



# Academic Affairs - Course Proposal Form

CALIFORNIA STATE UNIVERSITY, SACRAMENTO

<b>Academic Unit:</b> College of Education and College of Continuing Education		<b>Department Chair:</b> Dr. Bruce Ostertag (EDS) Dr. Bernice Bass de Martinez (CCE)	
<b>Type of Course Proposal:</b>  New <u>##</u> Change <u>__</u> Deletion <u>__</u>		<b>Date:</b> March 21, 2006	
<b>Does this course fulfill a requirement for single-subject or multiple subject credential students? Yes <u>__</u> No <u>##</u></b>		<b>For Catalog Copy: Yes<u>##</u> No <u>__</u></b>	<b>CCE: Yes<u>##</u> No <u>__</u></b>
		<b>Semester Effective: Fall <u>##</u> Spring <u>__</u> 200<u>6</u></b>	
<b>Prefix &amp;No.</b> EDS 530	<b>Title:</b> Project in Workforce Development Advocacy I		<b>Units:</b> 2

Change to:

<b>Prefix &amp;No.</b>	<b>Title:</b>	<b>Units:</b>
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### JUSTIFICATION:

One of the program concentration courses for new option in Workforce Development Advocacy (master degree option for students who have completed the BA in Vocational Education). This course is the first of two courses in which students will prepare project proposal as well as chapters one and two of the cohort project. Additionally this course is designed so students demonstrate their ability to translate program content to practice. In terms of preparation of Workforce Development Advocates, this course provides hands on practical experience.

### NEW COURSE DESCRIPTION: (Not to exceed 80 words, and language should conform to catalog copy.

See <http://www.csus.edu/acaf/univmanual/crspsl.htm> - Guidelines for Catalog Course Description

Working in a cohort group with program advisor, participants identify, develop, and research a project that is responsive to a recognized need that will have immediate impact on workforce development in a selected setting. The culminating project will be developed over a two-semester period. Part I – focuses on the identification of the agency to be served and the clarification of the product to be developed.

<b>Note:</b>	
<b>Prerequisite:</b> Admission to the program and admission to candidacy	
<b>Corequisite:</b>	
<b>CAN (California Articulation Number):</b> N/A	
<b>Graded: Letter <u>##</u> Credit/No Credit <u>__</u></b>	<b>Instructor Approval? Yes<u>##</u> No <u>__</u></b>
<b>Course Classification:</b> S25	<b>Title for SIS+ (not more than 25 characters)</b>
<b>Cross Listed?</b> Yes <u>__</u> No <u>##</u>	<b>If yes, with what course:</b>
<b>How Many Times Can This Course be Taken for Credit? One time</b>	

# FOR NEW COURSE PROPOSALS OR SUBSTANTIVE CHANGES ONLY:

**Description of the Expected Learning Outcomes:** Describe outcomes using the following format: “Students will be able to: 1), 2), etc.” See the example at <http://www.csus.edu/acaf/example.htm>

**Students will be able to: (show progress toward the completion of a culminating project)**

- a. interview and select agency to service
- b. clarify project deliverables with agency and course instructor (chapter 1)
- c. develop an extensive literature review (chapter 2)
- d. identify and assign group work tasks

\*\*Attach a list of the required/recommended course readings and activities [Note: it is understood that these are updated and modified as needed by the instructor(s).] This attachment should be forwarded only to your Dean's office, not Academic Affairs.

**Assessment Strategies:** A description of the assessment strategies (e.g., portfolios, examinations, performances, pre- and post-tests, conferences with students, student papers) which will be used by the instructor to determine the extent to which students have achieved the learning outcomes noted above:

**Student work (students will progress by holding interviews with potential agencies; defining and refining group project). Effective preparation and presentation of work project proposal; completion of chapter one (introduction); and chapter 2 (review of literature). All documents must meet standards set by the Department and the Office of Graduate Studies.**

**Quality of the individual reflection journal (journal reflects the willingness of and depth of self-assessment; understanding of importance of professionalism in association with the overall work; consistently reflects acceptance of responsibilities as a student and as a cohort member).**

**Instructor’s assessment of student ability to effectively work as a contributing team member as measured by the quality and quantity of work as well as the overall ability to work collaboratively within the team.**

For whom is this course being developed?

Majors in the Dept##\_\_ Majors of other Depts\_\_ Minors in the Dept\_\_ General Education\_\_ Other\_\_

Is this course required in a degree program (major, minor, graduate degree, certificate)? Yes ##\_\_ No\_\_

If yes, identify program(s): **MA in Education: Workforce Development Advocacy**

Does the proposed change or addition cause a significant increase in the use of College or University resources (lab room, computer facilities, faculty, etc.)? Yes\_\_ No ##\_\_

If yes, attach a description of resources needed and verify that resources are available.

Indicate which department or programs will be affected by the proposed course (if any).                     N/A                    

*The Department Chair's signature below indicates that affected programs have been sent a copy of this proposal form.*

**Approvals:** If proposed change, new course or deletion is approved, sign and date below. If not approved, forward without signing to the next reviewing authority, and attach an explanatory memorandum to the original copy.

**Signatures:**

**Date**

<b>Department Chair:</b>	
<b>College Dean or Associate Dean:</b>	
<b>CPSP (for school personnel courses ONLY)</b>	
<b>Director of Curriculum, Assessment &amp; Accreditation (for the Vice President for Academic Affairs)</b>	

**Distribution:** Academic Affairs (original and two copies) Department Chair and College Dean. A copy of this form should be e-mailed, along with the hard copies, as an attachment to [wylie@csus.edu](mailto:wylie@csus.edu) by the Dean's office after it is approved at that level.