WINONA STATE UNIVERSITY
REQUIRED CHECKLIST FOR ALL CURRICULAR PROPOSALS

Course or Program: BT MAJOR - MATHEMATICS: SECONDARY TEACHING (PMTH)

This checklist enables A2C2 representatives to endorse that their departments have accurately followed the Process for Accomplishing Curricular Change. For each course or program proposal submitted to A2C2, this checklist must be completed, signed by the submitting department's A2C2 representative, and included with the proposal when forwarded for approval. Peer review of proposals is also strongly advised, e.g., departments should discuss and vote on the proposals as submitted to A2C2, rather than on just the ideas proposed or drafts of proposals.

If a proposal fails to follow or complete any aspect of the process, the Course and Program Proposal Subcommittee will postpone consideration of the proposal and return it to the department's A2C2 representative for completion and resubmission. Resubmitted proposals have the same status as newly submitted proposals.

Note: This form need not be completed for notifications.

1. The appropriate forms and the “Approval Form” have been completed in full for this proposal. All necessary or relevant descriptions, rationales, and notifications have been provided.
   _______ Completed

2a. The “Financial and Staffing Data Sheet” has been completed and is enclosed in this proposal, if applicable.
   _______ Completed _______ NA

2b. For departments that have claimed that “existing staff” would be teaching the course proposed, an explanation has been enclosed in this proposal as to how existing staff will do this, e.g., what enrollment limits can be accommodated by existing staff. If no such explanation is enclosed, the department's representative is prepared to address A2C2’s questions on this matter.
   _______ Completed _______ NA

3. Arrangements have been made so that a department representative knowledgeable of this proposal will be attending both the Course and Program Proposal Subcommittee meeting and the full A2C2 meeting at which this proposal is considered.
   _______ Completed
   Name and office phone number of proposal's representative: ____________________________

4. Reasonable attempts have been made to notify and reach agreements with all university units affected by this proposal. Units still opposing a proposal must submit their objections in writing before or during the Course and Program Proposal Subcommittee meeting at which this proposal is considered.
   _______ Completed _______ NA

5. The course name and number is listed for each prerequisite involved in this proposal.
   _______ Completed _______ NA

6. In this proposal for a new or revised program (major, minor, concentration, etc.), the list of prerequisites provided includes all the prerequisites of any proposed prerequisites. All such prerequisites of prerequisites are included in the total credit hour calculations. _______ Completed _______ NA

7. In this proposal for a new or revised program, the following information for each required or elective course is provided:
   a. The course name and number.
   b. A brief course description.
   c. A brief statement explaining why the program should include the course.
   _______ Completed _______ NA

8. This course or program revision proposal:
   a. Clearly identifies each proposed change.
   b. Displays the current requirements next to the proposed new requirements, for clear, easy comparison.
   _______ Completed _______ NA

9. This course proposal provides publication dates for all works listed as course textbooks or references using a standard form of citation. Accessibility of the cited publications for use in this proposed course has been confirmed.
   _______ Completed _______ NA

__________________________________________  __________________________
Department's A2C2 Representative or Alternate                  Date

[Revised 9-05]
Routing form for new and revised courses and programs.
Course or Program: BT MAJOR - MATHEMATICS: SECONDARY TEACHING (PMTH)

<table>
<thead>
<tr>
<th>Department Recommendation</th>
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<tr>
<td>Department Chair</td>
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<tr>
<th>Dean’s Recommendation</th>
<th>Yes</th>
<th>No*</th>
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<tr>
<td>Dean of College</td>
<td>Date</td>
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*The dean shall forward their recommendation to the chair of the department, the chair of A2C2, and the Vice President for Academic Affairs.

<table>
<thead>
<tr>
<th>A2C2 Recommendation</th>
<th>Approved</th>
<th>Disapproved</th>
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<tr>
<td>Chair of A2C2</td>
<td>Date</td>
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<tr>
<th>Graduate Council Recommendation</th>
<th>Approved</th>
<th>Disapproved</th>
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<tr>
<td>Chair of Graduate Council</td>
<td>Date</td>
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<tr>
<td>Director of Graduate Studies</td>
<td>Date</td>
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<tr>
<th>Faculty Senate Recommendation</th>
<th>Approved</th>
<th>Disapproved</th>
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<tr>
<td>President of Faculty Senate</td>
<td>Date</td>
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<tr>
<th>Academic Vice President Recommendation</th>
<th>Approved</th>
<th>Disapproved</th>
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<tr>
<td>Academic Vice President</td>
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<tr>
<th>Decision of President</th>
<th>Approved</th>
<th>Disapproved</th>
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<tr>
<td>President</td>
<td>Date</td>
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Please forward to Registrar.
Registrar | Date entered |
Please notify department chair via e-mail that curricular change has been recorded.

