modify	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
<input type="checkbox"/> Credit		
<input type="checkbox"/> Number		
<input type="checkbox"/> Title		
<input checked="" type="checkbox"/> Description		
<input type="checkbox"/> Other		

Credit
<input type="checkbox"/> Undergraduate
<input checked="" type="checkbox"/> Graduate
<input type="checkbox"/> Other*
<small>*Variable credit must be explained</small>

Frequency
<input type="checkbox"/> Every Term
<input checked="" type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate  Library resources need enhancement

**Proposed Course Catalog Listing:** (For new courses or for modification)

Prefix \_\_\_\_\_ Course \_\_\_\_\_ Title \_\_\_\_\_ Hours: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Lecture/Lab/Total

**Catalog Description** (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):


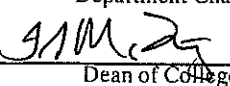
See New Course Description on next page.

Prerequisite(s) \_\_\_\_\_

**Present or Projected Enrollment:** (Students per year) \_\_\_\_\_ Effective Date\*: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
\*For a new course, one full term must pass between approval and effective date. Term/Year

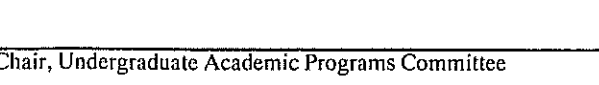

Grading System:  Letter Grade  Pass/Fail  Other

Approval:

	2/13/08		
Department Chair	Date	Department Chair (if cross listed)	Date
	3-13-08		
Dean of College	Date	Dean of College (if cross listed)	Date

Chair of TEAC (if teacher prep. program) \_\_\_\_\_ Date \_\_\_\_\_

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit). 4/16/2008

		
Chair, Undergraduate Academic Programs Committee	Date	Chair, Committee on Graduate Studies

Vice President for Academic Affairs \_\_\_\_\_ Date \_\_\_\_\_

APR 04 2008

UNIVERSITY  
OF WEST GEORGIA  
GRADUATE SCHOOL

RECEIVED



**ABED 8183—Advanced Research Design in Business Education**

A capstone research course for the Ed.S. program. This course incorporates all the elements of conducting research and writing a formal report based on the findings of that research. The report includes an abstract, an introduction, a review of literature, a procedures chapter, a findings chapter, a summary and recommendations chapter, a bibliography, and appropriate appendices. The topic of research depends on the students' areas of interest (with the approval of the instructor).

# **Addendum III**

**Course or Program Addition, Deletion or Modification Request**

Department: Curriculum and Instruction College: College of Education

**Current course catalog listing: (for modifications or deletions)**

Prefix \_\_\_\_\_ Course \_\_\_\_\_ Title B.S.Ed. in Early Childhood Education (Newnan Campus) Hours:      /      /      Lecture/Lab/Total

Action		
<input type="checkbox"/> Course	<input checked="" type="checkbox"/> Program	
<input type="checkbox"/> Modify	<input checked="" type="checkbox"/> Add	<input type="checkbox"/> Delete
<input type="checkbox"/> Credit		
<input type="checkbox"/> Number		
<input type="checkbox"/> Title		
<input type="checkbox"/> Description		
<input type="checkbox"/> Other		

Credit
<input checked="" type="checkbox"/> Undergraduate
<input type="checkbox"/> Graduate
<input type="checkbox"/> Other*
*Variable credit must be explained

Frequency
<input checked="" type="checkbox"/> Every Term
<input type="checkbox"/> Yearly
<input type="checkbox"/> Other

**Rationale:** To include a discussion of the impact this change may have on the substance of the major or academic program (attach additional material as necessary) and whether or not existing resources are sufficient to support this change.

