CEBS CURRICULUM COMMITTEE
3:00 pm – February 2, 2010
Dean's Conference Room

I.   Approval of Minutes of the December 1, 2009 meeting. (These minutes can be found on the CEBS Web Page, click on Faculty and Staff and then meeting minutes and agendas.)

II.   New Business

From the School of Teacher Education

1.   Revise Course Prerequisites – LME 590, Practicum
2.   New Course Proposal – LME 591, Advanced Practicum in Library Media Education
3.   Create a New Major Program – Planned Sixth-Year (Rank I) in Library Media Education

III.   Other Business

■Elect four persons for the 2010 College Academic Complaint Committee. These positions are: One faculty member, one student member, one faculty alternate, one student alternate.   The student members may be graduate or undergraduate, must have a declared major in CEBS, must be in good academic standing, serve a one calendar year term, and may be reappointed. Please come to the meeting with a student name to put into nomination.

■Report from the Alternate Admission Subcommittee

■FOR INFORMATION: The electronic vote on the proposal - Create a New Course – LTCY 199 taken on January 13, passed with 15 votes received.

College of Education and Behavioral Sciences
School of Teacher Education
Proposal to Revise Course Prerequisites
(Consent Item)

Contact Person: Robert Smith, robert.smith@wku.edu, 5-3446

1.   Identification of course:
        1.1   Course prefix (subject area) and number: LME 590
        1.2   Course title: Practicum
        1.3   Credit hours: 1-3 hrs.

2.   Current prerequisites:
        Permission of the instructor; completion of 24 hours of course work including LME 501,
        512, 535, and 537; and admission to candidacy**.**

3.   Proposed prerequisites:
        Permission of the instructor; completion of 24 hours of course work including LME 501,
        512, 535, and 537; and admission to candidacy. Students seeking initial Kentucky
        teaching certification at the graduate level must be admitted to Professional Education
        prior to enrollment.

4.   Rationale for the revision of prerequisites:
        The reason for revising the prerequisites is to provide clarity regarding admission to
        professional education for students seeking initial library media specialist certification at
        the graduate level, when they do not already hold a teaching certificate. This will align
        the requirements for enrolling in the LME 590 Practicum with the revised policy for
        admission to Professional Education at all levels.

.   Over the past few years, the number, though relatively small, of LME graduate students
        seeking admission to professional education as part of a graduate level certification-only
        program or the MS in LME program has increased. The proposed revision is an effort to
        remedy the problem with these students seeking admission to Professional Education at
        the same time that they register for the required LME 590 Practicum.

        The new prerequisite applies only to graduate students who do not hold a teaching
        certificate and who seek formal admission to Professional Education for a first
        certification. It will not affect other policies related to the graduate LME program. The
        proposed revised prerequisites are expected to facilitate the process of being admitted to
        Professional Education admission prior to enrollment in the LME 590 Practicum.

5. **Effect on completion of major/minor sequence:**
The proposed prerequisites will not have any effect on the major/minor sequence in the LME curriculum.

6. **Proposed term for implementation:** Summer 2010

7. **Dates of prior committee approvals:**

School of Teacher Education: <u>Dec. 16, 2009</u>

CEBS Curriculum Committee   _____

Professional Education Council   _____

Graduate Council   _____

University Senate   _____

Attachment: Course Inventory Form

College of Education and Behavioral Sciences
School of Teacher Education
Proposal to Create a New Course
(Action Item)

Contact Person: Cynthia Houston, Cynthia.houston@wku.edu, 270.745.6501

1.   **Identification of proposed course:**
    1.1   Course prefix (subject area) and number: LME 591
    1.2   Course title: Advanced Practicum in Library Media Education
    1.3   Abbreviated course title: Advanced Practicum LME
    1.4   Credit hours and contact hours: 1 hour
    1.5   Type of course: Practicum
    1.6   Prerequisites: LME 501, LME 512, LME 537, and instructor permission. Students seeking initial Kentucky teaching certification must be admitted to Professional Education prior to enrollment.
    1.7   Course catalog listing: Field-based experience in an appropriate setting under a certified library media specialist; the course is for students in a certification-only Planned Sixth-Year (Rank I) program for P-12 School Media Librarian.

