Please attach/submit additional documents as needed to fully complete each section of the form. See information about Level I Proposals.

I. DEPARTMENT / PROGRAM

Department of Curriculum and Instruction, Certificate in Early Childhood Education (P-3)

II. SUMMARY

The graduate Certificate in Early Childhood Education will be administered in the Department of Curriculum and Instruction of the Phyllis J. Washington College of Education and Human Sciences. This 21-credit graduate-level certificate program is specifically developed for professionals who have earned an undergraduate degree in elementary education and are seeking specialized skills and knowledge required to add an endorsement in Early Childhood Education in Preschool – Grade 3 (P-3). More specifically, this option targets education professionals who already hold a Master’s degree as well as graduates who desire the P-3 endorsement without completion of a full M.Ed. program.

The curriculum is comprised of existing courses that are designed to meet national and state early childhood education standards. Each course embeds a required lab experience so professionals are engaged in the application of knowledge and skills in their current classroom setting and/or other early childhood settings in their local community. The Certificate program will be delivered in an online format to create a readily accessible option for current teachers seeking certification in Montana’s new P-3 teaching endorsement. At the time of this proposal, there are no other programs offering a graduate Certificate in Early Childhood Education (P-3) in the state.

IV. ENDORSEMENTS AND APPROVALS

Requestor: Julie Bullard Signature ___________________________ Date 9/24/15

Phone/ Email: 243-2563 Julie.Bullard@mso.umt.edu

Program Chair: Georgia Cobbs Signature ___________________________ Date 9/24/15

*Other Affected Programs:

Professional Education Council (PEC) Kristi Murphy Signature ___________________________ Date 9/24/15

Dean: Susan Harper-Whalen Signature ___________________________ Date 9/24/15

Provost’s Office: Signature ___________________________ Date ________

* Are affected because of: (a) required courses including prerequisites or corequisites, (b) perceived overlap in content areas, or (c) cross-listing of coursework.

After the Faculty Senate approves the proposal on a consent agenda the Provost’s Office forwards the item for Board of Regents approval at the next possible meeting.
V. TYPE OF LEVEL I PROPOSAL

☐ Retitling existing majors, minors, options, or certificates
☐ Eliminating existing majors, minors, or options. (submit with BOR program termination checklist)
☐ Adding new minors or certificates where there is a major or an option in a major*
☒ Campus Certificates: Adding, retitling, terminating or revising a certificate of 29 or fewer credits
☐ Revising a program* (for minor modifications use the program modification form)
☐ Distance or online delivery of previously authorized degree or certificate program
☐ Adding option within an existing major or degree *
☐ Consolidating existing programs and/or degrees *
☐ Placing a program into moratorium
☐ Withdrawing a program from moratorium
☐ Adding BAS/AA/AS Area of Study

*Must submit with BOR Curriculum Proposal Form

IV. CATALOG LANGUAGE

Attach the current or proposed catalog language with any changes clearly identified.

Certificate in Early Childhood Education

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDEC 508 - EC Principles &amp; Practices</td>
<td>3</td>
</tr>
<tr>
<td>EDEC 510 - Families, Community, Cultures</td>
<td>3</td>
</tr>
<tr>
<td>EDEC 520 - Meet Standards Play Env</td>
<td>3</td>
</tr>
<tr>
<td>EDEC 530 - SocEmot Dvlpmt in Yng Child</td>
<td>3</td>
</tr>
<tr>
<td>EDEC 540 - Neuroscience Impact Chld Dev</td>
<td>3</td>
</tr>
<tr>
<td>EDEC 550 - EC Curric Anlys, Dsgn, &amp; Assess</td>
<td>3</td>
</tr>
<tr>
<td>EDEC 595 - EC Fieldwork/Practicum</td>
<td>3</td>
</tr>
</tbody>
</table>

Minimum Required Grade B- 21 Total Credits Required

Admissions requirements for the graduate-level Early Childhood Education certificate include admission to UM as a graduate non-degree student, a letter of interest, a current resume, official transcripts showing bachelor’s and master’s degrees (if applicable), two letters of recommendation, and a current fingerprint-based national background check with related forms. Applicants with an undergraduate GPA below a 3.00 must submit one of the following: Official GRE scores (Revised test: Verbal of 146 or higher, Quantitative of 143 or higher, and Writing of 4.0 or higher), Official MAT score (383 or higher), MA/MED/MS GPA of 3.0 or higher, or National Board Certification.

