

LSC Use Only No:	LSC Action-Date:	UWUCC USE Only No.	UWUCC Action-Date:	Senate Action Date:
		10-30a.	App-10/19/10	App 11/2/10

Curriculum Proposal Cover Sheet - University-Wide Undergraduate Curriculum Committee

Contact Person Karen Rivosecchi	Email Address krivosec@iup.edu
Proposing Department/Unit Center for Career and Technical Personnel Preparation	Phone 724 357 6493

Check all appropriate lines and complete information as requested. Use a separate cover sheet for each course proposal and for each program proposal.

1. Course Proposals (check all that apply)	
<input type="checkbox"/> New Course	<input type="checkbox"/> Course Prefix Change
<input type="checkbox"/> Course Revision	<input type="checkbox"/> Course Number and/or Title Change
<input type="checkbox"/> Course Deletion	<input type="checkbox"/> Catalog Description Change

<i>Current Course prefix, number and full title</i>	<i>Proposed course prefix, number and full title, if changing</i>
2. Additional Course Designations: check if appropriate	
<input checked="" type="checkbox"/> This course is also proposed as a Liberal Studies Course.	<input type="checkbox"/> Other: (e.g., Women's Studies, Pan-African)
<input type="checkbox"/> This course is also proposed as an Honors College Course.	
3. Program Proposals	
<input type="checkbox"/> New Degree Program	<input type="checkbox"/> Program Title Change
<input type="checkbox"/> New Minor Program	<input type="checkbox"/> New Track
<input type="checkbox"/> Catalog Description Change	<input checked="" type="checkbox"/> Program Revision
<input type="checkbox"/> Other	

<i>Current program name</i>	<i>Proposed program name, if changing</i>
4. Approvals	
	Date
Department Curriculum Committee Chair(s)	Julie Boyle 3/4/10
Department Chair(s)	Karen Rivosecchi 3/4/10
College Curriculum Committee Chair	Joseph Demarachi TECC 4-27-10
College Dean	Mary Ann Rafferty TECC 4-27-10
Director of Liberal Studies *	D. N. Pivale 9-22-10
Director of Honors College *	
Provost *	David Stevenson (m) 8/15/10
Additional signatures as appropriate: (include title)	
UWUCC Co-Chairs	Gail Sedquist 10/19/10

* where applicable

Received

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SEP 21 2010

MAY 4 2010

Liberal Studies Liberal Studies

Part I. Curriculum Proposal Cover Sheet (Interactive PDF Form)

Part II. Description of Curriculum Change

1. Catalog description for the revised program in the appropriate form. This includes both the description about the program and the list of courses and credits for the revised program.

Catalog Description:

The Vocational-Technical Professional Studies program offers undergraduate curricula that prepare in-service teachers for vocational-technical education. Programs may lead to either a Bachelor of Science in Education degree with certification or to professional certification only. Program graduates have a broad range of employment opportunities as teachers/trainers in secondary schools, vocational-technical schools, postsecondary schools, and business and industry.

Certification to teach vocational-technical education in the commonwealth's secondary schools is issued to individuals who meet statutory requirements, demonstrate occupational/technical proficiency on a nationally standardized occupational competency examination, and complete 78 credits of the Pennsylvania Department of Education's approved university program.

List of Bachelor of Science in Education—Vocational-Technical Education

Liberal Studies: As outlined in Liberal Studies section with the following specifications: **47-50**

Mathematics: MATH 151, 152

Social Science: PSY 101

Liberal Studies Elective: one course from list, no course with VOED prefix

College: **14**

Professional Education Sequence:

COMM 103 Digital Instructional Technology	3 cr
EDEX 301 Education Students w/Disabilities	2 cr
EDEX 323 Instr of English Lang Learners/SN	2 cr
EDEX 458 Transition for Youth w/Disabilities	3 cr
EDSP 102 Educational Psychology	3 cr
EDUC 442 School Law	1 cr

Major:

