

Request for Graduate Addition, Deletion, or Change of Area of Emphasis-Page 1

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one PDF copy without signatures 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: Curriculum and Instruction

Contact Person: Kimberly McFall

Phone: 304.746.8975

Action Requested

Check action requested: Addition Deletion Change

Degree Program MA Education

Area of Emphasis School Library Media

Effective Term/Year Fall 20 Spring 20 Summer 20 19

Notifications

Attach a copy of written notification regarding this curriculum request to the following:

1. Statement of Non-Duplication: If this area of emphasis will be similar in title or content to an existing area of emphasis, please send a memo to the affected department/division and include a copy with this packet as well as the response received from the affected department.
2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimate of cost and time required to secure these items.

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 _____
College Dean _____	Date _____
Graduate Council Chair _____	Date _____
Provost/VP Academic Affairs _____	Date _____
President _____	Date _____

Request for Graduate Addition, Deletion, or Change of a Certificate-Page 2

1. Please provide a rationale for addition, deletion, change:

The addition of Curating Library Materials for Children is needed in the program to teach candidates how to curate school library collections specifically for children. The course will address the American Association of School Librarians national program standards through collection development using materials for children and professional guidelines that address library needs assessment and curriculum alignment of the school library collection. In the course, the modules are designed to encourage collaboration with other library professionals both in the school and public libraries to utilize best practices in relation to the population that is being served.

The course is being develop as a result to of our SPA report feedback that states there is limited evidence of assessment of networking with the library community. There is limited evidence that candidates are required to network with the larger library community

2. Please describe any changes in curriculum:

Course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change.

CIRG 613 Children's Literature (3) will be replaced with ITL 504 Curating Library Materials for Children (3). ITL 504 will be a required course.

3. **Additional Resource Requirements:** If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this Area of Emphasis attach an estimate of the time and money required to secure these items. May attach separate page if needed

NOTE: approval of this form does not imply approval for additional resources. Enter NOT APPLICABLE if not applicable.

no additional resources are requested

4. NON-DUPLICATION:

If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the request and any response received from them.

Enter NONE if not applicable.

this is an existing graduate certificate and the change does not create duplication

For catalog changes as a result of the above action, please fill in the following pages.

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5. Current Catalog Description

Insert the *Current* Catalog Description and page number from the latest catalog for entries you would like to change.
(May attach separate page if needed)

See attached

6. Edits to the Current Description

Attach 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.

7. New Catalog Description

Insert a 'clean' copy of your proposed description, i.e., no strikethroughs or highlighting included. This should be what you are proposing for the new description. (May attach separate page if needed)

See attached

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Please insert in the text box below your Area of Emphasis change information for the Graduate Council agenda. Please enter the information exactly in this way (including headings):

Department:

Area of Emphasis Title:

Credit Hours:

Type of Change Requested: *(addition, deletion, change)*

Term to Take Effect: *(Fall, Spring, Summer/Year)*

Rationale:

Department: Curriculum and Instruction

Area of Emphasis Title: School Library Media

Type of Change Requested: Addition

Term to Take Effect: Summer 2019

Rationale: needed to strength teacher candidate skills in collection development and collection curation for children