Library resources are adequate       Library resources need enhancement

**Proposed Course Catalog Listing: (For new courses or for modification)**

Prefix \_\_\_\_\_ Course \_\_\_\_\_ Title \_\_\_\_\_ Hours: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Lecture/Lab/Total

**Catalog Description (New courses must attach: course objectives/outcomes; text(s) and/or other resources used; grading policy; and a brief class schedule. For 5XXX/4XXX courses please highlight the additional work required for graduate credit and the differences in grading policies):**

Prerequisite(s) \_\_\_\_\_

**Present or Projected Enrollment:** 90 (Students per year)      Effective Date\*: Fall / 2008  
\*For a new course, one full term must pass between approval and effective date.      Term/Year

Grading System:       Letter Grade       Pass/Fail       Other

**Approval:**

Donna M. Harkins      3-7-08  
 Department Chair      Date      Department Chair (if cross listed)      Date

[Signature]      3/8/2008  
 Dean of College      Date      Dean of College (if cross listed)      Date

[Signature]      3/25/2008  
 Chair of T/E/C (if teacher prep. program)      Date

**Final Approval:** Submitted by College Dean to Undergraduate Academic Programs Chair and/or Committee on Graduate Studies Chairman (six copies with signature for proposals carrying undergraduate credit only and seven copies with signatures carrying both undergraduate and graduate credit).

[Signature]      4-4-08  
 Chair, Undergraduate Academic Programs Committee      Date      Chair, Committee on Graduate Studies      Date

Vice President for Academic Affairs      Date

# Memorandum

To: TEAC

From: Kent Layton, Dean, College of Education



Re: Early Childhood Program Changes and Newnan ECED Program

Date: March 15, 2008

Colleagues, you have two items on your agenda today that need explanation as they have arrived at TEAC in somewhat of a non-standard way.

The first item, the Early Childhood Program changes, went through Faculty Governance Council originally, but then was stopped by me due to the fact that I did not think the recommended changes were acceptable. Before the changes headed for TEAC, I exercised my responsibility as Dean of the College and asked that one more round of talks be conducted between early childhood representatives and physical education, art, and music representatives. When I met with the early childhood program faculty, they supported, in concept my rationales for minor changes in their program agreed to attach a letter of support of the changes as the program changes headed toward TEAC. They did not think that the minor changes should be resubmitted through Faculty Governance Council since I had stopped the process after Faculty Governance Council's decision. Additionally, the physical education program faculty submitted a letter of support of the minor changes and also indicated that they did think the changes needed to be resubmitted to Faculty Governance Council. Finally, attached to this memorandum, is an email sent to me on behalf of the Department of Art and the Department of Music that share their best efforts in attempting to be part of the minor changes to the early childhood program changes that I suggested as compromise. In the end, these changes have received much attention, discussion, and consideration by all program faculty involved in the changes.

The second item, the Newnan ECED Program, has been in development for quite some time in collaboration Dean Wagner and efforts at the Newnan Center. When this item was presented to Faculty Governance Council, they decided to treat it as an informational item. Their reasoning was that they did not want to become a governing body for every cohort and extension effort the College decided to pursue in the future and that since the program at Newnan was identical to the campus program, it was an information item.

If you have any questions, I'll be glad to answer them at the TEAC meeting.

Appendix A

*University System of Georgia*

**Declaration of Intent to Offer a Degree Program Externally**

Institutions are required to submit this form to the Office of Academic, Faculty, and Student Affairs at the Board of Regents of the University System of Georgia three months prior to announcing the proposed availability of the program. This process applies only to existing Board-approved programs. All new programs must follow the guidelines specified in the Academic Affairs Handbook Section xxx.

A. Institution: University of West Georgia

B. Name of Degree Program: Bachelor of Science in Early Childhood Education  
CIP Code 13.1202

C. Date program was originally approved by Board of Regents: December 13, 1967

D. Does your institution have an Instructional Delivery Plan (IDP) on file with the System Office?

Yes     No

On file in the System office.

If yes, please provide URL <http://www.westga.edu/~distance/data/idp07.html>.

Does the IDP address the programs or changes in program requested in this ITO notification? Yes.

If no, please submit a revised IDP with this form.

