GC#7: Course Change

Request for Graduate Course Change

- 1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
- 2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
- 3. The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.

College: COEPD	Dept/Division:ACE	Current Alpha Designator/Number	ATE 508
Contact Person: Dr. Fed	on Smith and Dr. Jessica Hanna	Phone:	Feon 696-2381; Jessi 746-8935
CURRENT COURSE DA	TA:		
Course Title: Teaching	Methods in Career and Technical Edu	cation	
Alpha Designator/Num	ber: A T E 5 0 8		
Title Abbreviation: T	e a c h i n g M e t	hods in Ca	r e e
course title, alpha desig 2. If this change will affe this packet, as well as th 3. If the changes made t the affected departmen 4. List courses, if any, th	nator, course number, course content, ect other departments that require this be response received from the affected to this course will make the course siming that include it with this packet as well at will be deleted because of this change.	course, please send a memo to the aff department. lar in title or content to another depart as the response received from the affer	ected department and include it with the the transfer of the t
Signatures: if disapprov	ed at any level, do not sign. Return to	previous signer with recommendatior	n attached.
Dept. Chair/Division He	ad		Date
Registrar			Date
College Curriculum Cha	ir		Date
Graduate Council Chair			Date

College: COEPD Department/Division: ACE Alpha Designator/Number: ATE 508	3			
Provide complete information regarding the course change for each topic listed below.				
Change in CATALOG TITLE: YES NO				
From limited to 30 characters and	spaces)			
То				
If Yes, Rationale				
Change in COURSE ALPHA DESIGNATOR:				
From: A T E To A C E NO				
If Yes, Rationale Changes to the course alpha designator are required to correspond with the new program name, now know Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).	n as			
Change in COURSE NUMBER: YES NO				
From: To:				
If Yes, Rationale				
Change in COURSE GRADING				
From Grade To Credit/No Credit				
Rationale				
Change in CATALOG DESCRIPTION: YES NO IF YES, fill in below:				
From				
То				
If Yes Rationale				

Change in COURSE CREDIT HOURS: YES NO If YES, fill in below:
NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.
From
То
Change in COURSE CONTENT: YES NO
From
То
Rationale

College: COEPD	Department: Adult and Continuing Education (ACE)
Course Number/Title ATE 508 Teaching Methods in Career and Teaching	hnical Education
1. REQUIRED COURSE: If this course is required by another depar notification you sent to them announcing to them the proposed applicable.	tment(s), identify it/them by name and attach the written change and any response received. Enter NOT APPLICABLE if not
NOT APPLICABLE	
2. COURSE DELETION: List any courses that will be deleted becau NOT APPLICABLE if not applicable.	se of this change. A Course Deletion form is also required. Enter
NOT APPLICABLE	
	equires additional faculty, equipment, or specialized materials as a result red to secure these items. (NOTE: approval of this form does not imply pplicable.
NOT APPLICABLE	

Please insert in the text box below your course change summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings) based on the appropriate change:

COURSE DESCRIPTION CHANGE **COURSE NUMBER CHANGE COURSE TITLE CHANGE Department:**

Department: Department:

Course Number and Title: <u>Current Course Number/Title:</u> **Current Course Number/Title:**

Rationale: New Course Number: New Course Title:

Course Description (old) Rationale: Rationale:

Course Description: (new) **Catalog Description: Catalog Description:**

Catalog Description: Credit hours:

COURSE CHANGE (ALPHA DESIGNATOR)

Department: ACE

Current Course Number/Title: ATE 508 Teaching Methods in Career and Technical Education

New Course Number: ACE 508 Teaching Methods in Career and Technical Education

Rationale: Changes to the course alpha designator are required to correspond with the new program name, now known as Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).

Catalog Description: Correlating lab instruction with classroom instruction; individual and group instruction sheets and materials; the four teaching steps in career and technical education; physical factors relating to classroom and lab.

Credit hours: 3

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- 2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
- 3. The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.

College: COEPD	Dept/Division:ACE	Current Alpha Designator/	Number	ATE 511
Contact Person: Dr. Feo	on Smith and Dr. Jessica Hanna		Phone:	Feon 696-2381; Jessi 746-8935
CURRENT COURSE DA	TA:			
Course Title: Introduct	ion to Career and Technical Education			
Alpha Designator/Num	ber: A T E 5 1 1			
Title Abbreviation:	n t r o d u c t i o n	t o C a r e	e r	a n
course title, alpha desig 2. If this change will affe this packet, as well as th 3. If the changes made t the affected departmen 4. List courses, if any, th	ge form in its entirety and route through a nator, course number, course content, cre ect other departments that require this con ne response received from the affected de to this course will make the course similar t and include it with this packet as well as at will be deleted because of this change ments and/or equipment need to be change	edit hours, or catalog descrip urse, please send a memo to partment. in title or content to anothe the response received from (must submit course deletion for	tion. the aff r depart the affe rm).	ected department and include it with the the transfer of the t
Signatures: if disapprov	red at any level, do not sign. Return to pro	evious signer with recomme	ndatior	n attached.
Dept. Chair/Division He	ad			Date
Registrar				Date
College Curriculum Cha	nir			Date
Graduate Council Chair				Date

College: COEPD	Department/Division: ACE	Alpha Designator/Number: ATE 511			
Provide complete information regarding the course change for each topic listed below.					
Change in CATALOG TITLE:	☐ YES ⊠ NO				
From		(limited to 30 characters and spaces)			
То					
If Yes, Rationale					
Change in COURSE ALPHA	DESIGNATOR:				
From: A T E To A	C E X YES NO				
	to the course alpha designator are required to correst Continuing Education (ACE), formerly Adult and Tec				
Change in COURSE NUMBE	R: NO				
From: To:					
If Yes, Rationale					
Change in COURSE GRADING					
From Grade To C	edit/No Credit				
Rationale					
Change in CATALOG DESCRIPTION: ☐ YES ☒ NO IF YES, fill in below:					
From					
То					
If Yes					
Rationale					

Change in COURSE CREDIT HOURS: YES NO If YES, fill in below:
NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.
From
То
Change in COURSE CONTENT: YES NO
From
То
Rationale

College: COEPD	Department: Adult and Continuing Education (ACE)
Course Number/Title ATE 511 Introduction to Career and Technic	tal Education
1. REQUIRED COURSE: If this course is required by another depa notification you sent to them announcing to them the proposed applicable.	artment(s), identify it/them by name and attach the written d change and any response received. Enter NOT APPLICABLE if not
NOT APPLICABLE	
2. COURSE DELETION: List any courses that will be deleted because NOT APPLICABLE if not applicable.	use of this change. A Course Deletion form is also required. Enter
NOT APPLICABLE	
	requires additional faculty, equipment, or specialized materials as a result lired to secure these items. (NOTE: approval of this form does not imply applicable.
NOT APPLICABLE	

Please insert in the text box below your course change summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings) based on the appropriate change:

Department:

COURSE DESCRIPTION CHANGE COURSE NUMBER CHANGE COURSE TITLE CHANGE

<u>Department:</u> <u>Department:</u>

<u>Course Number and Title:</u> <u>Current Course Number/Title:</u> <u>Current Course Number/Title:</u>

<u>Rationale:</u> <u>New Course Number:</u> <u>New Course Title:</u>

<u>Course Description (old)</u> <u>Rationale:</u> <u>Rationale:</u>

<u>Course Description: (new)</u> <u>Catalog Description:</u> <u>Catalog Description:</u>

<u>Catalog Description:</u> <u>Credit hours:</u>

COURSE CHANGE (ALPHA DESIGNATOR)

Department: ACE

Current Course Number/Title: ATE 511 Introduction to Career and Technical Education

New Course Number: ACE 511 Introduction to Career and Technical Education

Rationale: Changes to the course alpha designator are required to correspond with the new program name, now known as Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).

Catalog Description: Designed as a follow-up to Teaching Methods in Career and Technical Education and intended to provide the new teacher guidance and supervision in developing teacher competence.

Credit hours: 3

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- 2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
- 3. The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.

