# Curriculum Proposal

ED 15-16 #3

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BSU Curriculum Forms

Form 1

Curriculum Modification Summary

College: Health Science and Human Ecology
Department: Professional Education
Proposer: Tim Goodwin
Proposer’s position: Department Chair
Describe the modification(s) you propose, and how it (/they) will work to students' advantage.
(This description and explanation will be included in Curriculum Report packets forwarded to the Faculty Senate.):

The professional education department would like to change the admission policy as such:
- Increase the minimum entrance GPA from cumulative 2.5 to cumulative 3.0 starting in the fall of 2016. Change the exit GPA requirement to a 3.0 in “ED” and “SPED” prefix courses. This is a necessary modification as part of seeking national accreditation through CAEP. In reviewing semesters, of the 54 students who graduated in the spring of 2015, only 2 had a GPA lower than 3.0. Of the 68 who graduated the spring of 2014, only 5 had a GPA below 3.0
- Limit admission for the campus-based program to 64 students. Currently, there is no cap. Consequently, it is not possible to predict how many students will be in the program as each cohort progresses, meaning that some terms we have to add extra sections of courses in the 2nd or 3rd term of the program. When this occurs, we are required to use adjuncts for those sections or, as in the case of the fall of 2015, use adjuncts to teach required foundations of education courses. This weakens the consistency of an overall curriculum that is heavily structured and sequential due to licensure and state standard requirements. If we do not offer the extra sections, then students on waiting lists are forced to either take courses out of sequence and get waivers for prerequisites or delay student teaching and graduation for a term or possibly longer. Capping enrollment at 64 will allow for more consistent course scheduling and staffing.
- Criteria have been established for an admissions committee to select 64 candidates in the event of more than 64 applying for admission to the undergraduate education program. See attachment for details.

Modifications proposed (specify number of each):
  _____Course Modification(s) (form 2)
  _____New Course(s) (form 3)
  _____Course Drop(s) (form 4)
  _____Program Modification(s) (form 5)
  _____New Program(s) (form 6)
  _____Program Drop(s) (form 7)

The modifications affect (check):
  _____Liberal Education
__X__ Undergraduate Curriculum
_____ Graduate Curriculum
__X__ Teacher Licensure Program(s)
BSU Curriculum Forms

Form 5

Program Modification Form

Program to be modified: Undergraduate Education

List all proposed change(s):

From Current Catalog

For All Education Majors
General Entry Requirements

A Basic Skills test (MTLE) taken and on file. (If all sections of the test are not passed, a plan for remediation must be completed, filed with the Clinical Experiences Office, and be approved, prior to the completion of ED 3100.)

30 semester credits completed

2.50 GPA

General Exit Requirements

A minimum GPA of 2.50 in professional education, major/minor, and overall course work.

Signed forms by the cooperating teacher and the faculty supervisor that the student has satisfactorily completed student teaching for each licensure sought.

Scores at or above minimums on basic skills tests required by the State of Minnesota or Department of Professional Education.

An acceptable score on standardized professional field

Proposed for Catalog

For All Education Majors
General Entry Requirements

A Basic Skills test (MTLE) taken and on file. (If all sections of the test are not passed, a plan for remediation must be completed, filed with the Clinical Experiences Office, and be approved, prior to the completion of ED 3100.)
A completed basic skills test, or equivalent (approved by Minnesota Board of Teaching) taken and on file.

30 semester credits completed

2.50 GPA

3.0 cumulative GPA

General Exit Requirements

A minimum GPA of 2.50–3.0 in professional education/special education courses. in professional education, major/minor, and overall course work.

Signed forms by the cooperating teacher and the faculty supervisor that the student has satisfactorily completed student teaching for each licensure sought.

Scores at or above minimums on basic skills tests required by the State of Minnesota or Department of Professional Education.

An acceptable score on standardized professional field competency assessments.