2.   **Rationale:**
    2.1   Reason for developing the proposed course: The course is designed for graduates of the Master of Science in Library Media Education program who are seeking certification in school library media as part of the School Library Media certification-only policy and/or Planned Sixth-Year (Rank I) program. Completion of a minimum of 40 hours of supervised field experience in an appropriate setting is a requirement for certification as a school media specialist. Students who have completed the Educational Technology Concentration of the Master of Science in Library Media Education program sometimes later decide to seek certification as School Media Librarians after they have completed the MS program and the LME 590 course. Whereas previously, students seeking to add School Media certification completed practicum hours under the guidance of their advisor, it would be easier to manage, appropriately place, and supervise these students if they were in a dedicated course. This is the primary reason for proposing the development of LME 591. Thus, certification-seeking students who have previously completed LME 590 as part of the MS in LME now will be required to complete LME 591 as part of a certification-only or Planned Sixth-Year (Rank I). This will enable students seeking certification in School Library Media to complete the practicum field requirements for certification under the guidance of a University practicum supervisor and cooperating media specialist.
    2.2   Projected enrollment in the proposed course: The projected enrollment is 1 or 2 students per year based on a combined projection for enrollment in certification-only and Planned Sixth-Year (Rank I) programs.

2.3 Relationship of the proposed course to courses now offered by the department: The LME 590 Practicum experience is available but students are not able to include this course in their certification program because they have taken the course as part of their Master of Science in Library Media Education Program Educational Technology Concentration. Exceptional Education (EXED 590), Interdisciplinary Early Childhood Education (IECE 524), Literacy (LTCY 695), and Middle Grades Education (EDU 590) - offer practicum courses at the graduate level, but they are specific to the respective professional area.

2.4 Relationship of the proposed course to courses offered in other departments: Practicum courses are common in many graduate programs. For example, programs in Educational Administration and Leadership (EDAD 598), Counseling and Student Affairs (CNS 590, CNS 591), and Psychology (PSY 662) offer practicum courses specific to the respective professional area. Similarly, there are practicum and practicum-type courses in many other programs that develop practitioner skills. Some examples are Social Work, Nursing, Communication Disorders, Physical Education, Communication, and Sociology.

2.5 Relationship of the proposed course to courses offered in other institutions: The University of Kentucky (LIS 676), Murray State University (LIB 621), and Eastern Kentucky University (LIB 870) offer graduate degree and Planned Sixth-Year practicum courses for students in Library Media Education, though not as part of certification-only programs.

3. **Discussion of proposed course:**
   3.1 Course objectives:
      3.1.1 The student will demonstrate the application of knowledge and skills in library media education in a practicum setting at the Proficient level measured by a professional standards-based evaluation instrument completed by the cooperating media specialist at the conclusion of the course.
      3.1.2 At the conclusion of the course the student will demonstrate the integration of concepts, knowledge, and skills in library media education through a standards-based professional growth plan at a Proficient level specified by the assignment grading rubric.
      3.1.3 At the conclusion of the course the student will have demonstrated the ability to reflect on and provide evidence of planned personal and professional growth in library media education through a standards-based Professional Portfolio CD/DVD at a Proficient level specified on the Portfolio grading rubric.
   3.2 Content outline:
      - Overview of the Practicum Experience
         - Overview of practicum requirements
         - Expectations of practicum students
         - Expectations of cooperating media specialists
         - Completion of required practicum hours in approved setting
         - Completion of required forms and field reflections

