Program Change Request

New Program Proposal

Date Submitted: 08/30/16 12:02 pm

Viewing: **ETECGC : K-12 Online Teaching Graduate Certificate**

Last edit: 09/09/16 8:25 am

Changes proposed by: cmurphy

In Workflow

1. **EDUC Dean Initial**
2. **GRAD Dean Initial**
3. **Provost Initial**
4. **Director of Program Assessment and Review**
5. **Registrar Initial**
6. **Institutional Research**
7. **CIED Chair**
8. **EDUC Curriculum Committee**
9. **EDUC Faculty**
10. **EDUC Dean**
11. **Global Campus**
12. **Provost Review**
13. **University Course and Program Committee**
14. Graduate Committee
15. Faculty Senate
16. Provost Final
17. Provost's Office--Documentation sent to System Office
18. Higher Learning Commission
19. Board of Trustees
20. ADHE Final
21. Provost's Office--Notification of Approval
22. Registrar Final
23. Catalog Editor Final

Approval Path

1. 08/31/16 3:09 pm jpenner: Approved for EDUC Dean Initial
2. 08/31/16 3:57 pm pkoski: Approved for GRAD Dean Initial
3. 09/06/16 4:05 pm tmartin: Approved for Provost Initial
4. 09/08/16 9:31 am agriffin: Approved for Director of Program Assessment and Review
5. 09/08/16 6:14 pm lkulcza: Approved for Registrar Initial
6. 09/09/16 8:25 am ggunderm: Approved for Institutional Research
7. 09/09/16 9:16 am mkd03: Approved for CIED Chair
8. 09/09/16 12:31 pm jpenner: Approved for EDUC Curriculum Committee
9. 09/09/16 12:36 pm jpenner: Approved for EDUC Faculty
10. 09/09/16 12:36 pm jpenner: Approved for EDUC Dean
11. 09/09/16 2:00 pm pritchey: Approved for Global Campus
12. 09/09/16 2:14 pm tmartin: Approved for Provost Review

Submitter:

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Academic Level	Graduate
Select a reason for this new program:	Adding New Graduate Certificate (12-21 semester hours)--(LON 10)
Program Status	Active
Academic Unit	Certificate
Effective Catalog Year	Fall 2017
College, School, Division	College of Education and Health Professions (EDUC)
Department Code	Department of Curriculum and Instruction (CIED)
Program Code	ETECGC
Degree	Graduate Certificate
CIP Code	13.0501 - Educational/Instructional Technology.
Program Title	K-12 Online Teaching Graduate Certificate
Method of Delivery	On-line/Web-based

On-line/Web-based Information

Reason for offering Web-based Program:	This proposal is asking for the creation of a graduate certificate in K-12 online teaching. Teaching online can be very different than in a brick and mortar classroom. The online setting requires the teacher to use new forms of communication, engagement, and assessment. An online teacher must also manage and engage students virtually and be more of an instructional designer and interaction facilitator. Unfortunately, current teacher preparation programs often include only a single course concerning the integration of technology in a brick and mortar classroom. Accordingly, few educators, administrators, policy makers, or parents are aware that most teachers are entering online classrooms with little or no knowledge of how to successfully teach in these settings. This graduate certificate program will prepare K-12 teachers to adapt to an online setting, and the web-based delivery will serve to model best practices and allow teachers to experience the online environment first-hand while simultaneously learning about effective online teaching methods. Not only will this permit busy working professionals from around the state to enroll in this academic program, it will also give them experiences in an online instructional environment that will directly support the student learning outcomes for this certificate program.

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Maximum Class Size for Web-based Courses:	
Web-based Delivery Method:	Online
Web-based Interaction Method:	E-mail
Percentage Online:	100%
On Campus Component:	No
Provide a List of Services Supplied by Consortia Partners or Outsourced Organization:	The online certificate program will take full advantage of the supports provided by the Global Campus which includes faculty/instructional support, course management system provision and oversight, student technical support, and student academic support. The program will also use existing services provided for distant learners by the library and campus bookstore. Because of the strong supports for online programs that are already in place no new supports or services will be required.
Estimate Costs of the Program over the First 3 Years:	4,000 for new course development and the cost of adjunct instructors in later years to cover rapid program growth.
List Courses Taught by Adjunct Faculty:	
Uploaded MoU Forms:	
Is this program interdisciplinary or use courses from another College?	No
What are the total hours needed to complete the program?	15

Program Requirements, Description and 8-Semester Plan

The Graduate Certificate in K-12 Online Teaching is a 15-hour online program aimed at expanding licensed K-12 teachers' classroom expertise to include knowledge of curriculum models, instructional methods, assessment techniques, technologies, and best practices used in fully online K-12 teaching environments. The program will also prepare current K-12 teachers to plan for, create, provide, and assess effective instruction within online K-12 environments.

Admission Requirements for the Graduate Certificate:

Applicants must meet University requirements for admission to the Graduate School as a non-degree seeking, but certificate seeking student as well as application requirements of the Educational Technology graduate program which includes:

- A completed bachelor's degree at an accredited institution
- An earned 3.00 GPA on the last 60 hours of undergraduate course work
- A completed Application for Admission to the Certificate Program in K-12 Online Teaching, which is available on the Educational Technology admissions web page

Certificate Course Requirements (15 hrs):

ETEC 5213 Introduction to Educational Media (Sp, Su, Fa)

ETEC 5303 Learning with Computers in K-12 Classrooms (Irregular)

CIED 5623 The School Curriculum (Sp, Su, Fa)

ETEC 6253 Distance Learning (Irregular)

CIED 5363 Methods and Assessment in K-12 Online Teaching

Courses from other institutions or academic programs may not be substituted for the required courses. Candidates for the Graduate Certificate must have a 3.0 or better at the conclusion of all course work to successfully complete the certificate requirements.

