UNIVERSITY FACULTY SENATE FORMS

Academic Program Approval

This form is a routing document for the approval of new and revised academic programs. Proposing department should complete this form. For more information, call the Faculty Senate Office at 831-2921.

Submitted by: Brad Glass phone number 831-1653
Department: School of Education email address bjglass@udel.edu
Date: August 27, 2014

Action: Disestablish major
(Example: add major/minor/concentration, delete major/minor/concentration, revise major/minor/concentration, academic unit name change, request for permanent status, policy change, etc.)

Effective term 15F
(use format 04F, 05W)

Current degree Master of Arts in Teaching (MAT)
(Example: BA, BACH, BACI, HBA, EDD, MA, MBA, etc.)

Proposed change leads to the degree of: NA
(Example: BA, BACH, BACI, HBA, EDD, MA, MBA, etc.)

Proposed name: NA
Proposed new name for revised or new major / minor / concentration / academic unit
(if applicable)

Revising or Deleting:

Undergraduate major / Concentration:
(Example: Applied Music – Instrumental degree BMAS)

Undergraduate minor:
(Example: African Studies, Business Administration, English, Leadership, etc.)

Graduate Program Policy statement change:
(Must attach your Graduate Program Policy Statement)

Graduate Program of Study: Master of Arts in Teaching (MAT)
(Example: Animal Science: MS Animal Science: PHD Economics: MA Economics: PHD)

Graduate minor / concentration:

Note: all graduate studies proposals must include an electronic copy of the Graduate Program Policy Document, highlighting the changes made to the original policy document.

List new courses required for the new or revised curriculum. How do they support the overall program objectives of the major/minor/concentrations? (Be aware that approval of the curriculum is dependent upon these courses successfully passing through the Course Challenge list. If there are no new courses enter “None”)

Faculty Senate Resolution

Whereas, the Master of Arts in Teaching was provisionally approved for five years in 2010, and

Whereas, the enrollment within the program is insufficient to populate the required courses

Whereas, the faculty members in the School of Education support disestablishing the program, be it therefore

Resolved, that the Faculty Senate recommends that the Master of Arts in Teaching be disestablished.

UCTE Approval

From: <Vukelich>, Carol J <vukelich@udel.edu>
Date: Wednesday, November 12, 2014 at 8:41 PM
To: "Ferretti, Ralph P" <ferretti@udel.edu>
Subject: Disestablishment of the Master of Arts in Teaching

On Monday, November 10, the University Council on Teacher Education approved the disestablishment of the Master of Arts in Teaching.

Please attach this message to the University Faculty Senate Form.

Carol Vukelich
Hammonds Professor in Teacher Education
Director, Delaware Center for Teacher Education
Deputy Dean, College of Education and Human Development
University of Delaware
200 Academy Street
Newark, DE 19716

(302) 831-1657 (office)
(302) 831-2708 (fax)
University of Delaware
School of Education
Masters of Arts in Teaching

Program Policy Statement

Part I. Program History
   A. Purpose Statement
   B. Origin of the Program
   C. Administration and Faculty
   D. Degrees Offered

Part II. Admission
   A. University Policy on Admission
   B. University Admission Procedures
   C. Specific Requirements for Admission into the MAT Program
   D. Admission Status

Part III. Degree Requirements for the Master of Arts in Teaching
   A. Concentrations
   B. Course Requirements
   C. Non-Registered Degree Requirements
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Part IV. General Information
   A. Financial Assistance
   B. Graduate Course Numbering System
   C. Application for Advanced Degree
   D. Graduate Grade Point Average
   E. Time Limits for the Completion of Degree Requirements
   F. Extension of the Time Limit
   G. Sustaining Status for Candidates Pursuing Thesis/Dissertation Degree Option
   H. Transfer of Credit Earned as a Continuing Education Student at the University of Delaware
   I. Transfer of Credit from Another Institution
   J. Transfer of Credit from the Undergraduate Division at the University of Delaware
   K. Suggested Student Schedule
B. University Admission Procedures
Applicants must submit all of the following items to the Office of Graduate and Professional Studies before admission can be considered:

A completed Admission Application must be submitted no later than February 1 for this program. Applicants should complete the electronic admissions application found at http://www.udel.edu/gradoffice/apply

A nonrefundable application fee must be submitted with the application via check or credit card. Checks must be made payable to the University of Delaware. Applications received without the application fee will not be processed. Foreign students may utilize either a check or an International Postal Money Order to remit payment in U.S. currency.

An official transcript of all previous college records must be sent directly from the institution to the Office of Graduate and Professional Studies. Students who have attended the University of Delaware need not supply a transcript from Delaware. Transcripts issued in a language other than English must be accompanied by an official translation into English. If the rank of the student is not displayed on the transcript or diploma, an official letter of explanation and ranking from the institution where the degree was earned is required.

Applicants must submit at least three letters of recommendation that address their potential in the classroom and/or their command of their content area.

International student applicants must demonstrate a satisfactory level of proficiency in the English language if English is not their first language. This requirement can be met by applicants taking either the Test of English as a Foreign Language (TOEFL) or the Interactive English Language Testing System (IELTS). TOEFL scores more than two years old cannot be validated or considered official. International students must be offered admission to the University and provide evidence of adequate financial resources before a student visa will be issued. The University has been authorized under federal law to enroll nonimmigrant alien students. International students are required to purchase the University-sponsored insurance plan or its equivalent.

