Master of Arts Adult and Community Education-ACE-PrgRsv-2017-02-13

- The workflow icon is no longer available. Please click on the Page Status after the orange circle icon near the page title. *

Form Information

The page you originally access is the global template version. To access the template document that progresses through the workflow, please complete the following steps:

First Step: <u>**ONLY**</u> change the text in the [brackets] so it looks like this: **Bachelors in Criminology Pre-Law-PrgRsv-2015-08-10**

- *<u>If DUAL LISTED list BOTH courses in the page title</u>*

Second Step: Click **"SAVE"** on bottom right

- *<u>DO NOT TYPE ANYTHING INTO THE FIRST PAGE OTHER THAN THE TEXT IN BRACKETS</u>*
- *<u>Please be sure to remove the Brackets while renaming the page</u>*

Third Step: Make sure the word *<u>DRAFT</u>* is in yellow at the top of the proposal

Fourth Step: Click on "<u>**EDIT CONTENTS**</u> "(not EDIT) and start completing the template. When exiting or when done, click **"SAVE"** on bottom right

When ready to submit click on the workflow icon and hit approve. It will then move to the chair as the next step in the workflow.
*Indicates a required field

Proposer*	Gary Dean	**Proposer Email***	gjdean@iup.edu
Contact Person*	Gary Dean	**Contact Email***	gjdean@iup.edu
Proposing Department/Unit*	Adult and Community Education	**Contact Phone***	7-2470

Program Revision Options (Check all that apply)
Program Revision
*Teacher Education: Please complete the Teacher   Education section of this form (below)
*Liberal Studies: Please complete the Liberal Studies   section of this form (below)

Course Level:*	graduate-level

Rationale for Proposed Changes	
(A) Why is the program being revised?*	Two changes to the MA in Adult and Community Education are being proposed:

1) It is proposed that prospective students be required to submit a resume as a document for admissions to the program. A resume has always been part of the application requirements, but we were informed by Admissions that this practice needs to be formalized. This proposal is intended to formalize the resume requirement for admissions.

2) It is proposed that the thesis requirement be increased from three to six credits for students electing the thesis option. The rationale for this change is to recognize the amount of work required for a thesis and to encourage students to take the thesis option. This change will result in thesis option students taking six credit hours of ACE 795 (Thesis) and no electives to meet the minimum graduation requirements. Students will complete all other course requirements the same as non-thesis option students, with the exception of the portfolio which is not required for thesis option students. The total number of credit hours required for graduation (36) will not change. |

(B) Identify <u>ALL Program</u> Student Learning Outcomes **(SLO). Identify any SLOs that have be changed** **in response to the Program Revision .***	The current and proposed changes to the student learning outcomes for the ACE program are listed below. **Current Student Learning Outcomes**: Professional preparation for students in adult and community education is realized through helping them develop: 1. A specialized knowledge of the literature, research, and theories in adult and community education. 2. A broad knowledge of the literature, research and theories in supporting disciplines. 3. Specific skills to enhance performance as an adult and community educator. 4. The ability to reflect critically on and learn from one's professional and personal practices as an adult and community educator. 5. The ability to guide practice based on theory and to modify theories based on practical experience. 6. The ability to communicate effectively both in writing and verbally. 7. The ability to understand, conceptualize, and conduct research in adult and community education. 8. A commitment to support the growth of adult and community education as fields of inquiry and practice. 9. A commitment to continued professional development in adult and community education. 10. A commitment to use the knowledge and skills learned in the program to improve the quality of life at work, in the community, and in society. **Proposed Student Learning Outcomes**: Professional preparation for students in Master of Arts in Adult and Community Education is realized through students: 1. Synthesizing and applying the literature, research, and theories in adult and community education to their professional practice. 2. Applying the literature, research and theories in supporting disciplines to their professional practice. 3. Developing specific skills to enhance performance as an adult and community educator. 4. Critically reflecting on and learning from one's professional experiences as adult and community educators. 5. Demonstrating effective written and verbal communication skills. 6. Conducting research in adult and community education. 7. Supporting the growth of adult and community education as fields of inquiry and practice. 8. Engaging in continued professional development in adult and community education. 9. Committing to using the knowledge and skills learned in the program to improve the quality of life at work, in the community, and in society.
(C) Implications of the change on the program, other **programs and the Students:***	1) There are no implications of the proposed program changes for other programs. 2) There are no implications for current students. It is proposed that the changes take effect Fall 2017 semester. There are no students currently enrolled in thesis, so no current students are affected. Students have been required to submit a resume for admissions in the past so this requirement does not change. 3) There are no implications for the program. The resume requirement remains the same and the total number of credits required for graduation do not change as a result of this proposal.

Program Information	
(D) Current Program Title*	Master of Arts in Adult and Community Education
Proposed Program Title *(if changing)*	

(E) Current Narrative Catalog Description	UG Course Catalog: http://www.iup.edu/registrar/catalog/
	Grad Course Catalog:http://www.iup.edu/graduatestudies/catalog/
If copying pasting from current catalog entry, please paste into Word or Notepad first to eliminate potential issues with formatting or special characters in the text.	
Proposed Narrative Catalog Description *(if changing)*	

(F) Current and Proposed Program Requirements	Attach a Word document showing a side-by-side comparison of the current and proposed program requirements. Please clearly label the attachment as Program Requirements.

File	Modified
Microsoft Word Document Program Requirements--ACE.docx	Feb 15, 2017 by gjdean

(G) Supporting Documents*	Are you making a major change?
	NO
	If making a major change, please attach a document with a summary of any/all changes. Please clearly label the attachment as Supporting Documentation.

File	Modified
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Liberal Studies Section

- Complete this section only for a new Liberal Studies course or Liberal Studies course revision

If Completing this Section, Check the Box to the Right:	**NOTE: you must check this box if the Course/Program has previously been approved for Liberal Studies**

Liberal Studies Course Designations (Check all that apply)	
Learning Skills:	
Knowledge Area:	
Liberal Studies Elective	*Please mark the designation(s) that apply - must meet at least one*

Expected Undergraduate Student **Learning Outcomes** **(EUSLOs)**	*Describe how each Student Learning Outcome in the course enables students to become Informed Learners, Empowered Learners and/or Responsible Learners* *See http://www.iup.edu/WorkArea/DownloadAsset.aspx?id=181694*
Description of the Required **Content for this Category**	*Narrative on how the course will address the Selected Category Content*
All Liberal Studies courses are required to include perspectives on cultures and have a supplemental reading. **Please answer the following questions.**	
Liberal Studies courses must include **the perspectives and contributions** **of ethnic and racial minorities and** **of women whenever appropriate to** **the subject matter. Please explain** **how this course will meet this** **criterion.**	
Liberal Studies courses require the **reading and use by students of at** **least one non-textbook work of** **fiction or non-fiction or a collection** **of related articles. Please describe** **how your course will meet this** **criterion.**	

Teacher Education Section

- Complete this section only for a new Teacher Education course or Teacher Education course revision

If Completing this Section, **Check the Box to the Right:**	**NOTE: you must check this box if the Course/Program has previously been approved for Teacher Education related items**
Course Designations:	
Key Assessments	

	For both new and revised courses, please attach (see the program education coordinator):
	- The Overall Program Assessment Matrix - The Key Assessment Guidelines - The Key Assessment Rubric
	File **Modified**
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	• Drag and drop to upload or browse for files
Narrative Description of the **Required Content**	*How the proposal relates to the Education Major*

Please scroll to the top and click the Page Status if you are ready to take action on the workflow.
Please submit an ihelp if you have any questions http://ihelp.iup.edu