E. What term will this program be offered initially? Fall 2008

F. Has this program previously been offered externally?

Off-campus  
 Distance education  
 Combination

G. The following criteria have been met:

The new program fulfills the institution's academic mission.

- The program meets a documented need within the targeted community.
- The program offers a unique curriculum from other similarly offered programs within other USG institutions.

Because of the growing population in Coweta County and the surrounding area, there is a need to offer a 4-year program in Early Childhood Education in this region. Requests for an Early Childhood Education program have come from the Coweta County Schools and concerned citizens. When approved, UWG will be the only USG institution in this geographic area which offers an external undergraduate degree in Early Childhood Education.

#### H Off-Campus Programs

1. Location where this program will be offered? University of West Georgia Newnan Center, Newnan, GA
2. Can a student complete the entire program at this location?  Yes  No  
If no, please explain. \_\_\_\_\_
3. Will students be allowed to mix on-campus courses and externally offered courses in order to complete this program.  
 No, the student must complete the entire program at this site.  
 Yes, students can take courses on or off campus to complete this program.

#### I. Distance Education Programs

Although this program is not designed as a distance education program, it is likely that some courses will be offered through a blended instruction model comparable with other existing M.Ed. programs.

1. Can the student complete the entire program by distance education?  Yes  No  
If no, please explain Core curriculum classes will be offered through e-Core and in person. Upper division classes will be offered at the Newnan Center primarily face-to-face, although there may be online components in some classes.

2. Is the student required to come to a designated location at any time during the term?  Yes  No

If yes, for what purpose and where? Most classes will not be classified as distance education classes. For those which may be offered via distance ed, students will be required to meet in person for orientation and possibly other additional scheduled meetings for pre-scheduled specific purposes.

How many times per term? Approximately 3 -5 times per semester

3. Is the student required to complete the entire program by distance education or can the student use courses completed externally or on-campus to complete this program?

- Yes, the student must complete the entire program by distance education.  
 No, students can take courses on or off campus to complete this program.

J. Will this program require separate admission from those offered on-campus?

Yes  No

If yes, does the program require separate admission in addition to what is required for the on-campus program?  Yes  No

Please describe any additional admission requirements.

---

---

If no, describe how students are process and notified of their admission.

See "Admission" in the Undergraduate Catalog or at <http://www.westga.edu/assets/docs/UG-current.pdf>.

K. Will this program have different fees or tuition rates from those offered on-campus?

Yes  No

Students will not pay the campus activity fee.

L. Contact person for this program.

Name: Dr. Kent Layton Title: Professor and Dean, College of Education

Telephone Number: 678. 839.6570 Email address: klayton@westga.edu

M. Vice President for Academic Affairs

Signature \_\_\_\_\_

Submit this form to:

Vice Chancellor for Academic Affairs  
University System of Georgia  
270 Washington Street, SW  
Atlanta, Georgia 30334

**University of West Georgia**  
**Proposal for External Degree Program Approval**  
**Bachelor of Science in Early Childhood Education (B.S. Ed.)**  
**(University of West Georgia Newnan Center)**

The University of West Georgia (UWG) submits the following proposal to the University System of Georgia Board of Regents requesting approval to offer the Bachelor of Science in Early Childhood Education program at the University of West Georgia Newnan Center.

**Assessment:**

Because of the growing population in Coweta County and the surrounding area, there is a need to offer a four-year program in Early Childhood Education in this region. Requests for such a program have come from Coweta County Schools and from concerned citizens. This program has the potential to attract students from counties such as Troup, Meriwether, and Spalding, which currently are not served by a USG institution.

Previous UWG-Newnan Center collaborations have demonstrated both program and student success. The College of Education currently offers master's degree programs in Early Childhood and Middle Grades Education at the Newnan Center as well as a graduate program in School Administration and Supervision. Additionally, UWG offers selected core curriculum classes and an undergraduate nursing program at the Newnan Center. The UWG/College of Education presence at the Newnan Center is well-established and has created a powerful climate of cooperation between UWG and the citizens of Coweta County and surrounding areas.

