Request for Graduate Non-Curricular Changes

PLEASE USE THIS FORM FOR ALL NON-CURRICULAR CHANGE REQUESTS (changes in admission requirements or requirements for graduation, changes in existing or new policies/procedures, changes in program descriptions in catalog, general language changes in catalog).

SIGNATURES may not be required, depending on the nature of the request and from where it originates. Consult Graduate Council Chair.

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

College: College of Education and Professional Development Dept/Division: Elementary and Secondary Education

Contact Person: Elizabeth Campbell Phone: 304.746.1984

Rationale for Request:

Over the years, the Elementary and Secondary Education Program and its faculty have become increasingly involved in the EdD in Curriculum and Instruction, and in the creation and delivery of teacher Professional Development opportunities. Although the name, "Elementary and Secondary Education" still describes some of what we do, it no longer describes all of what we do. For this reason, program faculty would like to change the name of the program to "Curriculum and Instruction," which better reflects the totality of our work and offerings.

Signatures: if disapproved at any level, do not sign. Return to previous signer with recommendation attached.
NOTE: all requests may not require all signatures.

Department/Division Chair Elizabeth Campbell Digitally signed by Elizabeth Campbell Date: 2018.03.13 14:06:10 -04'00' Date Fall 2018

Registrar _____ Date _____

College Curriculum Committee Chair _____ Date _____
(or Dean if no college curriculum committee)

Graduate Council Chair _____ Date _____

NOTE: please complete information required on the following pages before obtaining signatures above.

1. **Current Catalog Description (if applicable)**: Please insert the catalog description from the current catalog for entries you would like to change.

p. 213

NOTE: An area of emphasis in mathematics, Math through Algebra I, is offered by the M.A. degree programs in Elementary Education and Secondary Education. These programs, which are offered through the College of Education and Professional Development, are intended to meet the needs of public school teachers (K-12).

2. **Edits to current description**: Attach or insert a PDF copy of the current catalog description prepared in MS WORD with strikethroughs to mark proposed deletions and use the highlight function to indicate proposed new text.

There is only one instance of "Elementary and Secondary Education" that we could find in the catalog, although (per conversation of 3/13/18 with Su Tams) changes will need to be made on the websites, which she will implement and monitor.

For above instance, see Attachment 1.

3. **New Catalog Description**: Provide a “clean” copy of your proposed description without strikethroughs or highlighting. This should be what you are proposing for the new description.

NOTE: An area of emphasis in mathematics, Math through Algebra I, is offered by the M.A. degree programs in Education. These programs, which are offered through the College of Education and Professional Development, are intended to meet the needs of public school teachers (K-12).

Request for Graduate Non-Curricular Changes – Page 5

Please insert below your proposed change information for the Graduate Council agenda.

Type of change request: Program name change

Department: College of Education and Professional Development

Degree program: MA Education

Effective date (fall/spring/summer, year): Fall 2018