Reason(s) for the change(s):

- The specific name of the required basic skills test (currently MTLE) and the use of equivalent tests such as ACT and SAT can be changed during any legislative session. Therefore, wording that does not require curriculum review process to stay current with legislated mandates is necessary.
- Increase the minimum GPA from 2.5 to 3.0 starting in the fall of 2016. This is a necessary modification as part of seeking national accreditation through CAEP. In reviewing semesters, of the 54 students who graduated in the spring of 2015, only 2 had a GPA lower than 3.0. Of the 68 who graduated the spring of 2014, only 5 had a GPA below 3.0.
- Exit requirement should match the entrance requirement.
- Passing of the basic skills test is subject to legislative change, can be taken and passed after graduation and therefore is beyond the prevue of Professional Education and BSU.

Note: In order to avoid hidden prerequisites, if a course is being dropped from this program (but not from the entire curriculum), please check for which remaining courses may include this dropped course as a prerequisite. Course prerequisites may be found in the online catalog (http://www.bemidjistate.edu/academics/catalog/). Remedies for hidden prerequisites may be found under Curriculum Forms at (http://www.bemidjistate.edu/faculty_staff/faculty_association/forms/).
Note: If a course from another department/program was either added to or dropped from this program, please notify the chair/coordinator of that course's department/program and indicate the following:
The course’s home department/program was notified of the addition or dropping of their course(s) on ________ (date) by __________________ (mail, email, or phone).

Departments were notified of proposed revision by email on 10/30/15. Comments are included at the end of the proposal.

Please check one of the items below:

______ No comments were received from other programs or departments within one week of the notification.

_______ Comments were received within one week of the notification, and are attached.

Note: If this is a joint program, the signatures of both department chairs (and both deans, if different colleges) must be provided.

Alert: Attach a copy of the current program showing the marked changes. Please copy the current program from the online catalog (http://www.bemidjistate.edu/academics/catalog/) and paste it into Word. Then use either the Track Changes feature under Tools, or the underline and strikethrough Font feature under Format. (Please note that the Track Changes feature may be easily switched on and off by holding down the Ctrl+Shift+E keys.)
BSU Curriculum Forms

Form 8

Signatures

_ Tim Goodwin /Department Chair-Professional Education /10.30.2015_
Proposer / Title / Date

_ Tim Goodwin / Professional Education / 10.30.2015 ___________________________
Chair or Director / Department or Program / Date

Note: "All departmental recommendations [on curriculum] must be reviewed and approved by the department's faculty."--IFO/MnSCU Master Agreement 2009-2011, 20.A.3 (p. 80).

_ Troy Gilbertson / Health Sciences and Human Ecology / 10.30.15 ___________
Dean / College / Date

[Note: at this point, packet goes to Academic Affairs Office.]
Department of Professional Education

Teacher Education Admission Application

Students seeking admission to Professional Education Programs must complete the Teacher Education Application Form with the necessary attachments and submit their applications to the Office of Professional Education in Bensen Hall 339.

Application Priority Deadlines:
Please refer to the Professional Education website found at for application dates and deadlines at http://www.bemidjistate.edu/academics/departments/professional-education/

Admission Requirements:

1. Cumulative GPA of 3.00
2. Completed 30 Liberal Education Credits
3. Must have taken either the MTLE Basic Skills Tests or have met state requirements for ACT or SAT*
4. Must attach one of the following for a Professional Recommendation:
   a) Recommendation Letter from an individual who can speak to your interaction with children OR someone who can speak to your experience in education, training, mentoring, etc.
   OR
   b) Documentation of completion of a course that introduced you to the teaching profession
5. Must attach a 500 word essay titled “Why Teach?” in APA format with the proper citation of at least 1 source

Note: Field experiences and student teaching require school district criminal background checks. If you think you may have an issue you may want to initiate a background check yourself before you seek admission. Applicants with any prior conviction(s) may be unable to complete a program of study in education. Your disposition for the role of professional educator will be assessed throughout the program. This includes things such as attendance, reliability, communication skills, etc..(do we want to add an “etc.”? –M.E.)

Each term the Professional Education Department will admit the top 64 students into the campus-based program and top 40 students into the DLiTE program based on the above criteria.