The B.S. Ed. program offered at the Newnan Center would be the only such program offered by a University System of Georgia institution in this geographic area.

**Admission Requirements:**

All requirements for admission to the UWG Bachelor of Science in Early Childhood Education program at the Newnan Center will be the same as those for applicants to the program on the Carrollton campus. UWG admission information may be found in the Undergraduate Catalog (<http://www.westga.edu/assets/docs/UG-current.pdf>).

Admission requirements for the Early Childhood Education program include:

1. Completion of core curriculum requirements in Areas A, B, C, D, and E;
2. A minimum GPA of 2.7;
3. Proficiency in oral communication;
4. Satisfactory completion of the Regents' Exam;
5. Satisfactory completion of the GACE Basic Skills test;
6. Satisfactory completion of EDUC 2110, 2120, and 2130 (Area F) with a grade of C or better;
7. Satisfactory completion of the physical education requirement of the College of Education.



**Program Content:**

The B.S. Ed. in Early Childhood Education offered at the Newnan Center will be equivalent to the B.S. Ed. curriculum on the Carrollton campus. The criteria for electives or substitutions for specific requirements will be the same at both locations.

Core Curriculum (60 semester hours – Areas A-F)

A. Essential Skills

ENGL 1101 English Composition I  
ENGL 1102 English Composition II  
MATH 1001 Quantitative Skills & Reasoning  
or 1111 College Algebra

B. Institutional Priorities

COMM 1110 Public Speaking  
XIDS 2001 What Do You Really Know About (Selected Topic?)

C. Humanities/Arts

XIDS 2100 Arts and Ideas  
ENGL 2110 World Literature  
or 2120 British Literature  
or 2130 American Literature

D. Science, Math, Technology

BIOL 1010 Fundamentals of Biology  
GEOL 1121 Introductory Geosciences I: Physical Geology  
CS 1030 Introduction to Computer Concepts

E. Social Sciences

HIST 1111 Survey of World History / Civilization I  
or 1112 Survey of World History / Civilization II  
HIST 2111 United States History I (to 1865)  
or 2112 United States History II (since 1865)  
POLS 1101 State and Local Government  
GEOG 1013 World Geography

F. Program Related Courses

ISCI 2001 Life/Earth Science  
ISCI 2002 Physical Science  
MATH 2008 Foundations of Numbers & Operations  
EDUC 2110 Investigating Critical & Contemporary Issues in Education  
EDUC 2120 Exploring Socio-Cultural Perspectives on Diversity  
EDUC 2130 Exploring Teaching & Learning

G. Physical Education (3 semester hours)

PWLA 1600 Personal Wellness  
PWLA 16-- Activity Course

Professional Education (66 semester hours)

Summer:

MEDT 3402 Integrating Technology into the Classroom

Block I:

CEPD 4101 Educational Psychology  
ECED 3271 Integrat Curric, Instruc, & Classroom Mgt for PreK-5 Classrooms  
ECED 3282 Practicum I  
PHED 4650 PE & Health in Elem  
MATH 3803 Algebra for Teachers  
ECED 3214 Exploratory Activities in Music and the Fine Arts  
READ 3251 Children's Literature

Block II:

MATH 3703 Geometry for Teachers  
ECED 4261 Teaching Content & Process: Social Studies Education  
ECED 4262 Teaching Content & Process: Science Education  
ECED 4263 Teaching Content & Process: Math Education  
ECED 4283 Practicum II  
READ 3262 Teaching Content & Process: Reading Education

Block III:

ECED 4251 Assessment & Correction: Math Education  
ECED 4284 Practicum III  
MATH 4713 Probability & Statistics for Teachers  
READ 3263 Teaching Content & Process: Integrat Literacy Ed and Process Writing  
READ 4251 Assessment & Correction: Reading Education  
SPED 3715 Inclusive Classroom: Differentiating Instruction

Block IV:

ECED 4286 Teaching Internship  
ECED 4289 Internship Seminar

**Student Advising:**

Early Childhood Education undergraduate students at the Newnan Center will be advised following the same process as students on the Carrollton campus. An Early Childhood Education advisor from the Advisement Center in Carrollton could be assigned to work with students.

