

# ROWAN UNIVERSITY CURRICULUM PROPOSAL

*minor change*

**PROPOSAL TITLE:** 0827.600 and 0827.601 Practicum and Seminar in Administration and Supervision I and II  
(Minor Course Change)

**CHECK APPROPRIATE:**  UNDERGRADUATE  GRADUATE  SEMESTER HOURS

**SPONSOR(S):** Drs. Ronald L. Capasso and Edward H. White, Jr.

**DEPARTMENT/TELEPHONE #** 256-4701

**CHECK ONE:**  COURSE  MINOR PROGRAM  CONCENTRATION  SPECIALIZATION  
 ACHIEVEMENT CERTIFICATE  CERTIFICATION PROGRAM  MAJOR PROGRAM

Step #1 (Department)	Step #2 (Receipt)	Step #3 (School)
<input checked="" type="checkbox"/> Approved (Date) <u>10/21/97</u> <input type="checkbox"/> Not Approved (Date) _____  <u>Edward H. White Jr.</u> Dept. Curriculum Chr.  <u>10/21/97</u> Reviewed (Date)  <u>Edward H. White Jr.</u> Dept. Chr.	SCC# <u>97-98-75</u>  <u>10-21-97</u> Date Received Senate  <u>Frankie Lewis</u> Senate Curriculum Chr.	Reviewed Date: <u>11/24/97</u> <input checked="" type="checkbox"/> Recommend to Approved <input type="checkbox"/> Recommend NOT to Approve  Forward for Open Hearing: <input checked="" type="checkbox"/> WITHOUT Reservations <input type="checkbox"/> WITH Reservations: Comments:  <u>L. Marcus</u> School Committee Chr.

**Step #4 (Academic Dean):**  Recommended  NOT Recommended  Conditionally Recommended (See Comments)

Comments: \_\_\_\_\_

Dean Signature/Date [Signature] 1/16/98

**Step #5 (Senate Curriculum Committee):** Open Hearing Date: 2/20/98 Approved by Curriculum Committee Date \_\_\_\_\_

Returned to Sponsor(s) for the following reason: \_\_\_\_\_

**Step #6 (Senate)** Date announced/voted on at Senate 2/25/98 If voted on:  Approved  NOT Approved

Date forwarded to Executive Vice President/Provost 2/25/98

Senate Curriculum Committee chair Signature/Date: [Signature] 2/25/98

**Step #7 (Executive Vice President/Provost):** Date Received 1998

Approved

NOT Approved If no, reasons are as follows:

Student Credit Hours 3

Faculty Load Hours 2

Equalized Credit Hours \_\_\_\_\_

Official Copy & Approval Sheet Filed (Date) 2/24/98

Executive Vice President/Provost Signature [Signature]

**Registrar**

Date Approved Course Description Received \_\_\_\_\_

Hegis Taxonomy and Course Number Assigned 0827-600(601)

Date/Signature of Registrar [Signature] 3/2/98

**Notification Forward:**

Senate Curriculum Committee Chairperson

Department Chairpersons

Academic Dean(s)

Registrar

Sponsor(s)



## **COURSE PROPOSAL**

COURSE TITLE: 0827.600 and 0827.601 Practicum and Seminar in Administration and Supervision I and II

SPONSORS: Drs. Ronald L. Capasso and Edward H. White, Jr.

CREDIT HOURS: Three (3) each

COURSE LEVEL: Graduate

PREREQUISITES:

Completion of all course work for the Masters of Arts degree in School Administration, Supervision and Curriculum Development, or School Business Administration.

SUGGESTED TIME AND SCALE OF IMPLEMENTATION:

The initial implementation of this request would be during the Fall and Spring semesters of 1998-99 and each Fall and Spring semester thereafter.

CURRICULAR EFFECT:

Currently, these courses are taught over two semesters for four (4) credits per semester. Given the acceptance of the curriculum proposal for the development and implementation of the two (2) credit course "Research Proposal Development for the Practicum and Seminar in School Administration/Supervision I and II, the two above mentioned courses would have to be reduced to two three (3) credit courses.

RESOURCES REQUIRED:

This request will not require any additional resources beyond the Department's current capability.

LIBRARY RESOURCES:

Current library resources are adequate to address material needs in the focus area of these courses, however, additions to the collection in the specific problem areas of the courses will be the focus of continuing curriculum development.

## RATIONALE:

The purpose of this request is related to the creation of a new course for school administration and supervision and curriculum interns focused on the development of a research proposal for their field experiences. Currently, interns do not receive credit for the development of their research proposals. This activity is conducted during the spring and summer prior to their field experience. It is done on an individual basis, in an unofficial, informal tutorial setting. Given the amount of work, the skill level, and the learning curve that must be mastered to be successful in this endeavor, it is most appropriate to remand this experience to a regular instructional setting. Since the research proposal development is an integral part of the internship experience, it is fitting to request that the credits earned for this work be taken from the current Practicum/Seminar in Administration and Supervision I and II courses.

