NEW PROGRAM PROPOSAL FORM

· Sponsoring Institution(s):   <u>Northwest Missouri State University</u>

Program Title: <u>MS in Instructional Technology</u>

Degree/Certificate: <u>Master of Science</u>

Options:

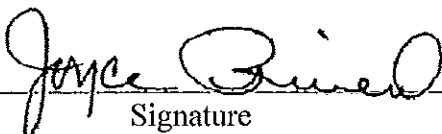Delivery Site(s):   <u>ONLINE PROGRAM</u>

CIP Classification: <u>13.0501</u> (Please provide a CIP code)

Implementation Date: <u>January 12, 2015</u>

Cooperative Partners:

Expected Date of First Graduation: <u>May 2016</u>

AUTHORIZATION

<u>Joyce Piveral, Interim Provost</u>   <u>June 27, 2014</u>
Name/Title of Institutional Officer   Signature   Date

<u>Gregory Haddock, Vice Provost</u>   (660) 562-1145
Person to Contact for More Information   Telephone

Student Demand:

i. Estimated enrollment each year for the first five years for full-time and part-time students (Please complete Form SE.)

Year	1	2	3	4	5
Full-time	0	0	0	0	0
Part-time	13	20	27	30	30
Total	13	20	27	30	30

ii. Will enrollment be capped in the future?

There are no plans to cap enrollment.

What method(s) or data were used to project student enrollment for this proposed program?

Upon surveying past graduates and current students in the MS Ed Instructional Technology program and noting inquiries from prospective students, a completely online master's program in Instructional Technology will be offered. The majority of those surveyed indicated that school districts and employers do not require of teachers an MS Ed. Teachers are not the only population of candidates in the current program. Individuals from business, industry, and government agencies are enrolled. Graduates of this program develop and implement instructional modules for varied learning communities. In addition, the majority of those surveyed preferred an entirely online master's program. The 18-hour computer core in the current MS Ed program is online and the faculty are experienced in effectively teaching technology and instructional design online. It is anticipated that enrollments will actually increase with an online only master's program. Only two new courses are being added. An assessment course is an important requirement due to the focus on data driven program improvement and decision making. An issues course will prepare candidates for their graduate directed project and keep the program content current and innovative.

Currently, this is one of the larger MSED graduate programs offered by Northwest. We expect the market demand to continue with the added flexibility of online courses and the need for industry training modules. Professionals in this field are very busy with more companies needing instructional modules developed for various employees.

A. Market Demand:

  .   National, state, regional, or local assessment of labor need for citizens with these skills

  This new program enhances the goal of offering a master's degree in instructional technology so students from varying backgrounds such as business, industry, government agencies and education will be able to complete the completely online graduate program.

B. Societal Need:

  i.   General needs which are not directly related to employment

  This program promotes the development of online learning for various groups in society including professionals, parents, and students at all levels.

  A potential new market may include professionals in business, industry, and government agencies who are charged with developing and implementing instructional modules for varied learning communities. This program is in demand by the aforementioned groups as more industries develop training modules for their employees. There has been tremendous growth for instructional technologists, instructional designers and developers, and elearning designers and developers.

C. Methodology used to determine "B" and "C" above.

  We expect enrollment to stay at least the same as the current program (25-30 students). Since this program will eventually replace the current MS Ed program, enrollment is expected to be the same, if not increase, because the new program is entirely online.

2. Duplication and Collaboration: (Form CL – Collaborative Programs)

If similar programs currently exist in Missouri, what makes the proposed program necessary and/or distinct from the others at public institutions, area vocational technical schools, and private career schools?

The current program (MSEd) is already succesful. The transition to completely online is a natural adjustment to offering this program. Since the program is not in an education preparation field (MS, not MSEd), it is unique that it would be available for educators as well as corporate knowledge providers. This will make a unique blend of students working towards this degree.

Does delivery of the program involve a collaborative effort with any external institution or organization?

No (If yes, please complete Form CL.)

3. Program Structure: (Form PS - Program Structure)

PROGRAM STRUCTURE

A. Total credits required for graduation: <u>32</u>

B. Residency requirements, if any: <u>N/A</u>

C. General education: Total credits: <u>N/A</u>

Courses (specific courses OR distribution area and credits):

 D. Major requirements: Total credits: <u>29</u>

<u>44-515 Effective Assessment 3 hrs</u>

<u>44-582 Tech Curr & Integration 3 hrs</u>

<u>44-585 Inst Tech and Learning Proc 3 hrs</u>

<u>44-614 Into to Online Teach/Learn 3 hrs</u>

<u>44-626 Multimedia Systems 3 hrs</u>

<u>44-635 Instructional System Design 3 hrs</u>

<u>44-645 Computers and Networks 3 hrs</u>

<u>44-650 Building Virtual Learn Environ 3 hrs</u>

<u>44-656 Current Issues in Inst Tech 3 hrs</u>

<u>44-696 Graduate Directed Project 2 hrs</u>

<u>Advisor Approved Elective 3 hrs</u>

E. Free elective credits: <u>3</u> (Sum of C, D, and E should equal A.)

F. Requirements for thesis, internship or other capstone experience:

<u>The research component of this program includes a graduate research project in 44-696</u>
<u>Graduate Directed Project. This research component parallels that of the current Applied</u>
<u>Computer Science program. The program will be completed with a demonstration and</u>
<u>presentation by the candidate of his or her graduate directed project to the CS/IS faculty.</u>

G. Any unique features such as interdepartmental cooperation:

<u>N/A</u>

5. Program Characteristics and Performance Goals: (Form PG).

PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS

Institution Name: <u>Northwest Missouri State University</u>

Program Name: <u>MS in Instructional Technology</u>

Date: <u>June 27, 2014</u>

(Although all of the following guidelines may not be applicable to the proposed program, please carefully consider the elements in each area and respond as completely as possible in the format below. Quantification of performance goals should be included wherever possible.)

