Instructions: Please use one form for each request/action. Clearly mark all changes using Track Change or strikethroughs for deletions and underlines for additions. Following the approval of the appropriate college curriculum committee, a single representative for the college will e-mail the completed form to the Office of the Provost and Executive Vice President, provost@uidaho.edu for approval and then submission to the Academic Publications Editor in the Registrar’s Office for review by the University Curriculum Committee (UCC).

Deadline: This form must be submitted to the Office of the Provost and Executive Vice President by December 15th for inclusion in the next available General Catalog and to be available for scheduling beginning with the next summer session.

When applicable a Curriculum Change Form and Course Approval Forms must accompany the short form when submitted to provost@uidaho.edu

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**Submission Information**

This section must be completed

<table>
<thead>
<tr>
<th>College:</th>
<th>Education</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department/Unit:</td>
<td>Curriculum &amp; Instruction</td>
</tr>
<tr>
<td>Dept/Unit Approval Date:</td>
<td>November 11, 2016</td>
</tr>
<tr>
<td>Vote Record:</td>
<td>Aye: 17 Nay: 0 Abstain: 0</td>
</tr>
<tr>
<td>College Approval Date:</td>
<td>CCC: 11/30/16</td>
</tr>
<tr>
<td></td>
<td>TECC: 12/1/16</td>
</tr>
<tr>
<td></td>
<td>CoE: 12/9/16</td>
</tr>
<tr>
<td>Vote Record:</td>
<td>Aye: 12 Nay: 0 Abstain: 0</td>
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<tr>
<td></td>
<td>Aye: 11 Nay: 0 Abstain: 0</td>
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<tr>
<td></td>
<td>Aye: 45 Nay: 0 Abstain: 0</td>
</tr>
<tr>
<td>CIP code (Consult Institutional Research):</td>
<td></td>
</tr>
<tr>
<td>Primary Point of Contact (Name and Email):</td>
<td>Taylor Raney <a href="mailto:tcraney@uidaho.edu">tcraney@uidaho.edu</a></td>
</tr>
</tbody>
</table>

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**Rationale and Overview of Program Component Request or Name Change**

This section must be completed

Provide the rationale and overview of this request. Include an explanation of how the department will manage the added workload for a new program component; describe whether the program component curriculum and admissions requirements remain the same; describe the rational for a name change or degree designation change if applicable.

The Curriculum & Instruction Department seeks to include the option to add a K-12 Literacy endorsement to options available to elementary and secondary teacher education candidates. Elementary candidates are currently required to seek a teaching endorsement in addition to the “All Subjects K/8” requirement. Surveys of current candidates have indicated a strong interest in a literacy program. It will provide prospective teachers a strong base for understanding how to support students in development of literacy in all grades K-12.

Initial approval will also be sought through the Idaho Professional Standards Commission and Idaho State Board of Education. Upon conditional approval, the program will enroll and matriculate students for three years prior to application for full approval through those entities. Ongoing assessment will be completed in tandem with assessment of all current teacher endorsement programs, through analysis of evidence against the Idaho Standards for Initial Certification of Professional School Personnel. Additionally, the Idaho Professional Standards Commission will thoroughly review the program and recommend approval to the Idaho State Board of Education in an ongoing seven-year rotation.

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**Name or Degree Change Only Requests**

Leave blank if not making a name and/or degree change only request

This section to be completed ONLY for changes to the name of: degree, major, minor, option, emphasis, certificate, teaching endorsement. If there are accompanying curriculum or course changes, complete the next section and attach the curriculum and/or course forms. **Note: a substantive change to a program degree, major, or program component may require a program proposal form.**

Current Name: 
### Program Component Request

Leave blank if not adding, discontinuing, or modifying a program component. Program components consist of option, emphasis, minor, academic certificate less than 30 credits, or teaching endorsement.

Clearly mark all changes to existing program components by using Track Change or strikethroughs for deletions and underlines for additions. A curriculum change form and/or course approval forms associated with this request are required to be submitted with this short form.

<table>
<thead>
<tr>
<th>Create New:</th>
<th>Modify:</th>
<th>Discontinue:</th>
<th>Implementation Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>x</td>
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<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Graduate Level:</th>
<th>Undergraduate Level:</th>
<th>Law Level:</th>
<th>Credit Requirement:</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>x</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Are new courses being created: **No** **Yes**
If yes, how many courses will be created: __________

If the request is for an option or emphasis enter the associated major and degree:

<table>
<thead>
<tr>
<th>Major:</th>
<th>Secondary Education</th>
<th>Degree:</th>
<th>B.S.Ed.</th>
</tr>
</thead>
</table>

Enter the name of the program component in the appropriate row:

<table>
<thead>
<tr>
<th>Option:</th>
<th>Emphasis:</th>
<th>Minor:</th>
<th>Academic Certificate less than 30 credits:</th>
<th>Teaching Endorsement (Major/Minor):</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Literacy (teaching minor)</td>
</tr>
</tbody>
</table>

### Learning Outcomes and Assessment Information

This section must be completed if program component request section is completed.