It is a Delaware State Board of Health Regulation and a University of Delaware mandate that all entering graduate students born after January 1, 1957 give proof of proper immunization for measles, mumps, and rubella. If immunization requirements are not met, the student will not be eligible to register. Specific information may be obtained from the Student Health Service (302) 831-2226.

C. Specific Requirements for Admission into the MAT Program
Admission decisions are made by the program Coordinator in concert with the concentration area advisors. Students will be admitted to the program based upon enrollment availability and their ability to meet the following minimum recommended entrance requirements.
General Teaching Methods Courses (EDUC 613, EDUC 614, EDUC 619, EDUC 622, EDUC 658, EDUC 638) 18 credits

Field Internship Credits (EDUC 750) 6 credits

Candidates for the MAT degree must have regular status and must be in good standing in order to obtain the degree (i.e., pass all courses, receive passing evaluations from field supervisors, and maintain a 3.0 gpa.)

B. Field Experience

Students in the MAT program are expected to be in the field for 20 hours a week in the Fall and 40 hours a week in the Spring. During this time, they will be observing and assisting their cooperating teachers as well as teaching lessons.

**Fall:** In the fall, students are expected to spend 20 hours a week in their cooperating teacher’s classroom. At the start of the semester, they will be observing and assisting as needed. As the semester progresses, they will take more and more responsibility in the classroom, leading up to a week in which the student is the primary instructor. This solo instruction week aligns with the concentration Methods I course. At the same time, students will be placed on a rotating basis in other classrooms either in the same school or outside that school, at the Coordinator’s discretion. These rotating placements will happen in concert with student coursework for EDUC 613, and are designed to help the student experience a broad range of classroom cultures.

**Spring:** The spring is a more traditional "student teaching" semester. Working with the same cooperating teacher from the fall, the student will gradually assume more and more of that teachers' responsibilities in the classroom. During this time, the candidate will develop a Teacher Work Sample, which is a portfolio of lesson plans and student work that will be used to judge their success in the field (the TWS will play a large role in the candidate's grade in EDUC 750).

C. Non-Registered Degree Requirements

During the Spring student teaching experience, the MAT candidate will compile a professional portfolio (the Teacher Work Sample), showcasing examples of their lesson plans, their students’ work, and other artifacts that demonstrate their understanding of pedagogy in their chosen concentration. The specific details of how the Teacher Work Sample should be created and assessed are to be determined by the concentration area faculty, but the portfolio must meet all relevant requirements for use as an NCATE assessment.

At multiple times during the field placement, the candidate’s cooperating classroom teacher will be invited to write structured feedback to the teacher candidate and the program coordinator, they also will be also able to write less-structured feedback at any time during the program. At any time when the candidate receives negative feedback from their cooperating teacher, they will be required to discuss how they will change their field practices in order to improve the areas set out by the
programmatic information that can be used to inform program improvement and
development decisions.

Part V. General Information

A. Financial Assistance

B. Graduate Course Numbering System.
Graduate credit may be earned for courses numbered 600 to 998. Courses
numbered 500 to 599 are graduate courses for the nonspecialist and may not be
counted for graduate credit in the student’s major. With the approval of the
student’s advisor, 500-level courses taken outside the student’s major department
may be applied toward a graduate degree.

C. Application for Advanced Degree.
To initiate the process for degree conferral, candidates must submit an "Application
for Advanced Degree" to the Office of Graduate and Professional Studies. The
application deadline is February 15. The application must be signed by the
candidate’s adviser and by the Director or the Assistant Director of the School of
Education. There is an application fee of $50 for the master’s degree.

D. Graduate Grade Point Average.
Students must have a minimum overall cumulative grade point average of 3.0 to be
eligible for the degree. In addition, the grades in courses applied toward the degree
program must equal at least 3.0. All graduate-numbered courses taken with
graduate student classification at the University of Delaware are applied to the
cumulative index. Credit hours and courses for which the grade is below "C-" do not
count toward the degree even though the grade is applied to the overall index.
Candidates should see that their instructors have submitted all final grades.

E. Time Limits for the Completion of Degree Requirements.
Time limits for the completion of degree requirements begin with the date of
matriculation and are specifically expressed in the student’s letter of admission. The
University policy for students entering a master’s degree program is ten consecutive
semesters to complete the degree requirements, but this program is designed to be
completed in one calendar year.

F. Extension of the Time Limit.
An extension of time limit may be granted for circumstances beyond the student’s
control. Requests for time extensions must be made in writing and approved by the
student’s adviser and the Director or Assistant Director of the School of Education.
The Director/Assistant Director will forward the request to the Office of Graduate
and Professional Studies. The Office of Graduate and Professional Studies will
determine the student’s eligibility for a time extension and will notify the student in
writing of its decision to grant an extension of time.
Fall:

- Concentration Course (Curriculum Theory)
- Concentration Course (Methods I)
- EDUC 613
- EDUC 750 (3 credits)

Winter:

- EDUC 622
- EDUC 638

Spring:

- EDUC 619
- Concentration Course (Methods II)
- EDUC 750 (3 credits)