College: COEPD	Dept/Division:ACE	Current Alpha Designator/Numbers	: ATE 524
Contact Person: Dr. Feo	n Smith and Dr. Jessica Hanna	Phone:	Feon 696-2381; Jessi 746-8935
CURRENT COURSE DAT	гА:		
Course Title: Safety in C	Career and Technical Education		
Alpha Designator/Num	ber: A T E 5 2 4		
Title Abbreviation: S	a f e t y i n C a	reerand	e c h
course title, alpha design 2. If this change will affe this packet, as well as th 3. If the changes made to the affected department 4. List courses, if any, that	ge form in its entirety and route through nator, course number, course content, co ct other departments that require this co e response received from the affected do this course will make the course similal and include it with this packet as well a net will be deleted because of this change nents and/or equipment need to be char	redit hours, or catalog description. ourse, please send a memo to the aff epartment. It in title or content to another depart is the response received from the affect (must submit course deletion form).	ected department and include it with tment's courses, please send a memo to ected department.
Signatures: if disapprove	ed at any level, do not sign. Return to p	revious signer with recommendatior	n attached.
Dept. Chair/Division Hea	ad		Date
Registrar			Date
College Curriculum Cha	ir		Date
Graduate Council Chair			Date

College: COEPD	Department/Division: ACE	Alpha Designator/Number: ATE 524			
Provide complete information regarding the course change for each topic listed below.					
Change in CATALOG TITLE: YES	⊠ NO				
From		(limited to 30 characters and spaces)			
То					
If Yes, Rationale					
Change in COURSE ALPHA DESIGNATOR					
From: A T E To A C E					
	se alpha designator are required to correspond with t g Education (ACE), formerly Adult and Technical Educ				
Change in COURSE NUMBER:	YES 🔀 NO				
From: To:					
If Yes, Rationale					
Change in COURSE GRADING					
From Grade To Credit/No Cre	edit				
Rationale					
Change in CATALOG DESCRIPTION: YES NO IF YES, fill in below:					
From					
_					
То					
If Yes Rationale					
nationale					

Change in COURSE CREDIT HOURS: YES NO If YES, fill in below:
NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.
From
То
Change in COURSE CONTENT: YES NO
From
То
Rationale

College: COEPD	Department: Adult and Continuing Education (ACE)	
Course Number/Title ATE 524 Safety in	Career and Technical Education	
	required by another department(s), identify it/them by name and attach the written cing to them the proposed change and any response received. Enter NOT APPLICABLE if not	
NOT APPLICABLE		
2. COURSE DELETION: List any courses NOT APPLICABLE if not applicable.	s that will be deleted because of this change. A Course Deletion form is also required. Enter	
NOT APPLICABLE		
	IENTS: If your department requires additional faculty, equipment, or specialized materials as a resu the time and cost etc. required to secure these items. (NOTE: approval of this form does not imply ter NOT APPLICABLE if not applicable.	
NOT APPLICABLE		

Please insert in the text box below your course change summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings) based on the appropriate change:

COURSE DESCRIPTION CHANGE **COURSE NUMBER CHANGE COURSE TITLE CHANGE Department:**

Department: Department:

Course Number and Title: <u>Current Course Number/Title:</u> **Current Course Number/Title:**

Rationale: New Course Number: New Course Title:

Course Description (old) Rationale: Rationale:

Course Description: (new) **Catalog Description: Catalog Description:**

Catalog Description: Credit hours:

COURSE CHANGE (ALPHA DESIGNATOR)

Department: ACE

Current Course Number/Title: ATE 524 Safety in Career and Technical Education

New Course Number: ACE 524 Safety in Career and Technical Education

Rationale: Changes to the course alpha designator are required to correspond with the new program name, now known as Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).

Catalog Description: Responsibilities of the teacher in providing a safe learning/working environment; effective approaches to accident prevention; laws and regulatory agencies regarding safety management in the classroom and laboratory.

Credit hours: 3

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- 2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
- 3. The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.

College: COEPD	Dept/Division:ACE	Current Alpha Designator/Number	: ATE 600
Contact Person: Dr. Feon Sm	nith and Dr. Jessica Hanna	Phone:	Feon 696-2381; Jessi 746-8935
CURRENT COURSE DATA:			
Course Title: Aspects of Tra	ining and Development		
Alpha Designator/Number:	A T E 6 0 0		
Title Abbreviation: A s	p e c t s o f T r	a i n i n g a n	d D
course title, alpha designator 2. If this change will affect of this packet, as well as the res 3. If the changes made to thi the affected department and 4. List courses, if any, that wi	orm in its entirety and route through the r, course number, course content, cred ther departments that require this course sponse received from the affected depies course will make the course similar in dinclude it with this packet as well as till be deleted because of this change (n s and/or equipment need to be change	it hours, or catalog description. rse, please send a memo to the affortment. In title or content to another departner response received from the afforms submit course deletion form).	ected department and include it with tment's courses, please send a memo to ected department.
Signatures: if disapproved a	t any level, do not sign. Return to prev	ious signer with recommendatior	n attached.
Dept. Chair/Division Head _			Date
Registrar			Date
College Curriculum Chair			Date
Graduate Council Chair			Date

College: COEPD	Department/Division: ACE	Alpha Designator/Number: ATE 600	
Provide complete information regarding the course change for each topic listed below.			
Change in CATALOG TITLE: YES	⊠ NO		
From		(limited to 30 characters and spaces)	
То			
If Yes, Rationale			
Change in COURSE ALPHA DESIGNATO	DR:		
From: A T E To A C E	⊠ YES □ NO		
	rse alpha designator are required to correspond with ng Education (ACE), formerly Adult and Technical Educ		
Change in COURSE NUMBER: From: To: If Yes, Rationale	YES NO		
Change in COURSE GRADING From Grade To Credit/No Ci	redit		
Rationale			
Change in CATALOG DESCRIPTION:	☐ YES ⊠ NO IF YES, fill in below	w:	
From			
То			
If Yes Rationale			

Change in COURSE CREDIT HOURS: YES NO If YES, fill in below:
NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.
From
То
Change in COURSE CONTENT: YES NO
From
То
Rationale

College: COEPD	Department: Adult and Continuing Education (ACE)	
Course Number/Title ATE 600 Aspec	cts of Training and Development	
	se is required by another department(s), identify it/them by name and attach the written buncing to them the proposed change and any response received. Enter NOT APPLICABLE if not	
NOT APPLICABLE		
2. COURSE DELETION: List any cou NOT APPLICABLE if not applicable.	rses that will be deleted because of this change. A <i>Course Deletion</i> form is also required. Enter .	
NOT APPLICABLE		
of this change, attach an estimate	REMENTS: If your department requires additional faculty, equipment, or specialized materials as a resulation of the time and cost etc. required to secure these items. (NOTE: approval of this form does not imply Enter NOT APPLICABLE if not applicable.	
NOT APPLICABLE		

Please insert in the text box below your course change summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings) based on the appropriate change:

COURSE DESCRIPTION CHANGE COURSE NUMBER CHANGE COURSE TITLE CHANGE

<u>Department:</u> <u>Department:</u> <u>Department:</u>

<u>Course Number and Title:</u> <u>Current Course Number/Title:</u> <u>Current Course Number/Title:</u>

<u>Rationale:</u> <u>New Course Number:</u> <u>New Course Title:</u>

<u>Course Description (old)</u> <u>Rationale:</u> <u>Rationale:</u>

<u>Course Description: (new)</u> <u>Catalog Description:</u> <u>Catalog Description:</u>

<u>Catalog Description:</u> <u>Credit hours:</u>

COURSE CHANGE (ALPHA DESIGNATOR)

Department: ACE

Current Course Number/Title: ATE 600 Aspects of Training and Development

New Course Number: ACE 600 Aspects of Training and Development

Rationale: Changes to the course alpha designator are required to correspond with the new program name, now known as Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).

Catalog Description: Overview of the training and development profession and theories that support the profession; emphasis on the variety of solutions used by HRD professionals to help improve individual and organizational performance.

Credit hours: 3

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- 3. The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.

