

• Authorization To Offer Non-Degree Extension Credit Course Through Extended Studies•

1. Desired Term: Fall 2006		Year of implementation: 2006													
2a. Course abbreviation and Number: EDUC E1048		2b. Abbreviated Title: (No more than 25 characters, including spaces) Standards & Outcomes Instruction Planning													
		4. Number of Units: 1	5. Billing Units: 1												
6. Allowed Student Levels: UG <input checked="" type="checkbox"/> GR <input checked="" type="checkbox"/> EE <input checked="" type="checkbox"/> (Default is to check all three levels)															
7. Grading Method: <input type="checkbox"/> N Normal (N) (Default is Letter Grade +/-, Students may request Credit/No Credit) <input type="checkbox"/> Normal Plus Report-in-Progress (NP) (As for Normal; also allows Report-in-Progress) <input type="checkbox"/> Credit/No Credit Only (C) <input type="checkbox"/> Credit/No Credit or Report-in-Progress Only (CP)															
8. Mode of Instruction: (See pages 17-23 at http://www.calstate.edu/cim/data-element/APDB-Transaction-DED-SectionV.pdf for definitions of the Course Classification Numbers)		<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>Type of Instruction</th> <th>Number of Credit Units</th> <th>Instructional Mode (Course Classification Number)</th> </tr> </thead> <tbody> <tr> <td>Lecture</td> <td>1</td> <td>02</td> </tr> <tr> <td>Activity</td> <td></td> <td></td> </tr> <tr> <td>Lab</td> <td></td> <td></td> </tr> </tbody> </table>		Type of Instruction	Number of Credit Units	Instructional Mode (Course Classification Number)	Lecture	1	02	Activity			Lab		
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Lecture	1	02													
Activity															
Lab															
9. Attributes: Course Requires Consent for Enrollment? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Faculty <input type="checkbox"/> Credential Analyst <input type="checkbox"/> Dean <input type="checkbox"/> Program/Department - Director/Chair															
Prerequisites: _____ Co-requisites: _____															
10. Does this course impact other discipline(s)? (If there is any uncertainty as to whether a particular discipline is affected, check "yes" and obtain signature.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, obtain signature(s). Any objections should be stated in writing and attached to this form.															
_____ Discipline	_____ Signature	_____ Date	_____ Support _____ Oppose												
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Important : Please Complete

1. Instructor: Leslie J. Hays, Ed.D

2. Please complete the Extension Course Proposal Form
http://www.csusm.edu/academic_programs/Curriculum_Forms/index.html

SIGNATURES: (COLLEGE LEVEL)

N/A _____ Date _____
1. Program Director/Chair

[Signature] _____ Date 9/6/06
2. College Dean (or Designee)

(UNIVERSITY LEVEL)

[Signature] _____ Date 9/6/06
3. Designee-Extended Studies (or Designee)

[Signature] _____ Date 9/12/06
4. Vice President for Academic Affairs (or Designee)

[Signature]



OFFICE OF EXTENDED STUDIES EXTENSION COURSE PROPOSAL FORM

In planning the components of our Extended Studies program at Cal State San Marcos, this office consults closely with the academic colleges and departments to determine the suitability of course content, teaching methods and instructor qualifications. To assist us in evaluating your proposed course for credit, please submit this completed form to our office as soon as possible. Questions before you submit? Call me at (760)750-8713.

- **Course Title:** **Using Standards and Outcomes to Plan for Instruction (K-12)**
- **Course Description:** This is an online course designed to help teachers improve their abilities to plan for instruction. This course discusses key questions and ideas in the foundations of planning, and also includes modules on long-term, unit, and daily lesson planning. Scenarios are presented that involve both short-term and long-term planning. Students are guided through the process of thinking and considering the many pieces of creating effective instruction.
- **Course Objectives:** *(Provide specific student learning outcomes and how they will be achieved.)*
Review classroom examples and planning tools. (online resources)
Use planning tools to make plans based on standards, outcomes, and evidence from student work.
- **Evaluation:** *(What will be the basis for grades? How will you know that the students have achieved the course objectives?)*
Time spent in programs is reported via the Prep Period online management system. Students must send a report of their time in the system, as well as written reports of activities. Students must complete at least two activities related to each of the four modules below, for a total of at least eight written reports.

Module 1: Foundations of Planning
Module 2: Lesson Planning
Module 3: Unit Planning
Module 4: Long Term Planning

- **Course Length:**
15 hours in online course
5-10 additional hours in outside class work to complete assignments
- **Proposed Date(s):** September 15, 2006 → ongoing
- **Location:**
This is an online course found at www.prepperiod.org.
- **Support Needs:**
Students will need to have the latest version of Flash, a recent Internet browser, and Adobe Acrobat loaded on their computer. The technical requirements are also specified on the site, with links to support sites if software needs to be downloaded.
- **Comments:**
These online classes have been produced by and currently available through San Diego County Office of Education.

When completed, please return this form, along with an up-to-date resume (with teaching references) to: Catherine Boyle, Office of Extended Studies, Cal State San Marcos, 333 S. Twin Oaks Valley Rd., San Marcos, CA 92096; FAX: (760)750-3138; E-mail: cboyle@csusm.edu