[Revised 9-1-10]
Use this form to submit proposals for revised majors, minors, concentrations, options, etc.

Note: A department, with its dean’s approval, may change up to two courses per year within an existing major, minor, concentration, option, etc., per year without seeking review of A2C2 and/or graduate Council, provided that (1) the total credits do not increase or decrease for the major, minor, concentration, option, etc., and (2) the change does not affect other departments or the University Studies Program. A2C2 and/or Graduate Council do, however, wish to be informed of these changes. Use form Notifications.

If a department wishes to make more extensive revisions to an existing major, minor, concentration, option, etc., complete and submit this form with the appropriate number of copies. Refer to Regulation 3-4, Policy for Changing the Curriculum, for complete information on submitting proposals for curricular changes.

Department: Mathematics and Statistics
Title of Program: BT MAJOR - MATHEMATICS: SECONDARY TEACHING (PMTH)

Revised: X Major ______ Minor ______ Concentration ______ Option ______ Other
List all Major/Minor Codes that Apply: PMTH

New: ______ Major ______ Minor ______ Concentration ______ Option ______ Other
List all Major/Minor Codes that Apply: BS 0593

Total credit hours: 52 SH ______ Classroom Hours _______ Lab Hours _______

Proposed Implementation Date: Fall 2011

Please attach to this proposal a narrative with the following information:

A. Statement of major focus and objectives of the revised program.
B. New Catalog Content
   1. Provide a list of program content as it would appear in the catalog including required courses, electives, etc., by number and name. Include the number and name for each prerequisite, and all prerequisites of proposed prerequisites. All such prerequisites, and prerequisites of prerequisites, should be included in the total credit hour calculations for the revised program.
   2. New catalog narrative, if any.
C. Description of Revisions, to include
   1. A display of current program requirements next to proposed new requirements for clear, easy comparison.
   2. A clear identification of each proposed change.
   3. The following information for each required or elective course:
      a. Course number and name,
      b. A brief course description, and
      c. A brief statement explaining why the program should include the course.

Attach a Financial and Staffing Data Sheet.

Attach an Approval Form.

Also fill out the MNSCU New Program Application or the Program Redesign Application, whichever applies and submit directly to the VPAA.

Department Contact Person for this Proposal:

Barry Peratt X-5567 bperatt@winona.edu
Name (please print) Phone e-mail address
[Revised 7-05-07]
Include a Financial and Staffing Data Sheet with any proposal for a new course, new program, or revised program.

Please answer the following questions completely. Provide supporting data.

1. Would this course or program be taught with existing staff or with new or additional staff? If this course would be taught by adjunct faculty, include a rationale.

   It would be taught with existing faculty.

2. What impact would approval of this course/program have on current course offerings? Please discuss number of sections of current offerings, dropping of courses, etc.

   It would have minimal effect. It consists of a few minor changes that result in a 1 S.H. decrease in the Mathematics Education Secondary Teaching major (bringing the total from 53 S.H. to 52 S.H. and the total load for students from 120 S.H. to 119 S.H.).

   The first is a result of the changes in the Mathematics major, which are being submitted separately, so that the course sequence MATH 130 (3 S.H.), MATH 330 (4 S.H.) and MATH 440 (4 S.H.) is being replaced by MATH 205 (4 S.H.), MATH 330 (3 S.H.) and MATH 440 (3 S.H.). This change results in a 1 S.H. decrease in credits for the PMTH major.

   The second change involves the replacement of MTED 221 (1 S.H.) with MTED 222 (3 S.H.) and a corresponding reduction in electives from 6 S.H. to 4 S.H. This results in no net change in the credit hours required for the major.

3. What effect would approval of this course/program have on the department supplies? Include data to support expenditures for staffing, equipment, supplies, instructional resources, etc.

   No effect in this regard.
A2C2 Proposed Change to PMTH (Mathematics Education major)
Spring 2011

A. Statement of major focus and objectives of the revised program.

There is no change in objectives or major focus from previous program. There is an increased emphasis on middle school methods, which has been a need for some years.