College: COEPD	Dept/Division:ACE	Current Alpha Designator/Number:	ATE 603
Contact Person: Dr. Fed	on Smith and Dr. Jessica Hanna	Phone:	Feon 696-2381; Jessi 746-8935
CURRENT COURSE DA	TA:		
Course Title: Introduct	tion to Adult Education and Adult Learne	ers	
Alpha Designator/Num	nber: A T E 6 0 3		
Title Abbreviation:	n t r o d u c t i o n	t o A d u l t	E d u
course title, alpha desig 2. If this change will affe this packet, as well as th 3. If the changes made the affected departmer 4. List courses, if any, th	ge form in its entirety and route through mator, course number, course content, crect other departments that require this cone response received from the affected do this course will make the course similant and include it with this packet as well a nat will be deleted because of this change ments and/or equipment need to be change	redit hours, or catalog description. burse, please send a memo to the affore epartment. It in title or content to another depart is the response received from the afform (must submit course deletion form).	ected department and include it with ment's courses, please send a memo to ected department.
Signatures: if disapprov	ved at any level, do not sign. Return to pr	revious signer with recommendation	attached.
Dept. Chair/Division He	ead		Date
Registrar			Date
College Curriculum Cha	air		Date
Graduate Council Chair			Date

College: COEPD	Department/Division: ACE	Alpha Designator/Number: ATE 603	
Provide complete information regarding the course change for each topic listed below.			
Change in CATALOG TITLE: YES	⊠ NO		
From		(limited to 30 characters and spaces)	
То			
If Yes, Rationale			
Change in COURSE ALPHA DESIGNATO	DR:		
From: A T E To A C E			
	rse alpha designator are required to correspond with ng Education (ACE), formerly Adult and Technical Edu		
Change in COURSE NUMBER:	YES X NO		
From: To:			
If Yes, Rationale			
Change in COURSE GRADING			
From Grade To Credit/No C	redit		
Rationale			
Change in CATALOG DESCRIPTION:	☐ YES ⊠ NO IF YES, fill in belo	w:	
From			
То			
If Yes Rationale			

Change in COURSE CREDIT HOURS: YES NO If YES, fill in below:
NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.
From
То
Change in COURSE CONTENT: YES NO
From
То
Rationale

College: COEPD	Department: Adult and Continuing Education (ACE)
Course Number/Title ATE 603 Introduction to Adult Education an	d Adult Learners
1. REQUIRED COURSE: If this course is required by another department of them announcing to them the propose applicable.	artment(s), identify it/them by name and attach the written d change and any response received. Enter NOT APPLICABLE if not
NOT APPLICABLE	
2. COURSE DELETION: List any courses that will be deleted beca NOT APPLICABLE if not applicable.	use of this change. A Course Deletion form is also required. Enter
NOT APPLICABLE	
	requires additional faculty, equipment, or specialized materials as a result lired to secure these items. (NOTE: approval of this form does not imply applicable.
NOT APPLICABLE	

Please insert in the text box below your course change summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings) based on the appropriate change:

COURSE DESCRIPTION CHANGE **COURSE NUMBER CHANGE** COURSE TITLE CHANGE **Department:**

Department: Department:

Course Number and Title: <u>Current Course Number/Title:</u> **Current Course Number/Title:**

Rationale: New Course Number: New Course Title:

Course Description (old) Rationale: Rationale:

Course Description: (new) Catalog Description: **Catalog Description:**

Catalog Description: Credit hours:

COURSE CHANGE (ALPHA DESIGNATOR)

Department: ACE

Current Course Number/Title: ATE 603 Introduction to Adult Education and Adult Learners

New Course Number: ACE 603 Introduction to Adult Education and Adult Learners

Rationale: Changes to the course alpha designator are required to correspond with the new program name, now known as Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).

Catalog Description: Designed to acquaint the student with the field of adult and continuing education, its foundations and development in this country and future trends.

Credit hours: 3

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College: COEPD	Dept/Division:ACE	Current Alpha Designator/Number	: ATE 618
Contact Person: Dr. Feor	n Smith and Dr. Jessica Hanna	Phone:	Feon 696-2381; Jessi 746-8935
CURRENT COURSE DAT	·A:		
Course Title: Literature	of Adult and Continuing Education		
Alpha Designator/Numb	per: A T E 6 1 8		
Title Abbreviation: L	i t e r a t u r e o f	f Adult an	d C
course title, alpha design 2. If this change will affect this packet, as well as the 3. If the changes made to the affected department 4. List courses, if any, tha	e form in its entirety and route through to ator, course number, course content, crest other departments that require this course response received from the affected deporthis course will make the course similar and include it with this packet as well as it will be deleted because of this change (ents and/or equipment need to be change)	dit hours, or catalog description. Urse, please send a memo to the afficient or the afficient of the content to another depart the response received from the afficient submit course deletion form).	Fected department and include it with the transfer to the tran
Signatures: if disapprove	ed at any level, do not sign. Return to pre	vious signer with recommendation	n attached.
Dept. Chair/Division Hea	nd		Date
Registrar			Date
College Curriculum Chai	r		Date
Graduate Council Chair _			Date

College: COEPD	Department/Division: ACE	Alpha Designator/Number: ATE 618	
Provide complete information regarding the course change for each topic listed below.			
Change in CATALOG TITLE: YES	⊠ NO		
From		(limited to 30 characters and spaces)	
То			
If Yes, Rationale			
Change in COURSE ALPHA DESIGNATO	DR:		
From: A T E To A C E	⊠ YES □ NO		
	rse alpha designator are required to correspond with ng Education (ACE), formerly Adult and Technical Educ		
Change in COURSE NUMBER: From: To: If Yes, Rationale	YES NO		
Change in COURSE GRADING From ☐ Grade To ☐ Credit/No Ci	redit		
Rationale			
Change in CATALOG DESCRIPTION:	☐ YES ⊠ NO IF YES, fill in below	w:	
From			
То			
If Yes Rationale			

Change in COURSE CREDIT HOURS: YES NO If YES, fill in below:
NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.
From
То
Change in COURSE CONTENT: YES NO
From
То
Rationale

College: COEPD	Department: Adult and Continuing Education (ACE)
Course Number/Title ATE 618 Literature of Adult and Continuing I	Education
1. REQUIRED COURSE: If this course is required by another depa notification you sent to them announcing to them the proposed applicable.	rtment(s), identify it/them by name and attach the written change and any response received. Enter NOT APPLICABLE if not
NOT APPLICABLE	
2. COURSE DELETION: List any courses that will be deleted becau NOT APPLICABLE if not applicable.	ise of this change. A Course Deletion form is also required. Enter
NOT APPLICABLE	
	equires additional faculty, equipment, or specialized materials as a result red to secure these items. (NOTE: approval of this form does not imply applicable.
NOT APPLICABLE	

Please insert in the text box below your course change summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings) based on the appropriate change:

Department:

COURSE DESCRIPTION CHANGE COURSE NUMBER CHANGE COURSE TITLE CHANGE

<u>Department:</u> <u>Department:</u>

<u>Course Number and Title:</u> <u>Current Course Number/Title:</u> <u>Current Course Number/Title:</u>

<u>Rationale:</u> <u>New Course Number:</u> <u>New Course Title:</u>

Course Description (old) Rationale: Rationale:

<u>Course Description: (new)</u> <u>Catalog Description:</u> <u>Catalog Description:</u>

<u>Catalog Description:</u> <u>Credit hours:</u>

COURSE CHANGE (ALPHA DESIGNATOR)

Department: ACE

Current Course Number/Title: ATE 618 Literature of Adult and Continuing Education

New Course Number: ACE 618 Literature of Adult and Continuing Education

Rationale: Changes to the course alpha designator are required to correspond with the new program name, now known as Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).

Catalog Description: A program of readings and reports on specific areas in adult education or particular problems within an area of adult and continuing education. Readings to be selected cooperatively with advisor.

Credit hours: 3

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Request for Graduate Course Change

- 1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
- 2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
- 3. The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.