- Overview of the Professional Growth Plan and Portfolio Process
  - Overview of Portfolio Process and Concept of Reflective Practice
  - Review of AASL Professional Standards
  - Review of Professional Growth Plan Instructions
  - Review of Portfolio Instructions and Rubric
- Overview of Strategies for Creating the Professional Portfolio
  - Overview of Portfolio Requirements and Rubric
  - Connecting AASL standards with Professional Growth Plan Actions and Evidences
  - Guidance in Reflective Writing for personal and professional growth
  - Overview of technical considerations in portfolio development

3.3 Student expectations and requirements:

The student will complete 40 practicum hours in an approved setting and use electronic presentation technology to create a professional portfolio based on an approved Professional Growth Plan. The student will be evaluated by the cooperating media specialists according to professional standards and disposistions.

3.4 Tentative text and course materials:

American Association of School Librarians, (2009). Empowering learners: Guidelines for school library media centers. Chicago, IL: American Library Association Erikson, R. and Markuson, C. (2008). Designing a school library media center for the future. Chicago, IL: American Library Association.

4. Resources:
4.1 Library resources: adequate
4.2 Computer resources: adequate

5. Budget implications:
5.1 Proposed method of staffing: This course will be taught by existing faculty
5.2 Special equipment needed: none
5.3 Expendable materials needed: none
5.4 Laboratory materials needed: none

6. Proposed term for implementation: Fall 2010

7.   **Dates of prior committee approvals:**

School of Teacher Education   _____12/15/2009____

CEBS Curriculum Committee   _____

Professional Education Council   _____

Graduate Curriculum Committee   _____

University Senate   _____

College of Education and Behavioral Sciences
School of Teacher Education
Proposal to Create a New Major Program
(Action Item)

Contact Person: Robert C. Smith, robert.smith@wku.edu, 5-3446

1. **Identification of program:** Program title: Planned Sixth-Year (Rank I) in Library Media
   Education
   1.1   Degree Type: Not Applicable (Teacher Rank Classification)
   1.2   Classification of Instructional Program Code (CIP): N/A
   1.3   Required hours in proposed major program: 30
   1.4   Special information: Non-degree Planned Sixth-Year (Rank I) for Kentucky
Teachers
   1.5   Program admission requirements:
           Admission requirements for the proposed Planned Sixth-Year in Library Media
           Education (LME) are the following:
           - An application for admission to graduate study.
           - Copies of transcripts for all college work.
           - Evidence of Kentucky Rank II status with Kentucky Media Librarian (KML)
             certification or Kentucky Rank II status with Instructional Computer Technology
             Endorsement.

   1.6   Catalog description:
           The Planned Sixth-Year (Rank I) in Library Media Education is open to applicants
           who meet the following admission requirements:
           - An application for admission to graduate study.
           - Copies of transcripts for all college work.
           - Evidence of Kentucky Rank II status with Kentucky Media Librarian (KML)
             certification or Kentucky Rank II/5th Year with an Instructional Computer
             Technology Endorsement.

           The objectives of the Planned Sixth-Year (Rank I) in Library Media Education are to provide
           opportunities to school media librarians and educational technology specialists to accomplish one
           or more of the following:
           - Expand professional knowledge in contemporary content and issues in library
             media/educational technology.
           - Advance knowledge and skills that meet the needs of professionals in library
             media/educational technology.
           - Expand pedagogical skills of library media/educational technology specialists to
             address literacy and the needs of diverse learners.

- Enhance professional effectiveness of library media/educational technology specialists for leadership and service at the local, regional, state, and national levels.
- Offer broader professional opportunities to library media/educational technology specialists through additional endorsements and certifications.
- Advance skills of library media/educational technology specialists that foster collaboration and communication with colleagues and parents.

Applicants with a Fifth-Year (Rank II) from an institution other than WKU must complete the MS in LME for initial certification as a Kentucky media librarian at the Sixth-Year (Rank 1) level.