Program Costs	One new online course must be developed, which involves a $4,000 course development fee which is budgeted within Global Campus. New recruitment materials may also be required, and that is also budgeted within Global Campus. Because the courses within the proposed certificate program are already taught in-load for Educational Technology faculty, additional instructional costs will only arise if student enrollments increase beyond current class size capacities.
Library Resources	Because all but one of the courses within this proposed certificate program are already offered by the Educational Technology program, very few if any new library resources will be required.

Instructional Facilities	Online using Bb.
Faculty Resources	Existing faculty within the Educational Technology and Curriculum and Instruction graduate programs already teach the courses offered within the proposed certificate and will continue to do so, requiring no new faculty resources for program start-up.
Are Similar Programs available in the area?	No
List Existing Certificate or Degree Programs that Support the Proposed Program:	The Educational Technology M.Ed. program and the Curriculum and Instruction graduate programs offer the five courses that will be required for the new certificate.
Estimated Student Demand for Program:	Based on statewide data and feedback from educational leaders of online K-12 programs we believe that a graduate enrollment of 15-20 students per year in the program is a conservative estimate, with actual numbers likely to be higher.
Scheduled Program Review Date:	2024/2025
Program Goals and Objectives:	The goals of the K-12 Online Teaching graduate certificate program are to: 1. Expand licensed K-12 teachers' classroom expertise to include knowledge of curriculum models, instructional methods, assessment techniques, technologies, and best practices used in fully online K-12 teaching environments. 2. Prepare current K-12 teachers to plan for, create, provide, and assess effective instruction within online K-12 environments.
Learning Outcomes:	At the conclusion of this graduate certificate program the students will be able to: 1. Evaluate curriculum methods and models for use in online K-12 instruction; 2. Align online course and program outcomes to state and national K-12 standards; 3. Develop policies and procedures to assist online K-12 learners throughout the learning process; 4. Generate effective instructional materials for use in an online K-12 environment; 5. Model best teaching practices for online K-12 classrooms; 6. Design online classroom activities that adhere to research and best practices in online teaching and learning; 7. Choose and utilize multiple technologies to support online K-12 instruction; and

8. Demonstrate use of effective strategies for assessment and evaluation within online K-12 environments.

Description and justification of the request:	This graduate certificate program is not a K-12 professional licensure or certification program. Rather, this proposal is asking for the creation of a graduate certificate in K-12 online teaching. Based on an internet search, there are currently only five such programs in the United States, and none in the state of Arkansas to serve AR K-12 teachers. As further justification for the need of this program, the state of Arkansas currently boasts approximately 50,000 student online course enrollments in Virtual Arkansas and Arkansas Virtual Academy (ARVA). There are 1800 full time students enrolled in ARVA online courses and 16,500 part timers in Virtual Arkansas online classrooms, and licensed Arkansas educators are responsible for teaching all of these online courses and students. Additionally, two recent legislative and charter school developments will push the number of online course enrollments and full time online students in Arkansas much higher. First, Arkansas is one of only six states that requires students to complete an online course to graduate. That means that 483,114 traditional public school students need to take an online course in Arkansas. Second, in the 2015-16 cycle, the charter review panel and state board of education authorized the creation of several new online charter schools based in the Fayetteville district, Springdale district, and statewide with the approval of the Arkansas Connections Academy. Together, these new online schools will comprise approximately 15,000 new online course enrollments and require at least 2000 Arkansas licensed teachers who will need training in how to teach online – and all of these new schools have ambitious plans to grow their enrollments.

The increase in online course enrollments and teachers means that more Arkansas teachers will need to receive training in how to teach online.

While the aforementioned state-wide numbers support the need for a certificate program of this nature, Educational Technology faculty also consulted educational leaders who oversee these K-12 online programs to determine if they believe a graduate certificate in K-12 online teaching will meet this need. Conversations were held with the Head of School of Arkansas Virtual Academy (Dr. Scott Sides), Superintendent of Fayetteville Schools (Dr. Paul Hewitt – recently retired), Arkansas Connections Academy Board President (Dr. Dennis Beck) and Principal (Darla Gardner), the State Commissioner of Education (Dr. Johnny Key), and Arkansas Deputy Commissioners of Education (Dr. Mark Gotcher and Dr. Eric Saunders). The response from these key education leaders to the proposed program was overwhelming supportive, with the online school administrators indicating they would strongly encourage all of their teachers to enroll in this new graduate certificate program.

Lastly, the costs to implement this program are minimal, as existing courses and faculty will be used to support this certificate.

Program reviewer comments	**agriffin (09/08/16 9:26 am):** Hyper-linked courses in catalog copy. **agriffin (09/08/16 9:31 am):** Revised LON to adjust font size and inserted approval dates. Renamed document to match naming convention for BOT materials. **lkulcza (09/08/16 6:14 pm):** Updated new course listing to correct number (CIED 5363); new course is in approval workflow and slated for fall 2017. Approving proposal so that it can go forward to EDUC curriculum committee meeting in a timely manner, but in conversation with the program coordinator about making a change to the proposed program code so that it more closely reflects the program name. **ggunderm (09/09/16 8:25 am):** CIP Code is appropriate.
Uploaded attachments:	Email Notification to CAOs.pdf CIED 5733-CIED Methods and Assessment in K-12 Online Teaching-Syllabus.pdf ETECGC - New Grad Cert - Ltr of Notification.docx

Key: 627