**Program Management:**

Prospective students will submit their applications (either online or in person) to the Undergraduate Admissions Office on the Carrollton campus. The application and admissions criteria will be reviewed by university personnel in the Admissions and Registrar's Offices. When students apply for admission to Teacher Education, an academic advisor will review their

application to ensure that entrance requirements for the Early Childhood Education program have been met.

Students may register for classes online and may purchase books either in person at the bookstore in Carrollton or via the Bookstore's online ordering process.

**Library Resources:**

Initially, library resources for the Early Childhood Education program will be through online access to databases accessible through GALILEO. Computer access to Ingram Library on the Carrollton campus is also available via computer at the Newnan Center. Support services available for the Newnan Center are listed at [www.westga.edu/~library/depts/offcampus/](http://www.westga.edu/~library/depts/offcampus/). Efforts will be made to establish a collection of professional resources at the Newnan Center similar to the Teaching Materials Center in Carrollton. Local library services for the Early Childhood Education program are provided by the Newnan-Coweta Public Library. The library's collection includes approximately 10,000 volumes.

**Budget:**

The Bachelor of Science in Early Childhood Education program at the Newnan Center will use existing College of Education and College of Arts and Sciences faculty resources on the UWG Carrollton campus. It will, however, require additional faculty lines (3 FTEs) for the Professional Education sequence to adequately staff this program and to continue quality instruction in Carrollton. Additional faculty lines for Arts and Sciences faculty may also be necessary.

**Program Costs Assessed to Students:**

B. S. Ed. students enrolled at the Newnan Center will not be assessed costs beyond those associated with the B. S. Ed. program on the Carrollton campus.

**Accreditation:**

The University of West Georgia College of Education is accredited by The National Council for Accreditation of Teacher Education (NCATE).

**Proposed Program**  
**UNIVERSITY OF WEST GEORGIA**  
**B.S. Ed.**  
**EARLY CHILDHOOD EDUCATION**  
**Plan of Study**

Name: \_\_\_\_\_ Student #: \_\_\_\_\_

CORE CURRICULUM	HRS	GR	TRF/ SUB	PROFESSIONAL	HRS	GR	TRF/ SUB
<b>A. Essential Skills</b>	9			<b>Professional Education *1 *3 *5</b>	66		
1. ENGL 1101 *1	3			<b>Block I</b>	18		
2. ENGL 1102 *1	3			CEPD 4101 Educational Psychology	3		
3. MATH (1001 or 1111) *2	3			ECED 3271 Integ C, I, & CM for PreK-5	3		
<b>B. Institutional Priorities</b>	5			ECED 3282 Practicum I	2		
1. COMM 1110 *1 *6	3			PHED 4650 Health & Physical Act in Elem School	2		
2. Area B Elective	2			MATH 3803 Algebra for Teachers I	3		
<b>C. Humanities/Arts</b>	6			ECED 3214 Explor Act in Music & the Fine Arts	2		
1. XIDS 2100 *6	3			READ 3251 Children's Literature	3		
2. ENGL 2110, 2120, or 2130 *6	3			<b>Block II</b>	17		
<b>D. Science, Math, Technology</b>	10			MATH 3703 Geometry for Teachers	3		
1. BIOL 1010/1010L *6	4			ECED 4261 Tchng C & P: Soc Stud Ed	3		
2. GEOL 1121 *6	3			ECED 4262 Tchng C & P: Science Ed	3		
3. CS 1030 Intro to Computer Concepts	3			ECED 4263 Tchng C & P: Math Ed	3		
<b>E. Social Sciences</b>	12			ECED 4283 Practicum II	2		
1. HIST 1111 or 1112	3			READ 3262 Tchng C & P: Rdg Ed	3		
2. HIST 2111 or 2112	3			<b>Block III</b>	17		
3. POLS 1101	3			ECED 4251 Assess & Corr Math Ed	3		
4. GEOG 1013 *6	3			ECED 4284 Practicum III	2		
<b>F. Program Related Courses *1</b>	18			MATH 4713 Probability and Statistics	3		
1. ISCI 2001 Life / Earth Science	3			READ 3263 Tchng C & P: Integ Literacy Education & Process Writing	3		
2. ISCI 2002 Physical Science	3			READ 4251 Assess & Correction Rdg Ed	3		
3. MATH 2008 Foundations of Numbers & Operations *6	3			SPED 3715 Inclusive Clsrm: Diff Instruc	3		
4. EDUC 2110 Investigating Critical & Contemporary Issues in Ed	3			<b>Block IV *4</b>	12		
5. EDUC 2120 Exploring Socio Cultural Perspectives on Diversity	3			ECED 4286 Teaching Internship	9		
6. EDUC 2130 Exploring Teaching & Learning	3			ECED 4289 Teaching Internship Seminar	3		
<b>Note: Area F restricted to 1000-2000 level</b>				<b>Summer</b>	2		
<b>G. Physical Education</b>	3			MEDT 3402 Integrat Tech into the Classrm	2		
1. PWLA 1600	2						
2. Activity Course	1						
<b>Total Core Curriculum (Areas A-F)</b>	<b>60</b>			<b>Total Professional Education</b>	<b>66</b>		
<b>Physical Education</b>	<b>3</b>			<b>Total (Areas A-G)</b>	<b>63</b>		
<b>Total (Areas A-G)</b>	<b>63</b>			<b>Total Program</b>	<b>129</b>		