*The following ACT/SAT scores exempt candidate from MTLE Basic Skills Tests:
   • ACT Composite ≥ 22 AND Combined English/Writing ≥ 21
   • SAT Reading 510; Writing 510; Math 520
Teacher Education Application Form

This form must be submitted to the Department of Professional Education before the student will be allowed to register for ED courses. Documentation the student has taken the MTLE Basic Skills (Reading, Writing & Math) or equivalent ACT/SAT scores must also be on file in the Education Office.

Date of Application: ___ ____  Semester Seeking Admission: ___ __

Name: ____________ ____________ ____________  Student ID: ___ ___
       (Last)  (First)  (Middle)

Local Address: ____________  (Address)  ____________  (City)  ____________  (State)  ____________  (Zip)  ______

Local Phone Number: ___ ____________  CELL  HOME  WORK  (Circle One)

Major: ____________  Minor/Endorsement: ____________

Cumulative GPA: ___  Is this GPA from another institution?  □ Yes  □ No

Number of Credits you will have completed by the end of this semester: ___ ___

Which of these are you using to meet the testing requirement? (see number 3 on back)
□ Proof of having taken the MTLE Basic Skills (Reading, Writing and Math) on file
□ ACT Composite ≥ 22  AND  Combined English/Writing ≥ 21
□ SAT Reading 510; Writing 510; Math 520

Have you confirmed with the Advising Coordinator one of these is on file? □ Yes  □ No

________________________________________  __________
Signature  Date

For Office Use Only

Accepted: ___ ___  Denied: ___ ___  Date: ___ ___

Bemidji State University
1500 Birchmont Drive NE #35
Bemidji, Minnesota 56601
(218) 755-3781
Here’s a question from Heidi with my answer.

This wouldn’t go into effect until Fall of 16 and those in would grandfather in through the old requirements. However, 2.2 is below the 2.5 minimum, so not sure she would be accepted anyway. My process for waiving the GPA is to look at the historical trend for transfer students, and if we think the GPA is due to issues now resolved then we admit provisionally and allow them to establish a BSU GPA.

Hi Tim-
How does this apply to FasTrack students? For example, I have a current applicant who has a Cumulative GPA of 2.2 from UIowa. Will she be rejected?
Heidi

Dr. Heidi B. Hansen
Associate Professor, Math/CS
Bemidji State University
Hhansen@bemidjistate.edu

Tim:
One clarification…do you mean 64 students admitted per year or per semester? In the description I think it might be helpful to add a phrase to clarify?

Donna

Donna K. Palivec, Ed.D
Professor/Chair

Department of Human Performance, Sport & Health
What John said.

I agree with you on this one, Tim. Provided there is enough the wiggle room to admit students provisionally with a GPA lower than 3.00, I feel that the more rigorous 3.00 threshold would ultimately benefit the students after they graduate. The current trend is for an increasingly competitive job market in almost all fields of education.

Dr. John Ellis
Department of Humanities
Bemidji State University
The CAEP requirements are for an average of 3.0 for an entering cohort. Within the CAEP documents, it is ironic that the next requirements is efforts to diversify the pool of teacher candidates. Therefore we take this to mean that we can admit students provisionally with lower GPA while keeping the average at 3.0 or higher.

Glen made a good point when I was discussing this with him. Many minorities, including Native American students, start out with low GPAs, but improve as they move through college. Requiring a high GPA for admission could be perceived as discriminatory against minorities. Is this on anyone else’s mind or have you had any other feedback in this regard?

My comment on it is “Are we requiring everyone to be above average?” Cue Prairie Home Companion...

Heidi

Dr. Heidi B. Hansen
Associate Professor, Math/CS
Bemidji State University
HHansen@bemidjistate.edu
Attached is a revised version of the admissions policy being proposed. The previous version called for changing entrance and exit GPA from cumulative 2.5 to cumulative 3.0. This revised version keeps the cumulative 3.0 for entrance but changes the exit to 3.0 in ED/SPED courses only.

Therefore I am sending it out again for feedback from other departments.

Thank you

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