## ESSENCE OF THE COURSE:

### Objectives of the Course:

Upon completion of these courses, students will be able to demonstrate an ability to:

1. Understand, articulate, and discuss current issues relating to such topic areas as educational leadership, school law, curriculum, observation and evaluation of teacher performance, parenting, school negotiations, financing of education, urban education, rural education, and governance.
2. Distinguish among and define institutional-wide, unit-wide, and site specific problems that are inhibiting an organization from achieving its appointed mission and goals.
3. Implement an action plan that will lead to an understanding of how to solve specific problems that inhibit an institution from achieving its appointed mission and goals.
4. Work with appropriate groups in the implementation of an action plan designed to solve specific problems that inhibit instructions from achieving their missions and goals.
5. Identify appropriate resources that could contribute to the solution of institution-wide, unit-wide, and site specific problems that are inhibiting the organization from achieving its appointed mission and goals.
6. Conduct data collection activities with representative groups (institution-wide and community-wide) to determine problems and attitudes concerning institutional issues.

7. Implement in-service programs to meet the unique needs of faculty and staff regarding the conduct of their duties and responsibilities to help the institution achieve its appointed mission and goals.
8. Make presentations to various groups regarding institutional problems and their respective solutions.
9. Understand the State, legal, economic, socio-cultural, and policy limitations on various types of leadership behavior.
10. Coordinate innovative solutions to institutional problems.

#### Topical Outline and Content

- I. Leadership for the 21<sup>st</sup> Century
- II. Legal Update: The Law and New Jersey Schools
- III. Public Relations Programs for Educational Institutions
- IV. Current Issues on the Observation and Evaluation of Teacher Performance
- V. Labor Relations: Negotiations and the Role of the School Administrator
- VI. Current Issues on Special Education
- VII. Handling Conflict and Diversity in Educational Institutions
- VIII. The Role of the Committed Parents in Their Children's Education
- IX. Current Issues in Curriculum for New Jersey Schools
- X. Preparing for the Comprehensive Examination

#### Evaluating and Grading Procedures for Students:

All interns are evaluated on the final copy of their masters thesis, project portfolios, final copy of their interactive, reflective journals and their performance in the field. A grade is issued for every submission of a draft copy of each thesis chapter. These grades are "grades in progress" and are not cumulative. A final grade is issued at the end of the first semester on all work completed to that point. All interns are expected to have completed at least the first two chapters of their thesis by the end of the first semester. A second final grade is issued at the end of the spring semester. This grade is determined by the quality of all final course products and field performance.

### Course Evaluation:

These courses are evaluated annually in accordance with University, College, and Department requirements. In addition, student interns are afforded an opportunity to recommend course modifications, in accordance with their perceptions of how well their seminar and practicum experiences facilitated their individual objectives and goals. A conference of all interns who aspire to administrative positions, during the succeeding years of their intern experience, is held in December of that year. This conference is a time for interns to express their opinions of how well they were prepared to meet the challenges of their new positions.

### RESULTS OF CONSULTATIONS:

Consultation, for this proposal, was sought at the same time as it was for the proposed new course, "Research Proposal Development for the Practicum and Seminar in School Administration/Supervision I and II." The three individuals who were asked to comment on this proposal were:

1. Dr. Thomas Monahan, Associate Provost, Academic Administration
2. Dr. Marion Rilling, Dean, The Graduate School
3. Dr. David Kapel, Dean, College of Education

All of these individuals supported this request by virtue of their support of the development and implementation of the aforementioned new course.

### ADDITIONAL INFORMATION AND COMMENTS:

None at this time.



*President's Office*

April 13, 1998

Dr. Arnold Speert, President  
William Paterson University  
Wayne, New Jersey 07470

Re: Nomenclature Changes of Programs at Rowan University

Dear Dr. Speert:

Rowan University wishes to report the following nomenclature changes in two of its academic programs. These changes have been approved by the deans of the colleges in which they are housed, the University Senate Curriculum Committee, and the Executive Vice President/Provost. The University Board of Trustees formally approved these nomenclature changes at its public meeting on April 8, 1998. There are no changes to the curricula or resources for either of these two programs.

From:  
Master of Arts in Community College Education  
Bachelor of Fine Arts in Art

To:  
Master of Arts in Higher Education  
Bachelor of Fine Arts in Studio Art

If you have any questions or desire additional information, please contact me.

Sincerely,

Herman D. James  
President

mc

enclosure

c: Dr. Martine Hammond-Paludan, Executive Director, New Jersey Commission on Higher Education  
Dr. Edward Yaw, Chair, New Program Review Committee  
Dr. Carol Matteson, Executive Vice President/Provost  
Dr. David E. Kapel, Dean, College of Education  
Dr. Edward H. White, Chair, Educational Leadership Department  
Dr. Donald Gephardt, Dean, College of Fine and Performing Arts  
Dr. George Neff, Chair, Art Department