College: COEPD	Dept/Division:ACE	Current Alpha Designator/Numbers	ATE 628
Contact Person: Dr. Feo	on Smith and Dr. Jessica Hanna	Phone:	Feon 696-2381; Jessi 746-8935
CURRENT COURSE DA	TA:		
Course Title: Adult Inst	truction: Environmental and Personal A	spects	
Alpha Designator/Num	ber: A T E 6 2 8		
Title Abbreviation: A	d u l t l n s t r u	c t i o n : E n v	i r o
course title, alpha desig 2. If this change will affe this packet, as well as th 3. If the changes made t the affected departmen 4. List courses, if any, th	ge form in its entirety and route through nator, course number, course content, of ect other departments that require this of he response received from the affected of this course will make the course similar t and include it with this packet as well at at will be deleted because of this changenents and/or equipment need to be cha	credit hours, or catalog description. course, please send a memo to the affidepartment. ar in title or content to another depart as the response received from the affice (must submit course deletion form).	ected department and include it with ment's courses, please send a memo to ected department.
Signatures: if disapprov	ed at any level, do not sign. Return to p	previous signer with recommendation	attached.
Dept. Chair/Division He	ad		Date
Registrar			Date
College Curriculum Cha	ir		Date
Graduate Council Chair			Date

College: COEPD	Department/Division: ACE	Alpha Designator/Number: ATE 628				
Provide complete information regarding the course change for each topic listed below.						
Change in CATALOG TITLE: YES NO						
From		(limited to 30 characters and spaces)				
То						
If Yes, Rationale						
Change in COURSE ALPHA DESIGNATO	DR:					
From: A T E To A C E						
If Yes, Rationale Changes to the course alpha designator are required to correspond with the new program name, now known as Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).						
Change in COURSE NUMBER:	YES 🔀 NO					
From: To:						
If Yes, Rationale						
Change in COURSE GRADING						
From Grade To Credit/No Ci	redit					
Rationale						
Change in CATALOG DESCRIPTION: YES NO IF YES, fill in below:						
From						
То						
If Yes Rationale						

Change in COURSE CREDIT HOURS: YES NO If YES, fill in below:
NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.
From
То
Change in COURSE CONTENT: YES NO
From
To
Rationale

College: COEPD	Department: Adult and Continuing Education (ACE)
Course Number/Title ATE 628 Adult Instruction: Environmental and	l Personal Aspects
1. REQUIRED COURSE: If this course is required by another depart notification you sent to them announcing to them the proposed applicable.	ment(s), identify it/them by name and attach the written change and any response received. Enter NOT APPLICABLE if not
NOT APPLICABLE	
2. COURSE DELETION: List any courses that will be deleted because NOT APPLICABLE if not applicable.	se of this change. A Course Deletion form is also required. Enter
NOT APPLICABLE	
	equires additional faculty, equipment, or specialized materials as a result ed to secure these items. (NOTE: approval of this form does not imply applicable.
NOT APPLICABLE	

Please insert in the text box below your course change summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings) based on the appropriate change:

COURSE DESCRIPTION CHANGE **COURSE NUMBER CHANGE COURSE TITLE CHANGE Department:**

Department: Department:

Course Number and Title: Current Course Number/Title: **Current Course Number/Title:**

Rationale: New Course Number: New Course Title:

Course Description (old) Rationale: Rationale:

Course Description: (new) **Catalog Description: Catalog Description:**

Catalog Description: Credit hours:

COURSE CHANGE (ALPHA DESIGNATOR)

Department: ACE

Current Course Number/Title: ATE 628 Adult Instruction: Environmental and Personal Aspects

New Course Number: ACE 628 Adult Instruction: Environmental and Personal Aspects

Rationale: Changes to the course alpha designator are required to correspond with the new program name, now known as Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).

Catalog Description: The course examines both environmental and personal factors which may impact on the adult learning process and is designed to foster awareness, which will be translated into appropriate intervention strategies.

Credit hours: 3

GC#7: Course Change

Request for Graduate Course Change

- 1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
- 2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
- 3. The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.

College: COEPD	Dept/Division:ACE	Current Alpha Designator/Number:	: ATE 631		
Contact Person: Dr. Feon Sr	nith and Dr. Jessica Hanna	Phone:	Feon 696-2381; Jessi 746-8935		
CURRENT COURSE DATA:					
Course Title: Survey Praction	cum Computer Applications in Busir	ness and Industry			
Alpha Designator/Number:	A T E 6 3 1				
Title Abbreviation: S u r v e y P r a c t i c u m C o m p u t e r					
course title, alpha designato 2. If this change will affect o this packet, as well as the re 3. If the changes made to th the affected department and 4. List courses, if any, that w	or, course number, course content, cr ther departments that require this co sponse received from the affected do is course will make the course simila d include it with this packet as well a will be deleted because of this change	ourse, please send a memo to the aff epartment. If in title or content to another departs the response received from the affer (must submit course deletion form).	ected department and include it with tment's courses, please send a memo to		
Signatures: if disapproved at any level, do not sign. Return to previous signer with recommendation attached.					
Dept. Chair/Division Head _			Date		
Registrar			Date		
College Curriculum Chair			Date		
Graduate Council Chair			Date		

College: COEPD	Department/Division: ACE	Alpha Designator/Number: ATE 631		
Provide complete information regarding the course change for each topic listed below.				
Change in CATALOG TITLE: YES	⊠ NO			
From		(limited to 30 characters and spaces)		
То				
If Yes, Rationale				
Change in COURSE ALPHA DESIGNATO	PR:			
From: A T E To A C E				
	rse alpha designator are required to correspond with ang Education (ACE), formerly Adult and Technical Educ			
Change in COURSE NUMBER: YES NO From: To: To: NO If Yes, Rationale				
Change in COURSE GRADING From Grade To Credit/No Ci	redit			
Rationale				
Change in CATALOG DESCRIPTION: YES NO IF YES, fill in below:				
From				
То				
If Yes Rationale				

Change in COURSE CREDIT HOURS: YES NO If YES, fill in below:
NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.
From
То
Change in COURSE CONTENT: YES NO
From
То
Rationale

College: COEPD	Department: Adult and Continuing Education (ACE)
Course Number/Title ATE 63	1 Survey Practicum Computer Applications in Business and Industry
	nis course is required by another department(s), identify it/them by name and attach the written em announcing to them the proposed change and any response received. Enter NOT APPLICABLE if not
NOT APPLICABLE	
2. COURSE DELETION: List a	any courses that will be deleted because of this change. A <i>Course Deletion</i> form is also required. Enter blicable.
NOT APPLICABLE	
of this change, attach an es	REQUIREMENTS: If your department requires additional faculty, equipment, or specialized materials as a result stimate of the time and cost etc. required to secure these items. (NOTE: approval of this form does not imply ources. Enter NOT APPLICABLE if not applicable.
NOT APPLICABLE	э э э э э э э э э э э э э э э э э э э

Please insert in the text box below your course change summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings) based on the appropriate change:

COURSE DESCRIPTION CHANGE COURSE NUMBER CHANGE COURSE TITLE CHANGE

<u>Department:</u> <u>Department:</u> <u>Department:</u>

<u>Course Number and Title:</u> <u>Current Course Number/Title:</u> <u>Current Course Number/Title:</u>

<u>Rationale:</u> <u>New Course Number:</u> <u>New Course Title:</u>

Course Description (old) Rationale: Rationale:

<u>Course Description: (new)</u> <u>Catalog Description:</u> <u>Credit hours:</u> <u>Catalog Description:</u>

COURSE CHANGE (ALPHA DESIGNATOR)

Department: ACE

Current Course Number/Title: ATE 631 Survey Practicum Computer Applications in Business and Industry

New Course Number: ACE 631 Survey Practicum Computer Applications in Business and Industry

Rationale: Changes to the course alpha designator are required to correspond with the new program name, now known as Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).

Catalog Description: An introductory course for persons who want to become familiar with the application of computers in the business/industrial fields represented by adult and technical education.

Credit hours: 3

Chair: Tracy Christofero

GC#7: Course Change

Request for Graduate Course Change

- 1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
- 2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
- 3. The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.

