COMMITTEE ON INSTRUCTION AND CURRICULUM

16-17 CIC 102
Monday, April 17, 2017

TO: The Academic Senate
FROM: Committee on Instruction and Curriculum (CIC)
SUBJECT: 16-17 CIC 102: Hybrid modification for the Single Subject Credential Program
PURPOSE: Approval of the Academic Senate

ACTION REQUESTED: That the Senate approve the Single Subject Credential program delivering its program more than 50% online.

BACKGROUND INFORMATION:
The Senate process for approving transformed degree programs for the semester calendar is defined by 14-15 CIC 36. The semester version of the program was approved earlier this year (see 16-17 CIC 94). However, the program also proposes to have graduates take more than 50% of the courses online, making it a hybrid program. This requires Senate approval. The Committee unanimously recommended approval of the request at its April 17, 2017 meeting. The proposal may be viewed within Curriculog; the summary is attached as a PDF document per ExCom’s request.
Single Subject Credential Program
7. Semester Conversion Request for Online/Hybrid Program Modification

General Information

***READ BEFORE YOU BEGIN***

Use this form to request to move existing fully on-ground programs, to an online or hybrid format. If any there is any pathway in your program that leads to a 50% or more online or hybrid offering and no prior approval was granted, you will need to complete this form.

STEP ONE: Turn on help text, by clicking the Show Help Text icon above this section of the form.

STEP TWO: Complete all required fields below.

STEP THREE (*CONDITIONAL*): Complete form 2b. General Education Course Request for any courses within your program that are intended to meet General Education-Breadth Requirements.

First Term: Fall 2018

Effective Catalog: 2018-2019

Department Name:* Department of Teacher Education

Program Name:* Single Subject Credential Program

Requesting to move this Program to: *

- [ ] Fully-Online Format
- [x] Hybrid Format

Click Here to list all courses to be offered in an online or hybrid format.

Attach list of courses to this proposal by scrolling to the top of this form and selecting the files icon in the proposal toolbox.
1. Discuss the **instructional methods that will be used** for offering the program content in an online or hybrid format

Courses will be developed so that they may be facilitated as on ground, online, or hybrid delivery models. Lectures/demonstrations and assignments related to different aspects of the course will be constructed in accessible formats. Online delivery models will feature the use of the University’s Learning Management System (presently Blackboard), supplemented with modalities allowing for synchronous and/or asynchronous interaction among students, and between students and the instructor. The manner of course delivery will be agreed upon by the Department Chair and the Course Instructor, in consideration of the instructor's expertise and the needs of the students as cited below.

2. Discuss faculty’s current training and experience, and how the department will ensure that future faculty will know how to teach online or in a hybrid format.

**Experience:**

The Department Chair shall only assign online or hybrid courses to faculty who meet one or more of the following criteria:

- (1) Academic preparation in online/hybrid teaching, as evidenced by successful completion of graduate coursework in online/hybrid teaching; OR
- (2) Scholarship in online/hybrid teaching (publications, conference presentations, professional consultancies in online/hybrid teaching); OR
- (3) Participation in: (a) University online/hybrid teaching programs (offered by the Office of Faculty Development, Online & Hybrid Support, etc.); (b) the 2013-2014 and 2014-2015CEAS e-Learning Initiative; OR
- (4) Successful teaching of online/hybrid courses in at least three quarters, as evidenced by positive student evaluations and peer evaluations of online/hybrid course materials.

**Support/Training:**

Faculty teaching this course in online and hybrid courses will have the following sources of support/training:
(1) The CEAS Online/Hybrid Mentoring Team. Two CEAS faculty with the highest levels of expertise in online/hybrid teaching will each receive 3 semester units of assigned time annually to provide support and training to CEAS faculty teaching online and/or hybrid courses.

(2) University resources, including the Office of Faculty Development and Online & Hybrid Support.

3. Discuss, below, how the department will assess the quality of the online and/or hybrid instruction to ensure it is equal or superior to the program’s on-ground instruction.

**NOTE:** Assessment of learning is NOT addressed through STUDENT EVALUATIONS.

**Assessment of Learning:**

In addition, to student evaluations, the quality of online and hybrid courses will be assessed through the following processes:

(1) Peer online observations of online/hybrid courses, consistent with section 15.14 of the CBA;

(2) Secondary analysis of student work completed in online/hybrid courses, analyzed as part of the Department’s ongoing assessment Program Learning Outcomes.

