# http://www.ric.edu/webcommunications/images/SealWithText_Small_Black.pngUNDERGRADUATE CURRICULUM COMMITTEE (UCC) PROPOSAL FORM

## **Cover page** scroll over blue text to see further important [instructions](#instructions): [if not working select “COMMents on rollover” in your Word preferences under view] **please read these.**

**N.B. ALL numbered categories in section (A) must be completed. Please do not use highlight to select choices within a category but simply delete the options that do not apply to your proposal (e.g. in A.2 if this is a course revision proposal, just delete the creation and deletion options and the various program ones, so it reads “course revision”) Do not delete any of the numbered categories—if they do not apply leave them blank. If there are no resources impacted, please put “none” in each A. 7 category.**

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| --- | --- | --- | --- | --- |
| A.1. [Course or program](#Proposal) | **HPE 435 PHYSICAL EDUCATION STUDENT TEACHING CAPstone** | | | |
| [Replacing](#Ifapplicable) |  | | | |
| A. 1b. Academic unit | **School of Education** | | | |
| A.2. [Proposal type](#type) | **Course: [deletion](#deletion" \o "Will this course deletion affect programs in any other departments?  Search catalog to identify all occurrences. If yes, identify all affected departments or programs, and ensure you obtain acknowledgment signatures from their chairs/directors and deans)** | | | |
| A.3. [Originator](#Originator) | **Kristen Pepin** | [Home department](#home_dept) | **HPE** | |
| A.4. [Context and Rationale](#Rationale) Must include additional information listed in smart tip for all [new programs](#type). If **online** course or program, you need to explain what mode(s) you plan to use and why you need that specific delivery. | Delete HPE 435 Physical Education Student Teaching Capstone.  Originally HPE 435 was added to the Physical Education curriculum to offer additional field experience hours. After reviewing hours in the field and consulting with the RI Department of Education and the Health and Physical Education External Advisory Board it was determined teacher candidates in the Physical Education program exceed the necessary number of field experience hours.  According to the RIDE requirements for certification in Health and Physical Education, revised in 2023, candidates must complete at least 60 hours in the field prior to student teaching, and 90 days of student teaching in two phases. RIDE does not speak in terms of hours, but rather days and weeks.  Phase I is a minimum of 12 weeks of residency experiences. These are not necessarily full-time (5 days per week) and may take place over multiple semesters. This requirement is already covered by the multiple practica courses in the programs. (RIDE)  Phase II is a minimum of 12 weeks full-time teaching. (RIDE)  For the purposes of this proposal where hours are asked for, teacher candidates in the Physical Education program spend over 200 hours in the field prior to student teaching and spend approximately 15 weeks and 560 hours student teaching, not including the HPE 435 capstone experience. | | | |
| A.5. [Student impact](#student_impact)  Must include to explain why this change is being made? | **Students will continue to have extensive field experiences and graduate in a more timely manner if they do not take HPE 435.** | | | |
| A.6. [Impact on other programs](#impact) | **N/A** | | | |
| A.7. [Resource impact](#Resource) | [*Faculty PT & FT*](#faculty): | **This would eliminate the need for adjunct or faculty hours.** | | |
| [*Library*:](#library) | **N/A** | | |
| *Technology (for in person delivery)*  The VP of Information Services should be consulted prior to submission and their acknowledgement signature included. | **N/A** | | |
| *Technology: (for online delivery. Must be RIC supported)*  The VP of Information Services should be consulted prior to submission and their approval signature included. | **N/A** | | |
| [*Facilities*](#facilities): | **N/A** | | |
| A.8. [Semester effective](#Semester_effective) | **FALL 2024** | A.9. [Rationale if sooner than next Fall](#Semester_effective) | |  |
| A.10. INSTRUCTIONS FOR CATALOG COPY: Use the Word copy versions of the catalog sections found on the UCC Forms and Information page. Cut and paste into a single file **ALL the relevant pages from the college catalog that need to be changed.** Use tracked changes feature to show how the catalog will be revised as you type in the revisions. If totally new copy, indicate where it should go in the catalog. If making related proposals a single catalog copy that includes all changes is preferred. Send catalog copy as a separate single Word file along with this form. | | | | |
| A.11. List here (with the relevant urls), any RIC website pages that will need to be updated (to which your department does not have access) if this proposal is approved, with an explanation as to what needs to be revised: | | | | |
| A. 12 **Check to see if your proposal will impact any of our** [**transfer** **agreements,**](file:///Users/SAbbotson/Documents/Curriculum/ManualandWebsite/transfer%20agreements) **and if it does explain in what way. Please indicate clearly what will need to be updated, including any changes in prefix numbers/titles for TES.** | | | | |
| A. 13 Check the section that lists “Possible NECHE considerations” on the UCC Forms and Information page and if any apply, indicate what that might be here and contact Institutional Research for further guidance. | | | | |

## **G. Signatures**

* **Changes that affect General Education in any way MUST be approved by ALL Deans and COGE Chair**.
* Changes that directly impact more than one department/program MUST have the signatures of all relevant department chairs, program directors, and their relevant dean (e.g. when creating/revising a program using courses from other departments/programs). Check UCC manual 4.2 for further guidelines on whether the signatures need to be approval or acknowledgement.
* Proposals that do not have appropriate approval signatures will not be considered.
* Type in name of person signing and their position/affiliation.
* Send electronic files of this proposal and accompanying catalog copy to [curriculum@ric.edu](mailto:curriculum@ric.edu) to the current Chair of UCC. Check UCC website for due dates. **Do NOT convert to a .pdf.**

##### G.1. Approvals: required from programs/departments/deans who originate the proposal. THESE may include multiple departments, e.g., for joint/interdisciplinary proposals.

| Name | Position/affiliation | [Signature](#_Signature" \o "Insert electronic signature, if available, in this column) | Date |
| --- | --- | --- | --- |
| Kristen Pepin | Program Director of PE | Kristen Pepin | 4/2/24 |
| Susan Clark | Chair of Health and Physical Education | Susan Clark | 4/8/24 |
| Carol Cummings | Dean of FSEHD | Carol A. Cummings | 4/18/24 |
|  |  |  |  |

##### G.2. [Acknowledgements](#acknowledge): REQUIRED from OTHER PROGRAMS/DEPARTMENTS (and their relevant deans if not already included above) that are IMPACTED BY THE PROPOSAL. SIGNATURE DOES NOT INDICATE APPROVAL, ONLY AWARENESS THAT THE PROPOSAL IS BEING SUBMITTED. CONCERNS SHOULD BE BROUGHT TO THE UCC COMMITTEE MEETING FOR DISCUSSION; all faculty are welcome to attend.

| Name | Position/affiliation | [Signature](#Signature_2) | Date |
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