College: COEPD	Dept/Division:ACE	Current Alpha Designator/Number	: ATE 637
Contact Person: Dr. Feo	on Smith and Dr. Jessica Hanna	Phone:	Feon 696-2381; Jessi 746-8935
CURRENT COURSE DA	TA:		
Course Title: Individua	l Computer Program Applications		
Alpha Designator/Num	ber: A T E 6 3 7		
Title Abbreviation:	n d i v i d u a l C	omputerPr	o g r
course title, alpha desig 2. If this change will affe this packet, as well as th 3. If the changes made t the affected departmen 4. List courses, if any, th	ge form in its entirety and route throug nator, course number, course content, ect other departments that require this he response received from the affected to this course will make the course simil t and include it with this packet as well at will be deleted because of this chang ments and/or equipment need to be cha	credit hours, or catalog description. course, please send a memo to the aff department. ar in title or content to another depart as the response received from the affect (must submit course deletion form).	ected department and include it with tment's courses, please send a memo to ected department.
Signatures: if disapprov	ed at any level, do not sign. Return to p	orevious signer with recommendatior	n attached.
Dept. Chair/Division He	ad		Date
Registrar			Date
College Curriculum Cha	ir		Date
Graduate Council Chair			Date

College: COEPD	Department/Division: ACE	Alpha Designator/Number: ATE 637			
Provide complete information regarding the course change for each topic listed below.					
Change in CATALOG TITLE: YES	Change in CATALOG TITLE: YES NO				
From		(limited to 30 characters and spaces)			
То					
If Yes, Rationale					
Change in COURSE ALPHA DESIGNATO	DR:				
From: A T E To A C E					
	rse alpha designator are required to correspond with ng Education (ACE), formerly Adult and Technical Edu				
Change in COURSE NUMBER:	YES 🔀 NO				
From: To:					
If Yes, Rationale					
Change in COURSE GRADING					
From Grade To Credit/No C	redit				
Rationale					
Change in CATALOG DESCRIPTION: YES NO IF YES, fill in below:					
From					
То					
If Yes Rationale					

Change in COURSE CREDIT HOURS: YES NO If YES, fill in below:
NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.
From
То
Change in COURSE CONTENT: YES NO
From
То
Rationale

College: COEPD	Department: Adult and Continuing Education (ACE)
Course Number/Title ATE 637	' Individual Computer Program Applications
	s course is required by another department(s), identify it/them by name and attach the written mannouncing to them the proposed change and any response received. Enter NOT APPLICABLE if not
NOT APPLICABLE	
2. COURSE DELETION: List ar NOT APPLICABLE if not appl	ny courses that will be deleted because of this change. A <i>Course Deletion</i> form is also required. Enter licable.
NOT APPLICABLE	
of this change, attach an est	REQUIREMENTS: If your department requires additional faculty, equipment, or specialized materials as a result timate of the time and cost etc. required to secure these items. (NOTE: approval of this form does not imply urces. Enter NOT APPLICABLE if not applicable.
NOT APPLICABLE	

Please insert in the text box below your course change summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings) based on the appropriate change:

COURSE DESCRIPTION CHANGE **COURSE NUMBER CHANGE COURSE TITLE CHANGE Department:**

Department: Department:

Course Number and Title: <u>Current Course Number/Title:</u> **Current Course Number/Title:**

Rationale: New Course Number: New Course Title:

Course Description (old) Rationale: Rationale:

Course Description: (new) **Catalog Description: Catalog Description:**

Catalog Description: Credit hours:

COURSE CHANGE (ALPHA DESIGNATOR)

Department: ACE

Current Course Number/Title: ATE 637 Individual Computer Program Applications

New Course Number: ACE 637 Individual Computer Program Applications

Rationale: Changes to the course alpha designator are required to correspond with the new program name, now known as Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).

Catalog Description: Individually designed learning activities that involve the application of previously learned theories, processes, operations, techniques or systems. The applications are studied, analyzed, and evaluated.

Credit hours: 3

Chair: Tracy Christofero

GC#7: Course Change

Request for Graduate Course Change

- 1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
- 2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
- 3. The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.

College: COEPD	Dept/Division:ACE	Current Alpha Designator/Number:	ATE 650
Contact Person: Dr. Feon Smi	ith and Dr. Jessica Hanna	Phone:	Feon 696-2381; Jessi 746-8935
CURRENT COURSE DATA:			
Course Title: Career Education	on Curriculum Development		
Alpha Designator/Number:	A T E 6 5 0		
Title Abbreviation: C a r	e e r E d u c a t	i o n C u r r i	c u I
course title, alpha designator, 2. If this change will affect oth this packet, as well as the resp 3. If the changes made to this the affected department and 4. List courses, if any, that will	conse received from the affected dep course will make the course similar in include it with this packet as well as t I be deleted because of this change (n	lit hours, or catalog description. rse, please send a memo to the afformation. In title or content to another depart the response received from the afformations of the submit course deletion form).	ected department and include it with ment's courses, please send a memo to
Signatures: if disapproved at	any level, do not sign. Return to prev	ious signer with recommendation	attached.
Dept. Chair/Division Head			Date
Registrar			Date
College Curriculum Chair			Date
Graduate Council Chair			Date

College: COEPD	Department/Division: ACE	Alpha Designator/Number: ATE 650		
Provide complete information regarding the course change for each topic listed below.				
Change in CATALOG TITLE: YES	⊠ NO			
From		(limited to 30 characters and spaces)		
То				
If Yes, Rationale				
ii resynationale				
Change in COURSE ALPHA DESIGNA	 ΓΟR:			
From: A T E To A C E				
	urse alpha designator are required to correspond with iing Education (ACE), formerly Adult and Technical Edu			
Change in COURSE NUMBER:	YES NO			
From: To:				
If Yes, Rationale				
Change in COURSE GRADING				
From Grade To Credit/No	Credit			
Rationale				
Change in CATALOG DESCRIPTION: YES NO IF YES, fill in below:				
From				
То				
If Yes				
Rationale				

Change in COURSE CREDIT HOURS: YES NO If YES, fill in below:
NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.
From
То
Change in COURSE CONTENT: YES NO
From
То
Rationale

College: COEPD	Department: Adult and Continuing Education (ACE)
Course Number/Title ATE 650 C	Career Education Curriculum Development
	course is required by another department(s), identify it/them by name and attach the written announcing to them the proposed change and any response received. Enter NOT APPLICABLE if not
NOT APPLICABLE	
2. COURSE DELETION: List any NOT APPLICABLE if not applic	y courses that will be deleted because of this change. A <i>Course Deletion</i> form is also required. Enter cable.
NOT APPLICABLE	
of this change, attach an estir	EQUIREMENTS: If your department requires additional faculty, equipment, or specialized materials as a result mate of the time and cost etc. required to secure these items. (NOTE: approval of this form does not imply rces. Enter NOT APPLICABLE if not applicable.
NOT APPLICABLE	

Please insert in the text box below your course change summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings) based on the appropriate change:

COURSE DESCRIPTION CHANGE **COURSE NUMBER CHANGE COURSE TITLE CHANGE Department:**

Department: Department:

Course Number and Title: <u>Current Course Number/Title:</u> **Current Course Number/Title:**

Rationale: New Course Number: New Course Title:

Course Description (old) Rationale: Rationale:

Course Description: (new) **Catalog Description: Catalog Description:**

Catalog Description: Credit hours:

COURSE CHANGE (ALPHA DESIGNATOR)

Department: ACE

Current Course Number/Title: ATE 650 Career Education Curriculum Development

New Course Number: ACE 650 Career Education Curriculum Development

Rationale: Changes to the course alpha designator are required to correspond with the new program name, now known as Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).

Catalog Description: Instructional unit is developed to assist children and youth achieve academic, general, or technical education and also career education goals; includes goals, objectives, procedures, student activities, resources, and evaluation. Credit hours: 3

Chair: Tracy Christofero

GC#7: Course Change

Request for Graduate Course Change

- 1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
- 2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
- 3. The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.