Student Preparation

- Any special admissions procedures or student qualifications required for this program which exceed regular university admissions, standards, e.g., ACT score, completion of core curriculum, portfolio, personal interview, etc. Please note if no special preparation will be required.

  <u>Admission requirements for the MS Instructional Technology program:</u>

  <u>1. If an applicant has a teaching certificate, then in lieu of the GRE, one would submit PRAXIS scores prior to admission. One letter of recommendation from the applicant's current administrator or supervisor assessing potential for success in graduate school is also required. For applicants who were certified prior to the PRAXIS requirement, two letters of recommendation (one from the current administrator or supervisor and a one from a professional colleague) would be required.</u>

  <u>Submit with the application a two-page, double spaced writing assessment submitted with the application for admission on how the applicant will use the knowledge and skills learned in this master's program. Faculty teaching in the Instructional Technology program in the CS/IS program area will evaluate the writing assessment as part of the application process, and a score of 3.S or higher must be met. The scoring guide used by the GRE Analytical Writing Measure will be used. If the applicant does not successfully complete the writing assessment, the applicant's application will be admitted conditionally, with remediation assigned in the applicant's first semester.</u>

  <u>2. If an applicant does not hold a teaching certificate, then the GRE is required with a minimum score of 280 on the combined verbal and quantitative sections. The writing sample will be part of the GRE-Analytical. A minimum score of 3.5 is required. If this score is not met, the candidate can take the departmental writing sample. The GRE score is due prior to admission, but no later than the end of the first trimester of enrollment.</u>

- Characteristics of a specific population to be served, if applicable.

  <u>Population of students may be current educators who want to add instructional technology to their skill set, or current educational technical providers in school districts that don't happen to be educators, as well as trainers in corporate settings.</u>

5. Program Characteristics and Performance Goals: (Form PG).

Faculty Characteristics

- Any special requirements (degree status, training, etc.) for assignment of teaching for this degree/certificate.

  Terminal degreed, approved Graduate Faculty status

- Estimated percentage of credit hours that will be assigned to full time faculty. Please use the term "full time faculty" (and not FTE) in your descriptions here.

  100% full time faculty

- Expectations for professional activities, special student contact, teaching/learning innovation.

  N/A

Enrollment Projections

- Student FTE majoring in program by the end of five years.

  30 students at 5 years.

- Percent of full time and part time enrollment by the end of five years.

  The students will be 100% part-time students taking the courses online.

Student and Program Outcomes

- Number of graduates per annum at three and five years after implementation.

  15 graduates per year at both 3 and 5 years.

- Special skills specific to the program.

  Student will have a technological background and may or may not be an educator.

- Proportion of students who will achieve licensing, certification, or registration.

  0%

- Performance on national and/or local assessments, e.g., percent of students scoring above the 50th percentile on normed tests; percent of students achieving minimal cut-scores on criterion-referenced tests. Include expected results on assessments of general education and on exit assessments in a particular discipline as well as the name of any nationally recognized assessments used.

  N/A

- Placement rates in related fields, in other fields, unemployed.

  Expected placement is high because most students will already be employed while pursuing this degree

- Transfer rates, continuous study.

  N/A

5. Program Characteristics and Performance Goals: (Form PG).

6. Program Accreditation

- Institutional plans for accreditation, if applicable, including accrediting agency and timeline. If there are no plans to seek specialized accreditation, please provide reasons.

  No separate accreditation will be sought.

Alumni and Employer Survey

- Expected satisfaction rates for alumni, including timing and method of surveys

  Students in the MSEd program are currently extremely satisfied per feedback, we do not anticipate this changing with this new focus.

- Expected satisfaction rates for employers, including timing and method of surveys

  Professional Advisory committee meets each year, feedback is gained at that time for programs in the department and satisfaction is high.

7. Institutional Characteristics: Please describe succinctly why your institution is particularly well equipped or well suited to support the proposed program.

  Northwest Missouri State University is a technology provider leader. The MSEd in Instructional Technology is well known across the western half of the state, if not state-wide.

8. Any Other Relevant Information:

  catalog copy is attached as Appendix A

Appendix A – catalog copy

Catalog (Current)	Catalog (Proposed)
Not applicable	**Master of Science - Instructional Technology** **Major Requirements** 44-515 Effective Assessment — 3 hrs 44-582 Tech Curr & Integration — 3 hrs 44-585 Inst Tech and Learning Proc — 3 hrs 44-614 Into to Online Teach/Learn — 3 hrs 44-626 Multimedia Systems — 3 hrs 44-635 Instructional System Design — 3 hrs 44-645 Computers and Networks — 3 hrs 44-650 Building Virtual Learn Environ — 3 hrs 44-656 Current Issues in Inst Tech — 3 hrs 44-696 Graduate Directed Project — 2 hrs Advisor Approved Elective — 3 hrs **Total hours** — **32 hrs**