1. List the intended learning outcomes for the program component, using learner centered statements that indicate what will students know, be able to do, and value or appreciate as a result of completing the program:

See attached

2. Describe the assessment process that will be used to evaluate how well students are achieving the intended learning outcomes of the program component:

Assessment of this program will fall under the processes used to evaluate all other teaching emphases. Data are collected through an online information management system and used in program, department, and college meetings to make determinations regarding potential changes. The attached candidate learning outcomes are the driving factor in assessment and ongoing improvement. Signature assignments are employed in order to identify opportunities for improvement across the program. Each signature assignment is tagged with standards for which it is intended to demonstrate evidence for meeting. Rubrics for each signature assignment are detailed in syllabi and used across section of the courses.

3. How will you ensure that the assessment findings will be used to improve the program?
National (Council for Accreditation of Educator Preparation) and state (Idaho State Board of Education) accrediting bodies require evidence of employment of assessment findings in program improvement. The Department of Curriculum and Instruction employs an ongoing improvement process that compels faculty to employ assessment findings in any potential revisions to programs. The Literacy teaching minor program will become a part of the regular review process already in place for the other programs leading to recommendation for teacher certification/endorsement.

4. What direct and indirect measures will be used to assess student learning?
Candidates for this proposed strand within the existing C&I program will be assessed using a variety of methods, including assignments such as lesson plan creation and analysis of K-12 student work. Additionally, demonstration of competency in teaching the material to K-12 students is required. Candidates deliver literacy instruction to students in practicum settings, allowing program faculty to evaluate learning of the material and abilities to deliver it effectively.

5. When will assessment activities occur and at what frequency?
Assessment activities for teaching minors are ongoing, including annual evaluation by faculty and consideration every seven years by the above-mentioned accrediting bodies. Programs leading to recommendation for initial certification/endorsement at the University of Idaho College of Education are up for accreditation consideration during the 2020-21 academic year.

Financial Impact
This section must be completed if program component request section is completed

<table>
<thead>
<tr>
<th>Greater than $250,000 per FY:</th>
<th>Less than $250,000 per FY:</th>
<th>x</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brief Description of financial impact:</td>
<td>No new courses or sections are necessary to create in order to offer this teaching endorsement.</td>
<td></td>
</tr>
</tbody>
</table>

Distance Education Availability
This section must be completed if program component request section is completed

To comply with the requirements of the Idaho State Board of Education (SBOE) and the Northwest Commission on Colleges and Universities (NWCCU) the University of Idaho must declare whether 50% or more of the curricular requirements of a program may be completed via distance education. **If the program component is to be offered via distance education, additional or different formwork may be required.** Contact provost@uidaho.edu for assistance.

The U.S. Department of Education defines distance education as follows:

**Distance education means education that uses one or more of the technologies listed below to deliver instruction to students who are separated from the instructor and to support regular and substantive interaction between the students and the instructor, either synchronously or asynchronously. The technologies may include--**

1. **The internet;**
2. One-way and two-way transmissions through open broadcast, closed circuit, cable, microwave, broadband lines, fiber optics, satellite, or wireless communications devices;
3. **Audio conferencing; or**
4. Video cassettes, DVDs, and CD-ROMs, if the cassettes, DVDs, or CD-ROMs are used in a course in conjunction with any of the technologies listed in paragraphs (1) through (3).

Can 50% or more of the curricular requirements of this program component be completed via distance education? Yes* x No

*If Yes, can 100% of the curricular requirements of this program component be completed via distance education? Yes No x

Geographical Area Availability
This section must be completed if program component request section is completed

Identify the geographical area(s) this program component can be completed in:
Moscow x

Coeur d’Alene

Boise*

Idaho Falls*

Other** Location(s):

*Note: Programs offered in regions 3, 4, and/or 5 may require additional formwork from the State Board of Education. Contact the Office of the Provost and Executive Vice President for additional information.

**Note: If Other is selected identify the specific area(s) this program component will be offered.

Office of the Registrar Information

Implementation Effective Date:

Date Received by the Office of the Provost and Executive Vice President:

Date Received by Budget Office, if applicable:

Date Received by Institutional Research and Assessment:

Date Received by UCC Secretary: 1-19-17

UCC Item Number: UCC-17-034c

UCC Approval Date: 2/13/17 Vote Record: Unan

Faculty Senate Item Number:

Faculty Senate Approval Date: Vote Record:

General Policy Report Number or Faculty Meeting Date:

Office of the President Approval Date:

State Board of Education Approval/Acknowledgement Date:

22-Credit (K-12) Literacy Teaching Minor (22 cr)

Twenty (22) semester credit hours in the area of literacy:

EDCI 320 Teaching Reading and Literacy 3 cr
EDCI 448/ Introduction to ENL 3 cr
EDCI 548
EDCI 449/ ENL Methods 3 cr
EDCI 549
ENGL 241 Introduction to the Study of Language 3 cr
EDCI 466 Literacy Assessment and Intervention 3 cr
EDCI 322 Teaching Writing/Language Arts 3 cr
EDCI 409 Integrated Methods Practicum II 1 cr
EDCI 321 Literature for Children 3 cr

COMPLETION OF THE IDAHO COMPREHENSIVE LITERACY COURSE OR ASSESSMENT

To obtain a literacy endorsement, applicants must complete the Idaho Comprehensive Course or the Idaho Comprehensive Literacy Assessment (ICLA). By completing EDCI 320, 322 and 466, this requirement will be met.