College: COEPD	Dept/Division:ACE	Current Alpha Designator/Number	ATE 656
Contact Person: Dr. Fed	on Smith and Dr. Jessica Hanna	Phone:	Feon 696-2381; Jessi 746-8935
CURRENT COURSE DA	TA:		
Course Title: Instruction	onal Planning for Adult Populations		
Alpha Designator/Num	nber: A T E 6 5 6		
Title Abbreviation:	n s t r u c t i o n a	I PIanning	f o
course title, alpha desig 2. If this change will affe this packet, as well as th 3. If the changes made the affected departmer 4. List courses, if any, th	ge form in its entirety and route through mator, course number, course content, course on the course content, course of the response received from the affected do this course will make the course similant and include it with this packet as well and will be deleted because of this changements and/or equipment need to be char	redit hours, or catalog description. ourse, please send a memo to the aff epartment. It is the response received from the affect (must submit course deletion form).	ected department and include it with ment's courses, please send a memo to ected department.
Signatures: if disapprov	ved at any level, do not sign. Return to p	revious signer with recommendatior	n attached.
Dept. Chair/Division He	ead		Date
Registrar			Date
College Curriculum Cha	air		Date
Graduate Council Chair			Date

College: COEPD	Department/Division: ACE	Alpha Designator/Number: ATE 656		
Provide complete information regarding the course change for each topic listed below.				
Change in CATALOG TITLE: YES	⊠ NO			
From		(limited to 30 characters and spaces)		
То				
If Yes, Rationale				
Change in COURSE ALPHA DESIGNATO	PR:			
From: A T E To A C E				
	rse alpha designator are required to correspond with ng Education (ACE), formerly Adult and Technical Edu			
Change in COURSE NUMBER:	YES 🔀 NO			
From: To:				
If Yes, Rationale				
Change in COURSE GRADING				
From Grade To Credit/No C	redit			
Rationale				
Change in CATALOG DESCRIPTION: YES NO IF YES, fill in below:				
From				
То				
If Yes Rationale				

Change in COURSE CREDIT HOURS: YES NO If YES, fill in below:
NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.
From
То
Change in COURSE CONTENT: YES NO
From
То
Rationale

College: COEPD	Department: Adult and Continuing Education (ACE)
Course Number/Title ATE 656 Instructional Planning for Adult Pop	pulations
1. REQUIRED COURSE: If this course is required by another depa notification you sent to them announcing to them the proposed applicable.	rtment(s), identify it/them by name and attach the written d change and any response received. Enter NOT APPLICABLE if not
NOT APPLICABLE	
2. COURSE DELETION: List any courses that will be deleted because NOT APPLICABLE if not applicable.	use of this change. A Course Deletion form is also required. Enter
NOT APPLICABLE	
	requires additional faculty, equipment, or specialized materials as a result ired to secure these items. (NOTE: approval of this form does not imply applicable.
NOT APPLICABLE	

Please insert in the text box below your course change summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings) based on the appropriate change:

COURSE DESCRIPTION CHANGE **COURSE NUMBER CHANGE COURSE TITLE CHANGE Department:**

Department: Department:

Course Number and Title: <u>Current Course Number/Title:</u> **Current Course Number/Title:**

Rationale: New Course Number: New Course Title:

Course Description (old) Rationale: Rationale:

Course Description: (new) **Catalog Description: Catalog Description:**

Catalog Description: Credit hours:

COURSE CHANGE (ALPHA DESIGNATOR)

Department: ACE

Current Course Number/Title: ATE 656 Instructional Planning for Adult Populations

New Course Number: ACE 656 Instructional Planning for Adult Populations

Rationale: Changes to the course alpha designator are required to correspond with the new program name, now known as Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).

Catalog Description: An examination and application of the process involved in the development, operation, and evaluation of adult programs in the community, business, and industry.

Credit hours: 3

Chair: Tracy Christofero

GC#7: Course Change

Request for Graduate Course Change

- 1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
- 2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
- 3. The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.

College: COEPD	Dept/Division:ACE	Current Alpha Designator/Number	: ATE 671
Contact Person: Dr. Feon Smith and Dr. Jessica Hanna		Phone: Feon 696-2381; Jessi 746-8935	
CURRENT COURSE DAT	га:		
Course Title: Evaluation	n of Adult and Technical Education		
Alpha Designator/Num	ber: A T E 6 7 1		
Title Abbreviation: E	v a l u a t i o n o	f Adultan	d T
course title, alpha design 2. If this change will affe this packet, as well as th 3. If the changes made to the affected department 4. List courses, if any, that	ge form in its entirety and route through the nator, course number, course content, created other departments that require this code response received from the affected despitation of the course will make the course similared and include it with this packet as well as at will be deleted because of this changements and/or equipment need to be changements.	edit hours, or catalog description. urse, please send a memo to the aff partment. in title or content to another depart the response received from the affe (must submit course deletion form).	ected department and include it with tment's courses, please send a memo to ected department.
Signatures: if disapprove	ed at any level, do not sign. Return to pre	evious signer with recommendatior	n attached.
Dept. Chair/Division Hea	ad		Date
Registrar			Date
College Curriculum Cha	ir		Date
Graduate Council Chair			Date

College: COEPD	Department/Division: ACE	Alpha Designator/Number: ATE 671		
Provide complete information regarding the course change for each topic listed below.				
Change in CATALOG TITLE: YES	⊠ NO			
From		(limited to 30 characters and spaces)		
То				
If Yes, Rationale				
Change in COURSE ALPHA DESIGNATO	DR:			
From: A T E To A C E				
	rse alpha designator are required to correspond with ng Education (ACE), formerly Adult and Technical Educ			
Change in COURSE NUMBER:	YES NO			
From: To:				
If Yes, Rationale				
Change in COURSE GRADING				
From Grade To Credit/No C	redit			
Rationale				
Change in CATALOG DESCRIPTION: YES NO IF YES, fill in below:				
From				
То				
If Yes Rationale				

Change in COURSE CREDIT HOURS: YES NO If YES, fill in below:
NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.
From
То
Change in COURSE CONTENT: YES NO
From
То
Rationale

College: COEPD	Department: Adult and Continuing Education (ACE)
Course Number/Title ATE 671 Evaluation of Adult and Technical	Education
1. REQUIRED COURSE: If this course is required by another deprotification you sent to them announcing to them the propos applicable.	partment(s), identify it/them by name and attach the written ed change and any response received. Enter NOT APPLICABLE if not
NOT APPLICABLE	
2. COURSE DELETION: List any courses that will be deleted bec NOT APPLICABLE if not applicable.	ause of this change. A Course Deletion form is also required. Enter
NOT APPLICABLE	
	t requires additional faculty, equipment, or specialized materials as a result uired to secure these items. (NOTE: approval of this form does not imply t applicable.
NOT APPLICABLE	

Please insert in the text box below your course change summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings) based on the appropriate change:

Department:

COURSE DESCRIPTION CHANGE COURSE NUMBER CHANGE COURSE TITLE CHANGE

<u>Department:</u> <u>Department:</u>

<u>Course Number and Title:</u> <u>Current Course Number/Title:</u> <u>Current Course Number/Title:</u>

<u>Rationale:</u> <u>New Course Number:</u> <u>New Course Title:</u>

Course Description (old) Rationale: Rationale:

<u>Course Description: (new)</u> <u>Catalog Description:</u> <u>Catalog Description:</u>

<u>Catalog Description:</u> <u>Credit hours:</u>

COURSE CHANGE (ALPHA DESIGNATOR)

Department: ACE

Current Course Number/Title: ATE 671 Evaluation of Adult and Technical Education

New Course Number: ACE 671 Evaluation of Adult and Technical Education

Rationale: Changes to the course alpha designator are required to correspond with the new program name, now known as Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).

Catalog Description: An examination of the design and evaluation processes used in adult learning areas with emphasis on the T&D and technical fields as well as the general field.

Credit hours: 3

Chair: Tracy Christofero

GC#7: Course Change

Request for Graduate Course Change

- 1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
- 2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
- 3. The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.