Required Courses: **28**

VOED 101 Intro to Career & Technical Ed	1 cr
VOED 102 Instructional Planning CTE Clsroom	2 cr
VOED 103 Strategies for Teaching CTE	3 cr
VOED 201 Making Accommodations for Students w/Special Needs in CTE Classroom	1 cr
VOED 202 Industry Linkages for CTE Prog	3 cr
VOED 203 Incorporating Reading & Comm. in the CTE Classroom	3 cr

VOED 301 Integrating Math & Science in CTE Education	3 cr	
VOED 302 Career Ed in CTE Classroom	3 cr	
VOED 403 Assessment & Evaluation in CTE	3 cr	
VOED 404 Research in Career & Technical Ed	3 cr	
VOED 405 Professional Seminar in CTE	3 cr	
Controlled Electives: (as advised)		3–9
MGMT 275; CNSV 101; VOED 402		
Other Requirements:		24
VOED 450 Technical Preparation of the Vocational Professional		
Total Degree Requirements:		120

2. Summary of changes:

Changes to the degree in Vocational Education reflect changes submitted for department's vocational teacher certification program in a companion proposal. These changes included an increase in credits for PDE vocational instructional teacher certification from 60 to 78 credits, documented credits/hours for instruction in accommodations and adaptations for diverse learners in an inclusive setting and in teaching English language learners in an approved program in the appropriate field of vocational education.

Coursework that included 15 credits of VOED 100 Preparation of the Vocational Professional I and 15 credits of VOED 400 Preparation of the Vocational Professional II as repeatable topics were replaced with individual course titles. Also, two credits of VOED 100 were replaced with 2 credits of EDEX 301 Education of Students with Disabilities in Inclusive Secondary Settings. Additional minor changes to the degree include the elimination of free electives. Existing courses of VOED 100 and VOED 400 will continue until current student population needing these courses has completed their certification requirements.

a) Table comparing old and new programs

Current Program

**Bachelor of Science in Education–
Vocational-Technical Education**

Liberal Studies: As outlined in Liberal Studies section with the following specifications: **51 cr**

Mathematics: 3cr, MATH 101 or higher MATH course
Social Science: PSYC 101

Liberal Studies Electives: 6cr, no course with VOED prefix

College: **6 cr**
Professional Educational Sequence:
COMM 103 Digital Instructional Technology *or*
FDED 102 American Education Theory & Practice 3cr
EDSP 102 Educational Psychology 3cr

Major: **30 cr**
Required Courses:
VOED 100 Prep. of the Vocational Professional I 15cr
VOED 400 Prep. of the Vocational Professional II 15cr

Other Requirements: **27 cr**
Vocational-Technical:
ENGL 310 Public Speaking 3cr
VOED 450 Technical Prep of the Voc Professional 24cr

Free Electives: **6 cr**

Total Degree Requirements: **120 cr**

Proposed Program

Bachelor of Science in Education- Vocational-Technical Education

Liberal Studies: As outlined in Liberal Studies section with following specifications: **47-50 cr**

Mathematics: 6 cr, MATH 151, MATH 152
Social Science: PSYC 101
Liberal Studies Elective: 3 cr, no course with VOED prefix

College: **14 cr**
Professional Educational Sequence:
COMM 103 Digital Instructional Tech 3 cr
EDEX 301 Education Students w/Disabilities 2 cr
EDEX 323 Instr of English Lang Learners/SN 2 cr
EDEX 458 Transition for Youth w/Disabilities 3 cr
EDSP 102 Educational Psychology 3 cr
EDUC 442 School Law 1 cr

Major: **28 cr**
Required Courses:
VOED 101 Intro to Career & Technical Ed 1 cr
VOED 102 Instruc. Plan. in CTE Clsroom 2 cr
VOED 103 Strategies for Teaching CTE 3 cr
VOED 201 Making Accommodations for Students w/Special Needs/CTE 1 cr
VOED 202 Industry Linkages for CTE Prog 3 cr
VOED 203 Incorporating Reading & Com in CTE Classroom 3 cr
VOED 301 Integrating Math & Science in CTE Education 3 cr
VOED 302 Career Ed in CTE Classroom 3 cr
VOED 403 Assessment & Evaluation in CTE 3 cr
VOED 404 Research in Career & Tech Ed 3 cr
VOED 405 Professional Seminar in CTE 3 cr