**Program Notes:**

- \*1. A grade of C or better is required in courses in these sections (See catalog for English and Math requirements).
- \*2. Recommend MATH 1111 to prepare for GACE Basic Skills Math.
- \*3. Admission to Teacher Education is required before enrolling in Block Courses.
- \*4. Internship application must be submitted by posted deadline.
- \*5. MEDT 3401 may be substituted for MEDT 3402 with advisor's approval.
- \*6. To ensure proper background in required content area, students are strongly advised to complete the following (or equivalence):  
 Area B-1: COMM 1110      Area C-1: XIDS 2100      Area C-2: ENGL 2110, 2120, or 2130      Area D-1: BIOL 1010/1010L  
 Area D-2: GEOL 1121      Area E-4: GEOG 1013      Area F-3: MATH 2008

**Bachelor of Science in Education  
Early Childhood Education**

**Admission to Teacher Education**

Regents Exam: \_\_\_\_\_ Reading \_\_\_\_\_ Writing

GPA upon Admission to Teacher Education: \_\_\_\_\_

Application for Admission to Teacher Education: \_\_\_\_\_

Agreement of Understanding Form: \_\_\_\_\_

GACE Basic Skills			SAT		ACT		GRE	
Reading	Math	Writing	Verbal	Math	English	Math	Verbal	Quant

**Field Experience/Internship**

Block I \_\_\_\_\_

Block II \_\_\_\_\_

Block III \_\_\_\_\_

Block IV \_\_\_\_\_

**Graduation**

Completed Core Requirements \_\_\_\_\_

Completed Major Requirements \_\_\_\_\_

Seventy-five Hour Evaluation \_\_\_\_\_

Student Signature: \_\_\_\_\_

Subsequent advising sessions and gpa updates:

Advisor Signature: \_\_\_\_\_

GPA: \_\_\_\_\_ (Date: \_\_\_\_\_)      GPA: \_\_\_\_\_ (Date: \_\_\_\_\_)

Date: \_\_\_\_\_

GPA: \_\_\_\_\_ (Date: \_\_\_\_\_)      GPA: \_\_\_\_\_ (Date: \_\_\_\_\_)

GPA: \_\_\_\_\_ (Date: \_\_\_\_\_)      GPA: \_\_\_\_\_ (Date: \_\_\_\_\_)