III. JUSTIFICATION

The graduate Certificate in Early Childhood Education addresses an early childhood work-force demand in our state and nation. Effective July 1, 2015, Montana’s Professional Educator Preparation Program Standards, ARM 10.58.532, were revised to implement a new Preschool – Grade 3 (P-3) teaching license in the state. The Department of Curriculum and Instruction currently offers a Master’s degree in Early
Childhood Education for licensed K-8 teachers seeking the new P-3 endorsement. However, many interested candidates already hold a Master’s degree and other early-career K-8 professionals are hesitant to complete a M.Ed. program due to a perception that they will be less marketable at the higher salary level that is required for teachers with a Master’s degree.

The graduate Certificate in Early Childhood Education offers these candidates a consolidated, coherent program of study in the field of early childhood education with outcomes that make them eligible for Montana’s P-3 teaching endorsement. Additionally, the Certificate provides UM students with recognition for the completion of a planned program of study on their transcripts that can also appear on their teaching license from the state of Montana.

VI SUBMISSION

Submit the complete Level 1 proposal to the Provost’s Office for initial review. After all signatures have been obtained, submit original, and an electronic file to the Faculty Senate Office, UH 221, camie.foos@mso.umt.edu

Level 1 proposals also require Board of Regents approval. The appropriate BOR forms must be submitted with this form.
Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

Item Number: XXX-XXXX-XXXXX  Meeting Date: ________________________________

Institution: University of Montana  CIP Code: ________________________________

Program Title: Certificate in Early Childhood Education

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit the Academic Affairs Handbook.

___ A. Notifications:

Notifications are announcements conveyed to the Board of Regents at the next regular meeting.

1a. Placing a program into moratorium (Document steps taken to notify students, faculty, and other constituents and include this information on checklist at time of termination if not reinstated)

1b. Withdrawing a program from moratorium

2. Intent to terminate an existing major, minor, option or certificate – Step 1 (Phase I Program Termination Checklist)

X 3. Campus Certificates- Adding, re-titling, terminating or revising a campus certificate of 29 credits or less

___ 4. BAS/AA/AS Area of Study

___ B. Level I:

Level I proposals are those that may be approved by the Commissioner of Higher Education. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the Board.

1. Re-titling an existing major, minor, option or certificate

___ 2. Adding a new minor or certificate where there is a major or an option in a major (Curriculum Proposal Form)

___ 3. Revising a program (Curriculum Proposal Form)

___ 4. Distance or online delivery of an existing degree or certificate program

___ 5. Terminating an existing major, minor, option or certificate – Step 2 (Completed Program Termination Checklist)

___ Temporary Certificate or AAS Degree Program

Approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the proposal to go through the normal Level II Proposal approval process.
Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

C. Level I with Level II Documentation:

This type of proposal may go to the Board as a Level I item if all Chief Academic Officers are in agreement. If consensus among the Chief Academic Officers is not reached, however, the item will go to the Board as a Level II request.

1. Consolidating existing programs and/or degrees (Curriculum Proposal Form)

D. Level II:

Level II proposals require approval of the Board of Regents. These requests will go to the Board in a two-meeting format, the first being as informational and the second as action.

1. Re-titling a degree (ex. From B.A. to B.F.A)

2. Adding a new minor or certificate where there is no major or option in a major (Curriculum Proposal Form)

3. Establishing a new degree or adding a major or option to an existing degree (Curriculum Proposal Form)

4. Forming, eliminating or consolidating a college, division, school, department, institute, bureau, center, station, laboratory or similar unit (Curriculum Proposal Form or Center Proposal Form, except when eliminating or consolidating)

5. Re-titling a college, division, school, department, institute, bureau, center, station, laboratory or similar unit

Specify Request:

This document constitutes notice of a new graduate Certificate in Early Childhood Education at the University of Montana. The graduate Certificate in Early Childhood Education will be administered in the Department of Curriculum and Instruction of the Phyllis J. Washington College of Education and Human Sciences. This 21-credit graduate-level certificate program is specifically developed for professionals who have earned an undergraduate degree in elementary education and are seeking specialized skills and knowledge required to add an endorsement in Early Childhood Education in Preschool – Grade 3 (P-3). More specifically, this option targets education professionals who already hold a Master’s degree as well as graduates who desire the P-3 endorsement without completion of a full M.Ed. program.

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