Other Requirements: **24 cr**
Vocational-Technical:
VOED 450 Technical Prep of the Voc Prof 24 cr

Controlled Elective: **3 - 6 cr**
MGMT 275 Intro to Entrepreneurship *or* 3cr
CNSV 101 Personal & Family Manage *or* 3cr
VOED 402 ST: Vocational Pedagog. Prep. 3 cr

Total Degree Requirements: **120 cr**

b) List of all associated course changes (new or revised courses, number, title, or description changes, and deletions)

New Courses:

VOED 101 Intro to Career & Technical Ed	1 cr
VOED 102 Instructional Planning CTE Clsroom	2 cr
VOED 103 Strategies for Teaching CTE	3 cr
VOED 201 Making Accommodations for Students w/SN in CTE Classroom	1 cr
VOED 202 Industry Linkages for CT Prog	3 cr
VOED 203 Incorp Reading & Comm in CTE Classroom	3 cr
VOED 301 Integrating Math & Science in CTE Education	3 cr
VOED 302 Career Ed in CTE Classroom	3 cr
VOED 403 Assessment & Evaluation in CTE	3 cr
VOED 404 Research in Career & Technical Ed	3 cr
VOED 405 Professional Seminar in CTE	3 cr

c) Rationale for Change.

The Pennsylvania Department of Education has revised certification requirements for candidates seeking vocational instructional teacher certification effective January 1, 2013. These changes include an increase in credit requirements from 60 to 78 credits, including 9 credits or 270 hours, or equivalent combination thereof, regarding accommodations and adaptations for diverse learners in an inclusive setting, and at least 3 credits or 90 hours, or an equivalent combination thereof, in teaching English language learners, in an approved program in the appropriate field of vocational education.

The change in degree program must reflect the changes to the certification program

Part III. Implementation. Provide answers to the following questions:

1. How will the proposed revision affect students already in the existing program?

Those students that apply for initial certification (vocational instructional I certificate) after December 31, 2012 must meet the new credit requirements.

2. Are faculty resources adequate? If you are not requesting or have not been authorized to hire additional faculty, demonstrate how this course will fit into the schedule(s) of current faculty.

Current faculty resources are adequate. All department courses are field-based as per guidelines and funding requirements from the Pennsylvania Department of Education Bureau of Career and Technical Education. In field-based instruction, faculty must individualize instruction for the teacher intern's career and technical classroom. As such, each course is taught either in individualized instruction or in small group instruction

delivered regionally throughout the service area for IUP. For over 30 years, IUP has been the authorized institution for career and technical teacher preparation in the western portion of the state. This service area currently includes 20 counties in western Pennsylvania. Faculty field schedules will remain the same – primarily the course numbers will change.

3. Are other resources adequate? (Space, equipment, supplies, travel funds)

Other resources are adequate – all program funding is provided by the Pennsylvania Department of Education Bureau of Career and Technical Education.

4. Do you expect an increase or decrease in the number of students as a result of these revisions? If so, how will the department adjust?

Neither an increase nor decrease in the number of students is expected.

Part IV. Periodic Assessment

Departments are responsible for an on-going review of curriculum. Include information about the department's plan for program evaluation:

1. Describe the evaluation plan. Include evaluation criteria. Specify how student input will be incorporated into the evaluation process.

The program and curriculum are evaluated through the NCATE-PDE evaluation cycle. Additionally student input is gathered annually in the spring semester. Students completing department coursework requirements for certification are invited to participate in a student advisory meeting. Feedback is considered and as appropriate curriculum refinements are made.

2. Specify the frequency of the evaluations.

Every 5 years - National Council for the Accreditation of Teacher Education

Annually – PDE/BCTE

3. Identify the evaluating entity.

National Council for the Accreditation of Teacher Education

Pennsylvania Department of Education, Pennsylvania Department of Education – Bureau of Career and Technical Education

Part V. Course Proposals

Course proposals for any new courses added, revised, or deleted as a result of this program revision. A course analysis questionnaire and syllabus must be included for each course.

See attached proposal.

Part VI. Letters of Support or Acknowledgement

Sign-off letters from interested or affected departments including a letter from the Liberal Studies Committee, if appropriate.