2. **Rationale:**

2.1 Reason for developing the proposed major program:
The number of Kentucky Rank II classified media librarians and educational technology specialists with the MS in LME from WKU has significantly increased in the last eight years. This has created demand for a Planned Sixth-Year (Rank I) program in Library Media Education at WKU. The proposed program is designed to enhance and enrich the skills and knowledge of the certified media librarian or educational technology specialist.

2.2 Projected enrollment in the proposed major program:
Based on current enrollment in the MS in LME program for the Rank II, enrollment in the proposed Planned Sixth-Year (Rank I) program is projected to be 20-30 students a year.

2.3 Relationship of the proposed major program to other programs now offered by the department:
Planned Sixth-Year (Rank I) programs are offered by the School of Teacher Education for elementary, middle grade, and secondary school teachers. The proposed Planned Sixth-Year (Rank I) in LME program does not duplicate these programs. The proposed program will build on the MS in LME by allowing certified media librarians and educational technology specialists to enhance their competence as educators, information specialists, curriculum leaders, instructional partners, and program developers based on their service experiences and position expectations.

2.4 Relationship of the proposed major program to other university programs:
In addition to the School of Teacher Education, three other departments offer Planned Sixth-Year (Rank I) Programs: the Department of Counseling and Student Affairs; the Department of Educational Administration, Leadership, and Research; and the Department of Communication Disorders. The programs in these other departments include course work relevant to their respective disciplines, and the proposed program will not overlap with any of them.

2.5 Relationship of the proposed major program to similar programs offered elsewhere in Kentucky and in other states (including programs at benchmark institutions):
Murray State University offers a Rank I Library Media Specialist to certified teachers for

initial certification as a Kentucky school media librarian. Morehead State University offers a Rank I in Educational Technology for Instructional Computer Technology in the "area of technology integration in P-16 curriculum and instructional design."
The University of Kentucky offers a similar Rank I program for-certificated school media librarians. In addition, Eastern Kentucky University offers a Planned Sixth-Year (Rank I) program similar to the proposed program at WKU.

Other states do not have a ranked classification/status system for certified teachers like that of the Commonwealth of Kentucky. Similar programs for advanced study in library media or educational technology outside of Kentucky are labeled in various ways, such as a career ladder or plus-30.

The proposed program at WKU will be open to those people who already hold the Kentucky Planned Fifth-Year (Rank II) with a Kentucky Media Librarian (KML) Certificate or Kentucky Planned Fifth-Year (Rank II) with Instructional Computer Technology Endorsement. Certified teachers with the MS in LME from WKU for the Planned Fifth-Year (Rank II) classification may obtain the Planned Sixth-Year (Rank I) and the Kentucky Media Librarian Certificate (KLM) or the Instructional Computer Technology Endorsement.

2.6 Relationship of the proposed major program to the university mission and objectives:
The proposed Planned Sixth-Year (Rank I) in LME program directly supports the goal of Western Kentucky University to provide "quality education and public service to the Southcentral Kentucky region and beyond. Through education and public service, WKU seeks to enhance the quality of life in the region, Commonwealth and beyond." (http://www.wku.edu/about.html)

The proposed program is aligned with the University's **Mission: "**Western Kentucky University prepares students to be productive, engaged leaders in a global society. It provides service and lifelong learning opportunities for its constituents. WKU is responsible for stewarding a high quality of life throughout its region."

The proposed Planned Sixth-Year (Rank I) in LME program directly upholds the following Core Values of Western Kentucky University:
- Commitment to assuring quality of programs, competence of graduates, and opportunities for lifelong learning.
- Dedication to the importance of achieving excellence in all programs and for adding value to the degrees and credentials of our students.
- Commitment to contributing to improved quality of life and economic well-being of Kentuckians, especially those in our primary service area, as well as other constituents and stakeholders.