4. How will changing the teaching format to online or hybrid affect the resources needed for the program?

**Resource Implications:**

There are no additional resources required.
consulted and raised no objections:

| Did not consult any departments outside of my own/no other departments are impacted. |
## Steps for Single Subject Credential Program

### Originator

**Participants**
- **Eric Engdahl** 12/2/2016 5:29 PM

**Activity**
- Required for Approval: **100% required**
- Date Completed: 12/2/2016 5:29 PM
- Changes: No
- Comments: No

### Department Chair

**Participants**
- **Eric Engdahl** 1/10/2017 4:14 PM

**Activity**
- Required for Approval: **100% required**
- Date Completed: 1/10/2017 4:14 PM
- Changes: Yes
- Comments: No

### Dean's Office Review

**Participants**
- **Patricia Irvine** 1/11/2017 12:09 PM

**Activity**
- Required for Approval: **100% required**
- Date Completed: 1/11/2017 12:09 PM
- Changes: No
- Comments: No

### College Curriculum Committee Approval

**Status:** Approved
### Participants

<table>
<thead>
<tr>
<th>College of Education and Allied Studies Curriculum Committee</th>
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<td>Patricia Irvine * 1/11/2017 12:09 PM</td>
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### Activity

- **Required for Approval:** 50% required
- **Date Completed:** 1/11/2017 12:09 PM
- **Changes:** No
- **Comments:** No

* * Agenda Administrator *

### Dean's Office Approval

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<td>Patricia Irvine 1/11/2017 12:09 PM</td>
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### Activity

- **Required for Approval:** 100% required
- **Date Completed:** 1/11/2017 12:09 PM
- **Changes:** No
- **Comments:** No

### APGS (Technical Review)

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<td>Sandra Claflin 3/9/2017 2:29 PM</td>
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### Activity

- **Required for Approval:** 100% required
- **Date Completed:** 3/9/2017 2:29 PM
- **Changes:** No
- **Comments:** No

### APGS (AVP Review)

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<td>Donna Wiley 3/24/2017 10:38 AM</td>
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### Activity

- **Required for Approval:** 100% required
- **Date Completed:** 3/24/2017 10:38 AM
- **Changes:** No
- **Comments:** No
### Committee on Instruction and Curriculum

**Participants**
- **Academic Senate**
  - Sophie Rollins *
- **CIC**
  - CIC 4/17
  - Sophie Rollins *
  - Mitch Watnik *

**Activity**
- Required for Approval: 100% required
- Time Spent: 24 days
- Changes: No
- Comments: No
- Agenda: Yes

* Agenda Administrator

### Executive Committee

**Participants**
- **Academic Senate**
  - Sophie Rollins *
- **ExCom**
  - Mark Karplus *
  - Sophie Rollins *

**Step Details**
- Required for Approval: 100% required
- Work: comment
- Agenda: Yes

* Agenda Administrator

### Academic Senate

**Participants**
- **Academic Senate**
  - Sophie Rollins *

**Step Details**
- Required for Approval: 100% required
- Work: comment
- Agenda: Yes

* Agenda Administrator

### President's Office

**Status:** Incomplete
### Participants

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<td>Sophie Rollins *</td>
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### Step Details

- **Required for Approval:** 100% required
- **Work:** comment
- **Agenda:** Yes
  * **Agenda Administrator**

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### APGS (Final Review & Export)

**Status:** Incomplete

### Participants

<table>
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<tr>
<th>Sarah Aubert</th>
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<td>Sandra Claflin</td>
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### Step Details

- **Required for Approval:** 100% required
- **Work:** edit, comment
Attachments for Single Subject Credential Program

online-hybrid-program-modification ss page 1.pdf (uploaded by Eric Engdahl, 12/2/2016 5:28 pm)

online-hybrid-program-modification ss page 2.pdf (uploaded by Eric Engdahl, 12/2/2016 5:28 pm)

online-hybrid-program-modification ss page 3.pdf (uploaded by Eric Engdahl, 12/2/2016 5:29 pm)
Comments for Single Subject Credential Program

There are no comments available for this proposal.

Decision Summary for Single Subject Credential Program

<table>
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<tbody>
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