B. New Catalog

<table>
<thead>
<tr>
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<tr>
<td><strong>53-54 S.H.</strong> (No Minor Required)</td>
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<td>(In the current catalog, this is listed as 54-55 S.H., but this is a typo. The current major adds to 53-54 S.H.)</td>
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<td>Note: When this catalog went to print, all Winona State University teacher education programs were being redesigned to reflect new licensure requirements from the Minnesota Board of Teaching. Please contact your program advisor and refer to the Teacher Education Addendum (<a href="http://www.winona.edu/education/advising">www.winona.edu/education/advising</a>) for the latest information about program requirements whether you are (1) applying to a teacher education program, (2) currently enrolled in a teacher education program, or (3) expecting to graduate with a teacher education degree in 2010 or 2011. The mathematics teaching major prepares students for teaching mathematics in grades 5 to 12. This program is administered through the Department of Mathematics and Statistics and the College of Education. Therefore, majors must satisfy requirements of and be admitted to the College of Education in addition to satisfying the requirements of the Department of Mathematics and Statistics. The College of Education course requirements are described under “Additional Coursework” (page 155). Students interested in a mathematics teaching major should contact the Department of Mathematics and Statistics for an advisor. Student Teaching Requirements To receive departmental recommendation for student teaching, a student must: 1. Complete all courses required for the major. 2. Earn a grade of “C” or better and achieve a minimum 2.75 GPA in all MATH, MTED, and STAT courses required for the major. 3. Meet the requirements of the College of Education. MTED 320 and MTED 420 must be completed prior to student teaching. Additional Graduation Requirements For a checklist of the University’s graduation</td>
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DEPARTMENTAL CORE (25-26 S.H.)
REQUIRED COURSES (22 S.H.)
Mathematics - MATH (11 S.H.)
O 310 Number Theory (3)
P 330 Advanced Calculus I (4)
P 440 Abstract Algebra (4)
Mathematics Education - MTED (14 S.H.)
221 Middle School Methods in Mathematics (1)
P 320 Teaching Mathematics in the Secondary Schools (3)
O 322 Modern Geometry (4)
I 420 Technology and Professional Development in the Secondary Schools (3)
ELECTIVES (6 S.H.)
In consultation with an advisor, students should choose from courses numbered MATH 310 and above, STAT 320 and above, or MTED 420 and above.

ADDITIONAL COURSEWORK (38 S.H.)
Students in the Mathematics: Secondary Teaching major must also complete the Professional Education Sequence and the additional courses listed below:
Professional Education Sequence in the College of Education (32 S.H.)
* EFRT 305 Human Development and Learning (4)
EFRT 308 Human Relations and Student Diversity (3)
O EFRT 312 Instructional Planning and Assessment: Secondary (3) EDUC 429 Secondary Reading and Teaching Strategies (4)
P EFRT 449 Middle Level Philosophy, Organization and Interdisciplinary Planning (3)
P EFRT 459 The Professional Educator (3)
I EDST 465 Student Teaching (12-16)
Health, Exercise and Rehabilitative Sciences
HERS 204 Personal and Community Health (3) (Also fulfills University Studies Basic Skills, Physical Development and Wellness requirement.
Special Education
* SPED 400 Education of Exceptional Children/Youth (3) (Also partially fulfills University Studies Arts & Sciences Core, Social Science requirement.
For more information about teacher education requirements, see “Teacher Education Programs” on page 214.

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For more information about teacher education requirements, see “Teacher Education Programs” on page 214.

C. Description of Revisions

The change consists of a few minor modifications that result in a 1 S.H. decrease in the Mathematics Education Secondary Teaching major (bringing the total from 53 S.H. to 52 S.H. and the total load for students from 120 S.H. to 119 S.H.).
The first is a result of the changes in the Mathematics major, which are being submitted separately, so that the courses MATH 130 (Matrix Algebra) (3 S.H.), MATH 330 (4 S.H.) and MATH 440 (4 S.H.) are being replaced by MATH 205 (Linear Algebra) (4 S.H.), MATH 330 (3 S.H.) and MATH 440 (3 S.H.). This change results in a 1 S.H. decrease in credits for the PMTH major.

The second change involves the replacement of MTED 221 (Middle School Methods in Mathematics) (1 S.H.) with MTED 222 (Teaching Mathematics in the Middle School) (3 S.H.) and a corresponding reduction in electives from 6 S.H. to 4 S.H. This results in no net change in the credit hours required for the major.

It should be noted that MTED 201 (Technology-Based Geometry and Probability) (4 S.H.), which is not required for the major but would certainly be beneficial for future secondary mathematics teachers, will fulfill the 4 S.H. elective. However, students pursuing a minor or double-major in statistics or mathematics will already have 6 S.H. of Math/Stat electives completed and so would meet the requirement of 4 S.H. of electives.