





21st Century Learning and Leadership 2019-2020 Graduate Program Change Form

General Catalog Information

** Read before you begin **

1. **TURN ON** help text before starting this proposal by clicking  in the top right corner of the heading.
2. **IMPORT** curriculum data from the Catalog by clicking  in the top left corner.
3. **FILL IN** all fields required marked with an * after importing data. You will not be able to launch the proposal without completing required fields.
4. **DO NOT** type any changes before launching the proposal. If changes will occur in a required field, launch the proposal with existing attributes.
5. **LAUNCH** proposal by clicking  in the top left corner. **DO NOT** make proposed changes before launching proposal. Changes will only be tracked after proposal is launched.
6. **GO TO** discussion  in the right panel, and change "Show current" to "Show current with markup" to track changes.

For a new degree program, in addition to EPC program and course forms you must complete all procedures and forms found in the "SCHEV Proposal Guidelines."

Catalog Year of Implementation *

2019-2020

2019-2020

If retroactive, specify catalog year:

Hierarchy Owner*

Department of Education and Special Education

Department of Education and Special Education

Type of Program*

Major .

Endorsement

- Certificate .
- Concentration

Does this program lead to teaching licensure, or will it affect an existing program's licensure?*

Yes No

PROPOSED PROGRAM CHANGE INFORMATION

Title* 21st Century Learning and Leadership

Below, the Total Credits are for the entire program. If this program change is for a major, please list Total Credits as the credits for the entire degree, not just for the major.

Total Credits* 18

Are Total credits changing* Yes No

If total credits are changing, provide a justification

Enter a justification for the change in credit hours.

Delete program from Catalog* Yes No

Submit program to storage* Yes No

RATIONALE FOR PROGRAM CHANGES

Enter the rationale for program changes*

This certificate offering has not been available since the spring of 2014. Grant funding to continue offering the certificate was not available. Dr. Mano Talaiver, Director of the ITTIP, who offered the certificate retired in June 2015. The certificate program listing was removed from the 2016-2017 graduate catalog. This paperwork is to formally remove the program.

PROPOSED REVISION IN CATALOG DESCRIPTION OF PROGRAM

Program Catalog Description*


Dr. Manorama Talaiver, Program Coordinator
434.517.0717, mano@ittip.us

The certificate in 21st Century Learning and Leadership is designed for teachers, ITRT's, library media specialists and administrators who are currently employed in a school system. The purpose of this online program is to equip leasers and instructors for preparation of K-12 students working and living in a 21st century world. The framework for 21st century learning encompasses key elements of "skills, knowledge and expertise students should master to succeed in work and life in the 21st century (Partnership for 21st Century Skills). In order for schools and school divisions to implement 21st century learning, current educators must be prepared through special training. Applicants must possess a valid Virginia Collegiate Professional Licensue or equivalent from another state and have the capacity to work with students or teachers in an educational setting as the proceed through the program. This is an online certificate program.



Follow these steps to propose changes to the program curriculum:

Step 1 Add all courses to be used in program.

If you are removing courses, proceed to Step 2.

Start in  "View Curriculum Courses." There are two options to add courses for proposed changes: "Add Course" and "Import Course." For courses already in the catalog, click on "Import Course" and find the courses needed. For new classes going through a Curriculog Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.


Step 2 Set up program requirements.

Click on  "View Curriculum Schema." and select the core header of the program where you would like to add/remove courses to expand the section. Click on "Add Courses" to bring up the list of courses available from Step 1. Select the courses you wish to add. For removing courses click on the  and proceed.

Step 3 Review full program structure.

Click on  to view the full program.

Step 4 Track changes made

Go to discussion  in the right panel and select "Show current with markup". Click the core header of the program to expand the section and track changes.

Program Curriculum*	
Course(s) to be added:*	n/a
Course(s) to be removed:*	All six being submitted to storage.
Course(s) to be changed:*	n/a
Other Changes	

RESOURCE ASSESSMENT

Estimate additional staff requirements for the program change. *

n/a


Estimate the amount and cost of any extra equipment, library resources, computer hardware or software, or other resources that would be required to carry out the program change.*

n/a

AFFECTED DEPARTMENTS OR PROGRAMS

Run an Impact Report by clicking  in the top left corner and answer below according to the results.

If the proposed program changes could have an impact on other departments or programs, the appropriate affected chairs or program directors should be notified of the proposed changes. Where teaching licensure may be affected, the licensure officer should also be notified.

To notify the appropriate department chairs, request a custom route, navigate to the Proposal Toolbox and select Custom Route under the Decisions icon (). Once you make your decision the system will allow you to set up the requested ad-hoc step for each section: participants, rules, decisions, and deadlines/reminders.

A System Administrator will need to review and approve your request before it takes place.

List other departments /

n/a

programs that might be affected.*


[Empty form area]

List individuals contacted and date contacted.*

n/a

[Empty form area]

ATTACHMENT LIST

Please attach any required files by navigating to the Proposal Toolbox and clicking  in the top right corner.

Attach Fee Recommendation Worksheet

All curriculum proposals/changes are processed in the date order received. In order to be included in the next academic year's catalog, all paperwork must be submitted no later than:

- February 1 to the College Curriculum Committee
- March 1 to the Educational Policy Committee (EPC)

Changes that affect spring advising for fall classes must have received approval from EPC and Senate before the registrar opens up the fall schedule for registration in March. Such proposals should reach the chair of EPC by the end of the fall semester. Submission within the deadlines does not guarantee processing in time for the next academic year's catalog.

For the Curriculum Development Handbook and all forms, see <http://blogs.longwood.edu/curriculum/>.

REGISTRAR ONLY

Program OID

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Program Type

[Empty form area]

Degree Type	
Status	<input type="radio"/> Active-Visible <input type="radio"/> Inactive-Hidden