

Guidelines for Proposals Requesting Substitutions to the Education Core Curriculum

Beginning Date: November 1, 2012

The new Education Core Curriculum provides a developmental and clinical approach to the preparation of teachers with an emphasis on equipping teachers for the challenges of P-12 schools today, including how to effectively meet the diverse needs of learners. The Professional Education Unit Standards provide a framework for the new Education Core Curriculum and its assessment system. The Education Core Curriculum is intended to complement all teacher education programs. If, however, specific teacher preparation programs see that goals and learning outcomes of a Core course can be fulfilled by an existing, revised, or new course in the major, a request may be made for a substitution of the Core course.* This document outlines the guidelines for specific teacher preparation programs to submit requests for one or more course substitutions to the Education Core Curriculum.

**Due to the nature and content of the courses, substitutions are not permitted for EDUC 101, EDUC 400/401, and EDUC 402/403.*

Proposal Process

1. Submit "Intent to Propose" form to the department chair and dean (of the program course) for approval. Provide hard copy to Lisa Johnson in 143 Withers and send an electronic copy (without signature, if necessary) to johnsonle@winthrop.edu.
2. A time is scheduled during which the faculty member submitting the Intent to Propose meets with the Education Core Competency Committee to discuss the forthcoming proposal.
3. The committee provides feedback on the intent and makes recommendations for proposal submission.
4. If recommended to move forward, the faculty member submits the required full proposal and accompanying documents to Lisa Johnson (hard copy with signatures and electronic copy to johnsonle@winthrop.edu).
5. The Education Core Competency Committee meets to review and discuss the proposal and submit a decision to the dean.

Education Core Competency Committee

The dean of the College of Education will establish an Education Core Competency Committee to review proposals submitted. The composition of the committee will be:

- COE dean designee (facilitator of the process and the meeting)
- CAS dean designee
- CVPA dean designee
- A Core course team representative (will change based on the course under review)

If a committee member's program area has a proposal for review or if a committee member is unavailable for a meeting, the respective dean will designate an alternate to participate on the committee.

Decisions will be made through consensus rather than a voting process. The committee must meet in person to make decisions on proposals. A representative of the program that submitted a proposal may attend the meeting in order to answer questions that may arise. However, deliberations will be made without audience so that a consensus may be reached. If a proposal is not approved or cannot be considered due to lack of information or documentation, the program representative will be provided feedback and guidance for resubmission, as appropriate. If concerns arise regarding fairness of the process, the COE dean should be notified so that concerns may be resolved. However, the consensus decision of the committee is considered final.

If the course is approved as a substitution for a Core course, it will only apply to that program and not be considered a universal substitution for the Core course. Also, it must be agreed that faculty member who will teach the course on a regular basis will be full participants on the respective Core course team. Education Core Curriculum teams meet regularly to develop, update, and refine course content and assessments; collect, review, and report key assessment data; engage in inter-rater reliability studies, and address delivery issues that may arise.