3. Objectives of the proposed major program:
The Planned Sixth-Year (Rank I) program in LME program is intended to allow professionals in media librarianship and educational technology to achieve one or more

of the following professional objectives:
- Expand their professional knowledge in contemporary content and issues in library media/educational technology.
- Advance their knowledge and skills that meet the needs of professionals in library media/educational technology.
- Expand their pedagogical skills to address literacy and the needs of diverse learners.
- Enhance their professional effectiveness as library media/educational technology specialists for leadership and service at the local, regional, state, and national levels.
- Offer them broader professional opportunities through additional endorsements and/certifications.
- Advance their skills as library media/educational technology specialists that foster collaboration and communication with colleagues and parents.

4. Program description:

4.1 Curriculum:

The Kentucky Rank I classification for certified school personnel requires the completion of a minimum of either (a) 30 semester hours of unduplicated and approved credit beyond the requirements for the Rank II classification (Planned Fifth Year-5th Year) or (b) 60 semester hours of approved and unduplicated graduate level credit including a master's degree. Students may be required to meet additional admission requirements required by academic programs for additional certifications and/or endorsements, and university certificate programs appropriate to a specialization.

The proposed Planned Sixth-Year (Rank I) program in LME will require a minimum of 30 hours of course work, including 12 (or 15) hours in the Professional Education Component and 18 (12 hours) hours in the Specialization Component.

A. Professional Education Component (12 hours):

EXED 516 Exceptional Child: Perspectives and Issues	3 hrs.
LTCY 518 Literacy Learning and Technology	3 hrs.
LME 519 Special Topics: Collaboration, Diversity, Leadership	3 hrs
LME 550 Emerging Technology in Education	3 hrs.

B. Specialization Component (18 hours):

Courses in the specialization must be approved by the designated graduate advisor based on an applicant's prior experience, previous academic work, and career goals.
Content areas for the specialization may include but are not limited to library media education, educational technology, instructional design, literacy, teacher leadership, adult education, information systems, electronic communication, writing, etc.
Additional endorsements, academic certificates, and teacher certifications may include but are not limited to instructional computer technology, school media librarian, gifted-talented education, ESL, reading and writing, environmental education, etc.

4.2 Accreditation, certification, approval, and/or licensure:
   Completion of this program may qualify Kentucky certified personnel for a recommendation for Rank I pay status.

4.3 Program delivery:
   The program will be offered online.

5. Resources:
   5.1 Faculty:
   Because the curriculum encompasses existing courses that are taught regularly, no additional faculty will be required.

   5.2 Technological and electronic informational resources (e.g., databases, e-journals):
   The current Blackboard instructional system at WKU will be used for delivery of instruction. Support from Distance Learning includes a variety of audio/video technologies along with appropriate training. Access to additional online information sources that support existing classes are reviewed regularly by University libraries to determine adequacy.

   5.3 Facilities and equipment:
   Because existing courses comprise the proposed online program, current facilities are adequate.

6. Proposed term for implementation: Summer 2010

7. Dates of prior committee approvals:

   School of Teacher Education   <u>Dec. 16, 2009</u>

   CEBS Curriculum Committee   _____

   Professional Education Council   _____

   Graduate Council   _____

   University Senate   _____

Attachment: Program Inventory Form

MEMO TO: CEBS Curriculum Committee

FROM: Retta Poe

DATE: 01/25/10

SUBJECT: Report from the Alternate Admission Subcommittee

In recent weeks members of the Alternate Admission Subcommittee of the CEBS Curriculum Committee have conducted individual reviews of two applications for alternate admission. The students' initials, the programs for which admission was sought, the decisions, and the dates of the decisions are indicated below:

MAE: Counseling
C. E. sought admission. Committee agreed unanimously to recommend unconditional admission 01/08/10.
.
MAE: School Counseling
K. H. sought admission. A majority of the committee recommended that she be denied admission 01/08.10.

Subcommittee members reviewed the applications using the *Checklist for Alternate Admissions Subcommittee*, which was developed based on the college's policy for alternate admission applications. I have returned the alternate admission applications to Graduate Studies with the recommendations indicated.