Letters of Support from the following IUP Departments: Management, Human Development and Environmental Studies, and Special Education and Clinical Services are included below:

-----Original Message-----

From: Ramesh G Soni [<mailto:rgsoni@iup.edu>]
Sent: Wednesday, February 24, 2010 8:40 PM
To: Karen Rivosecchi
Cc: joette.wisnieski@iup.edu; Julie Boyd; Dottie Debow; Marlene Dolecki; Geralyn Clevenger
Subject: Re: MGMT 275

It is great to hear from you Karen. I concur with Joette and do not see any problem with your proposal to include MGMT 275 in your program; we would support your program.

Best wishes,

Ramesh

On Wed, 24 Feb 2010 13:56:04 -0500

"Karen Rivosecchi" <krivosecchi@solaris.voced.iup.edu> wrote:
> Ramesh,
>
>
>
> Our department, Center for Career and Technical Personnel
>Preparation,
> is in the process of preparing a curriculum revision proposal to
>comply
> with Pennsylvania Department of Education certification new
>requirements
> for vocational teacher certification in Pennsylvania. The new
> requirements will require 78 credits for certification; the existing
> requirements include only 60 credits. Other than including new
>credit
> hours/content for making accommodations for students with special
>needs
> and English Language Learners as all teacher certification program

>are
> required, there were not stipulations on specific courses for the
> remaining credits.
>
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>
> In our revision, we would like to include 3 credits of controlled
>electives from which a student could choose from among three courses.
>I would like to include MGMT 275 Introduction to Entrepreneurship as
>one
> of those courses. I already talked with Joette Wisniewski about the
> course content and how I see the relevance for our students. As
>career
> and technical teachers they are expected to integrate the
>Pennsylvania
> Career Education and Work (CEW) Academic Standards in their
>curriculum.
> One section of those standards deals with entrepreneurship. I feel
>the
> Introduction to Entrepreneurship would give these teacher interns an
> excellent introduction to enable them to more effectively address
>this
> topic in their classroom. I attached the entrepreneurship section
>of
> the PDE CEW Standards for your information.
>
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>
> I do not expect that there would be more than 5 or 6 students
>enrolling
> in the course per semester/summer session. Since our students are
>adult
> learners that have full time teaching positions throughout western
> Pennsylvania and are not on campus, they would most likely be
>enrolling
> in online sections. When I spoke with Joette about this possibility
>she
> did not see a problem with it.
>
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>
> I am seeking your approval to include this course in our controlled
>electives and I thank you in advance for your consideration. Please
>let me know if you need further information or clarification.
>
>
>
> Karen Rivosecchi
>
> IUP Center for Career and Technical Personnel Preparation
> > Reschini House
> > 1110 Maple Street
> > Indiana, PA 15705
> > 724 357 6493
>

-----Original Message-----

From: Mary Swinker [mailto:swinker@iup.edu]
Sent: Thursday, February 25, 2010 9:46 AM
To: Karen Rivosecchi
Cc: Sally M McCombie
Subject: Re: CNSV 101

Karen,

I am very happy to hear you would like to add CNSV 101 as one of your controlled electives to your vocational teacher certification requirements. It is a wonderful practical course that is appropriate for all students. We offer several sections in online and podium format. So there should not be any enrollment problems for your students.

If you need any other information from me please let me know.

Mary

Mary E. Swinker, Ph.D.
Indiana University of Pennsylvania
Human Development & Environmental Studies
207 Ackerman Hall
911 South Drive
Indiana, PA 15705
(724) 357-2336
swinker@iup.edu

----- Original Message -----

From: [Karen Rivosecchi](mailto:Karen.Rivosecchi@iup.edu)
To: Mary.Swinker@iup.edu
Cc: [Sally M McCombie](mailto:Sally.McCombie@iup.edu) ; [Dottie Debow](mailto:Dottie.Debow@iup.edu) ; [Geraldyn Clevenger](mailto:Geraldyn.Clevenger@iup.edu) ; [Julie Boyd](mailto:Julie.Boyd@iup.edu) ; [Marlene Dolecki](mailto:Marlene.Dolecki@iup.edu)
Sent: Wednesday, February 24, 2010 3:57 PM
Subject: CNSV 101

Hi Mary,

Our department, Center for Career and Technical Personnel Preparation, is in the process of preparing a curriculum revision proposal to comply with Pennsylvania Department of Education certification new requirements for vocational teacher certification in Pennsylvania. The new requirements will require 78 credits for certification; the existing requirements include only 60 credits. Other than including new credit hours/content for making accommodations for students with special needs and English Language Learners as all teacher certification program are required, there were not stipulations on specific courses for the remaining credits.