College: COEPD	Dept/Division:ACE	Current Alpha Designator/Numbers	ATE 673
Contact Person: Dr. Feon Smith and Dr. Jessica Hanna		Phone: Feon 696-2381; Jessi 746-8935	
CURRENT COURSE DA	TA:		
Course Title: Assessme	ent in Adult/Technical Education		
Alpha Designator/Num	aber: A T E 6 7 3		
Title Abbreviation: A	s s e s s m e n t i	n Adult/Te	c h n
course title, alpha desig 2. If this change will affe this packet, as well as th 3. If the changes made t the affected departmen 4. List courses, if any, th	ge form in its entirety and route through nator, course number, course content, course there departments that require this cone response received from the affected do this course will make the course similat and include it with this packet as well a at will be deleted because of this change ments and/or equipment need to be char	redit hours, or catalog description. ourse, please send a memo to the aff epartment. r in title or content to another depart s the response received from the affe (must submit course deletion form).	ected department and include it with the the transfer of the t
Signatures: if disapprov	red at any level, do not sign. Return to p	revious signer with recommendatior	n attached.
Dept. Chair/Division He	ad		Date
Registrar			Date
College Curriculum Cha	ir		Date
Graduate Council Chair			Date

College: COEPD	Department/Division: ACE	Alpha Designator/Number: ATE 673		
Provide complete information regarding the course change for each topic listed below.				
Change in CATALOG TITLE: YES	⊠ NO			
From		(limited to 30 characters and spaces)		
То				
If Yes, Rationale				
Change in COURSE ALPHA DESIGNAT	DR:			
From: A T E To A C E				
	rse alpha designator are required to correspond with ng Education (ACE), formerly Adult and Technical Edu			
Change in COURSE NUMBER:	YES NO			
From: To:				
If Yes, Rationale				
Change in COURSE GRADING				
From Grade To Credit/No C	redit			
Rationale				
Change in CATALOG DESCRIPTION: ☐ YES ☐ NO IF YES, fill in below:				
From				
То				
If Yes Rationale				

Change in COURSE CREDIT HOURS: YES NO If YES, fill in below:
NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.
From
То
Change in COURSE CONTENT: YES NO
From
То
Rationale

College: COEPD	Department: Adult and Continuing Education (ACE)
Course Number/Title ATE 673 Assessment in Adult/Technical Ed	lucation
1. REQUIRED COURSE: If this course is required by another deprotification you sent to them announcing to them the proposapplicable.	partment(s), identify it/them by name and attach the written ed change and any response received. Enter NOT APPLICABLE if not
NOT APPLICABLE	
2. COURSE DELETION: List any courses that will be deleted bec NOT APPLICABLE if not applicable.	ause of this change. A Course Deletion form is also required. Enter
NOT APPLICABLE	
	t requires additional faculty, equipment, or specialized materials as a result juired to secure these items. (NOTE: approval of this form does not imply t applicable.
NOT APPLICABLE	

Please insert in the text box below your course change summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings) based on the appropriate change:

Department:

COURSE DESCRIPTION CHANGE COURSE NUMBER CHANGE COURSE TITLE CHANGE

<u>Department:</u> <u>Department:</u>

<u>Course Number and Title:</u> <u>Current Course Number/Title:</u> <u>Current Course Number/Title:</u>

<u>Rationale:</u> <u>New Course Number:</u> <u>New Course Title:</u>

Course Description (old) Rationale: Rationale:

<u>Course Description: (new)</u> <u>Catalog Description:</u> <u>Catalog Description:</u>

<u>Catalog Description:</u> <u>Credit hours:</u>

COURSE CHANGE (ALPHA DESIGNATOR)

Department: ACE

Current Course Number/Title: ATE 673 Assessment in Adult/Technical Education

New Course Number: ACE 673 Assessment in Adult/Technical Education

Rationale: Changes to the course alpha designator are required to correspond with the new program name, now known as Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).

Catalog Description: Evaluation procedures in adult/technical education including principles of test construction; survey of standardized and published tests; utilization in the classroom or training department; review of statistical methods.

Credit hours: 3

Chair: Tracy Christofero

GC#7: Course Change

Request for Graduate Course Change

- 1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
- 2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
- 3. The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.

College: COEPD	Dept/Division:ACE	Current Alpha Designator/Number	ATE 677
Contact Person: Dr. Feon Smith and Dr. Jessica Hanna		Phone:	Feon 696-2381; Jessi 746-8935
CURRENT COURSE DA	TA:		
Course Title: Research	Methodology and Design in Adult/Te	chnical Education	
Alpha Designator/Num	nber: A T E 6 7 7		
Title Abbreviation:	e s e a r c h M e	t h o d o l o g y a	n d
course title, alpha desig 2. If this change will affe this packet, as well as th 3. If the changes made the the affected departmen 4. List courses, if any, th	nator, course number, course content, ect other departments that require this ne response received from the affected to this course will make the course simut and include it with this packet as well at will be deleted because of this chan	s course, please send a memo to the aff I department. ilar in title or content to another depart I as the response received from the affe	ected department and include it with ment's courses, please send a memo to ected department.
Signatures: if disapprov	red at any level, do not sign. Return to	previous signer with recommendation	n attached.
Dept. Chair/Division He	ead		Date
Registrar			Date
College Curriculum Cha	air		Date
Graduate Council Chair			Date

College: COEPD	Department/Division: ACE	Alpha Designator/Number: ATE 677	
Provide complete information reg	garding the course change for each topic listed b	pelow.	
Change in CATALOG TITLE: YES	⊠ NO		
From		(limited to 30 characters and spaces)	
То			
If Yes, Rationale			
Change in COURSE ALPHA DESIGNATO	DR:		
From: A T E To A C E			
If Yes, Rationale Changes to the course alpha designator are required to correspond with the new program name, now known as Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).			
Change in COURSE NUMBER:	YES X NO		
From: To:			
If Yes, Rationale			
Change in COURSE GRADING			
From Grade To Credit/No Co	redit		
Rationale			
Change in CATALOG DESCRIPTION: ☐ YES ☐ NO IF YES, fill in below:			
From			
То			
If Yes Rationale			

Change in COURSE CREDIT HOURS: YES NO If YES, fill in below:
NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.
From
То
Change in COURSE CONTENT: YES NO
From
To
Rationale

College: COEPD	Department: Adult and Continuing Education (ACE)
Course Number/Title ATE 677 Research Methodology a	and Design in Adult/Technical Education
	other department(s), identify it/them by name and attach the written e proposed change and any response received. Enter NOT APPLICABLE if not
NOT APPLICABLE	
2. COURSE DELETION: List any courses that will be del NOT APPLICABLE if not applicable.	leted because of this change. A Course Deletion form is also required. Enter
NOT APPLICABLE	
	epartment requires additional faculty, equipment, or specialized materials as a result st etc. required to secure these items. (NOTE: approval of this form does not imply ABLE if not applicable.
NOT APPLICABLE	

Please insert in the text box below your course change summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings) based on the appropriate change:

Department:

COURSE DESCRIPTION CHANGE COURSE NUMBER CHANGE COURSE TITLE CHANGE

<u>Department:</u> <u>Department:</u>

<u>Course Number and Title:</u> <u>Current Course Number/Title:</u> <u>Current Course Number/Title:</u>

<u>Rationale:</u> <u>New Course Number:</u> <u>New Course Title:</u>

Course Description (old) Rationale: Rationale:

<u>Course Description: (new)</u> <u>Catalog Description:</u> <u>Catalog Description:</u>

<u>Catalog Description:</u> <u>Credit hours:</u>

COURSE CHANGE (ALPHA DESIGNATOR)

Department: ACE

Current Course Number/Title: ATE 677 Research Methodology and Design in Adult/Technical Education

New Course Number: ACE 677 Research Methodology and Design in Adult/Technical Education

Rationale: Changes to the course alpha designator are required to correspond with the new program name, now known as Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).

Catalog Description: Study of methodology, application, analysis and synthesis of research; a review of current studies with attention to statistical techniques, data collecting, data handling, and the impact of particular research.

Credit hours: 3

Chair: Tracy Christofero

GC#7: Course Change

Request for Graduate Course Change

- 1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
- 2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
- 3. The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.