In our revision, we would like to include 3 credits of controlled electives from which a student could choose from among three courses. I would like to include CNSV 101 Personal and Family Management as one of those courses. I already talked with Sally McCombie about the course content and how I see the relevance for our students. As career and technical teachers they are expected to integrate the Pennsylvania Career Education and Work (CEW) Academic Standards as well as personal and professional development competencies in their curriculum. A few of our students have taken CNSV 101 as a Liberal Studies Elective and have discussed with me the

benefits they gained from the course and the applications they have been able to make in their career and technical classroom with secondary students.

I do not expect that there would be more than 5 or 6 students enrolling in the course per semester/summer session. Since our students are adult learners that have full time teaching positions throughout western Pennsylvania and are not on campus, they would most likely be enrolling in online sections. I did speak with Sally about the course and I believe she would be supportive of our including it.

I am seeking your approval to include this course in our controlled electives and I thank you in advance for your consideration. Please let me know if you need further information or clarification.

Karen Rivosecchi
IUP Center for Career and Technical Personnel Preparation
Reschini House
1110 Maple Street
Indiana, PA 15705
724 357 6493

-----Original Message-----

From: Joseph W. Domaracki ,Ph.D. [mailto:jwdomara@iup.edu]
Sent: Monday, March 01, 2010 11:44 AM
To: Karen Rivosecchi
Cc: Dottie Debow; Geralyn Clevenger; Julie Boyd; Marlene Dolecki
Subject: Re: voced curriculum revisions

Karen,

I have reviewed the proposal letter you sent outlining the Center for Career and Technical Personnel Preparation's plan to include EDEX 301 Education of Children with Disabilities in Inclusive Secondary Settings, EDEX 323 Education of English Language Learners with Special Needs and EDEX 458 Transition for Youth with Disabilities in your curriculum to help meet PDE requirements for Special Education and English Language Learners.

I support the Center for Career and Technical Personnel Preparation's plan to include these three EDEX courses in your curriculum and will work with you to schedule the necessary courses as appropriate to meet the needs of your program.

Joe Domaracki
Department Chairperson

Karen Rivosecchi wrote:

Joe,

Our department, Center for Career and Technical Personnel Preparation, is in the process of preparing a curriculum revision proposal to comply with Pennsylvania Department of Education certification new requirements for vocational teacher certification in Pennsylvania. The new requirements will require 78 credits for certification an increase over the existing 60 credits requirement and the inclusion of appropriate

credit hours/content for making accommodations for students with special needs and English Language Learners as all teacher certification programs are required.

In our revision, we would like to include the following:

EDEX 301 (Education of Children with Disabilities in Inclusive Secondary Settings) – Online course offered in fall and spring semesters for students earning credits towards their vocational instructional I certificate

EDEX 323 (Education of English Language Learners with Special Needs) – Online course offered once per academic year for students earning credits towards their vocational instructional II certificate

EDEX 458 (Transition for Youth with Disabilities) – Online course offered once per academic year for students earning credits towards their vocational instructional II certificate

As per our discussions the need for online sections is due to the nature of our student enrollment (full time career and technical teachers in schools throughout western Pennsylvania). I believe the above referenced courses will enable our intern teachers to more effectively meet the needs of their student population and fulfill new Pennsylvania Department of Education certification requirements.

I am seeking your approval to include these courses as outlined above in our curriculum revisions and I thank you in advance for your consideration. Please let me know if you need further information or clarification.

Karen Rivosecchi
IUP Center for Career and Technical Personnel Preparation
Reschini House
1110 Maple Street
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