College: COEPD	Dept/Division:ACE	Current Alpha Designator/Numbers	ATE 685
Contact Person: Dr. Feo	n Smith and Dr. Jessica Hanna	Phone:	Feon 696-2381; Jessi 746-8935
CURRENT COURSE DA	TA:		
Course Title: Adult and	Technical Education Capstone		
Alpha Designator/Num	ber: A T E 6 8 5		
Title Abbreviation: A	d u l t a n d T e	c h n i c a l E d	u c a
course title, alpha design 2. If this change will affe this packet, as well as th 3. If the changes made t the affected departmen 4. List courses, if any, th	ge form in its entirety and route through nator, course number, course content, course the course that require this course received from the affected do this course will make the course similat and include it with this packet as well a at will be deleted because of this changements and/or equipment need to be char	redit hours, or catalog description. ourse, please send a memo to the aff epartment. r in title or content to another depart s the response received from the affe (must submit course deletion form).	ected department and include it with the the transfer of the t
Signatures: if disapprov	ed at any level, do not sign. Return to pi	revious signer with recommendatior	n attached.
Dept. Chair/Division He	ad		Date
Registrar			Date
College Curriculum Cha	ir		Date
Graduate Council Chair			Date

College: COEPD	Department/Division: ACE	Alpha Designator/Number: ATE 685	
Provide complete information regarding the course change for each topic listed below.			
Change in CATALOG TITLE: YES	⊠ NO		
From		(limited to 30 characters and spaces)	
То			
If Yes, Rationale			
Change in COURSE ALPHA DESIGNATO	DR:		
From: A T E To A C E			
	rse alpha designator are required to correspond with ng Education (ACE), formerly Adult and Technical Educ		
Change in COURSE NUMBER: YES NO From: To: NO If Yes, Rationale			
Change in COURSE GRADING From Grade To Credit/No Credit			
Rationale			
Change in CATALOG DESCRIPTION: YES NO IF YES, fill in below:			
From			
То			
If Yes Rationale			

Change in COURSE CREDIT HOURS: YES NO If YES, fill in below:
NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.
From
То
Change in COURSE CONTENT: YES NO
From
To
Rationale

College: COEPD	Department: Adult and Continuing Education (ACE)
Course Number/Title ATE 685 Adult and Technical Education Cap	stone
1. REQUIRED COURSE: If this course is required by another depa notification you sent to them announcing to them the proposed applicable.	ortment(s), identify it/them by name and attach the written d change and any response received. Enter NOT APPLICABLE if not
NOT APPLICABLE	
2. COURSE DELETION: List any courses that will be deleted because NOT APPLICABLE if not applicable.	use of this change. A Course Deletion form is also required. Enter
NOT APPLICABLE	
	requires additional faculty, equipment, or specialized materials as a result ired to secure these items. (NOTE: approval of this form does not imply applicable.
NOT APPLICABLE	

Please insert in the text box below your course change summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings) based on the appropriate change:

COURSE DESCRIPTION CHANGE **COURSE NUMBER CHANGE COURSE TITLE CHANGE Department:**

Department: Department:

Course Number and Title: <u>Current Course Number/Title:</u> **Current Course Number/Title:**

Rationale: New Course Number: New Course Title:

Course Description (old) Rationale: Rationale:

Course Description: (new) **Catalog Description: Catalog Description:**

Catalog Description: Credit hours:

COURSE CHANGE (ALPHA DESIGNATOR)

Department: ACE

Current Course Number/Title: ATE 685 Adult and Technical Education Capstone

New Course Number: ACE 685 Adult and Technical Education Capstone

Rationale: Changes to the course alpha designator are required to correspond with the new program name, now known as Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).

Catalog Description: This course provides training and assessment experiences for students seeking Master of Science degrees in Adult and Technical Education. The student's degree portfolio and capstone assessment will be completed within this course.

Credit hours: 3

Chair: Tracy Christofero

GC#7: Course Change

Request for Graduate Course Change

- 1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
- 2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
- 3. The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.

College: COEPD	Dept/Division:ACE	Current Alpha Designator/Number:	ATE 689
Contact Person: Dr. Feon Sm	nith and Dr. Jessica Hanna	Phone:	Feon 696-2381; Jessi 746-8935
CURRENT COURSE DATA:			
Course Title: Grant Proposa	al Writing		
Alpha Designator/Number:	A T E 6 8 9		
Title Abbreviation: G r	a n t P r o p o s a	l W r i t i n g	
course title, alpha designator 2. If this change will affect of this packet, as well as the res 3. If the changes made to this the affected department and 4. List courses, if any, that wi	orm in its entirety and route through the r, course number, course content, cred ther departments that require this course sponse received from the affected departments will make the course similar in the include it with this packet as well as the deleted because of this change (make) and/or equipment need to be change	it hours, or catalog description. se, please send a memo to the affortment. It title or content to another depart the response received from the afforms to submit course deletion form).	ected department and include it with ment's courses, please send a memo to ected department.
Signatures: if disapproved a	t any level, do not sign. Return to prev	ious signer with recommendatior	attached.
Dept. Chair/Division Head _			Date
Registrar			Date
College Curriculum Chair			Date
Graduate Council Chair			Date

College: COEPD	Department/Division: ACE	Alpha Designator/Number: ATE 689	
Provide complete information re	garding the course change for each topic listed b	pelow.	
Change in CATALOG TITLE: YES	⊠ NO		
From		(limited to 30 characters and spaces)	
То			
If Yes, Rationale			
Change in COURSE ALPHA DESIGNAT	OR:		
From: A T E To A C E			
If Yes, Rationale Changes to the course alpha designator are required to correspond with the new program name, now known as Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).			
Change in COURSE NUMBER:] YES 🔀 NO		
From: To:			
If Yes, Rationale			
Change in COURSE GRADING			
From Grade To Credit/No C	redit		
Rationale			
Change in CATALOG DESCRIPTION: ☐ YES ☑ NO IF YES, fill in below:			
From			
То			
If Yes Rationale			

Change in COURSE CREDIT HOURS: YES NO If YES, fill in below:
NOTE: If credit hours increase/decrease, please provide documentation that specifies the adjusted work requirements.
From
То
Change in COURSE CONTENT: YES NO
From
To
Rationale

College: COEPD	Department: Adult and Continuing Education (ACE)
Course Number/Title ATE 689 Grant Proposal Writing	
1. REQUIRED COURSE: If this course is required by another dep notification you sent to them announcing to them the propose applicable.	partment(s), identify it/them by name and attach the written ed change and any response received. Enter NOT APPLICABLE if not
NOT APPLICABLE	
2. COURSE DELETION: List any courses that will be deleted becaused NOT APPLICABLE if not applicable.	ause of this change. A Course Deletion form is also required. Enter
NOT APPLICABLE	
	t requires additional faculty, equipment, or specialized materials as a result uired to secure these items. (NOTE: approval of this form does not imply t applicable.
NOT APPLICABLE	

Please insert in the text box below your course change summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings) based on the appropriate change:

COURSE DESCRIPTION CHANGE COURSE NUMBER CHANGE COURSE TITLE CHANGE

<u>Department:</u> <u>Department:</u> <u>Department:</u>

<u>Course Number and Title:</u> <u>Current Course Number/Title:</u> <u>Current Course Number/Title:</u>

<u>Rationale:</u> <u>New Course Number:</u> <u>New Course Title:</u>

Course Description (old) Rationale: Rationale:

<u>Course Description: (new)</u> <u>Catalog Description:</u> <u>Catalog Description:</u>

<u>Catalog Description:</u> <u>Credit hours:</u>

COURSE CHANGE (ALPHA DESIGNATOR)

Department: ACE

Current Course Number/Title: ATE 689 Grant Proposal Writing

New Course Number: ACE 677 Grant Proposal Writing

Rationale: Changes to the course alpha designator are required to correspond with the new program name, now known as Adult and Continuing Education (ACE), formerly Adult and Technical Education (ATE).

Catalog Description: This course involves the development of a grant proposal and includes the steps required to produce a final document.

Credit hours: 3