California State University, San Marcos

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

<table>
<thead>
<tr>
<th>1. Desired Term:</th>
<th>Summer</th>
</tr>
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<tbody>
<tr>
<td>Year of implementation:</td>
<td>2010</td>
</tr>
<tr>
<td>2a. Course abbreviation and Number:</td>
<td>EDUC 299FX</td>
</tr>
<tr>
<td>2b. Abbreviated Title:</td>
<td>(No more than 25 characters, including spaces)</td>
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<tr>
<td></td>
<td>ISTE Conference Workshops</td>
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<tr>
<td>3. College:</td>
<td>Education</td>
</tr>
<tr>
<td>4. Number of Units:</td>
<td>2</td>
</tr>
<tr>
<td>5. Billing Units:</td>
<td>2</td>
</tr>
<tr>
<td>6. Allowed Student Levels:</td>
<td>UG X GR X EE X (Default is to check all three levels)</td>
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<tr>
<td>7. Grading Method:</td>
<td>N Normal (N) (Default is Letter Grade +/-, Students may request Credit/No Credit)</td>
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<td></td>
<td>Normal Plus Report-in-Progress (NP) (As for Normal: also allows Report-in-Progress)</td>
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<tr>
<td></td>
<td>Credit/No Credit Only (C)</td>
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<td></td>
<td>Credit/No Credit or Report-in-Progress Only (CP)</td>
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<tr>
<td>8. Mode of Instruction:</td>
<td>(See pages 17-23 at <a href="http://www.csusm.edu/ctm/data-elements/APDB-Transaction-DEF-SectionY.pdf">http://www.csusm.edu/ctm/data-elements/APDB-Transaction-DEF-SectionY.pdf</a> for definitions of the Course Classification Numbers)</td>
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<tr>
<td></td>
<td>Type of Instruction</td>
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<tr>
<td></td>
<td>Lecture</td>
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<td></td>
<td>Activity</td>
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<tr>
<td></td>
<td>Lab</td>
</tr>
<tr>
<td>9. Attributes: Course Requires Consent for Enrollment?</td>
<td>Yes X No</td>
</tr>
<tr>
<td>Faculty</td>
<td>Credential Analyst</td>
</tr>
<tr>
<td>Prerequisites:</td>
<td>Co-requisites:</td>
</tr>
<tr>
<td>10. Does this course impact other discipline(s)?</td>
<td>(If there is any uncertainty as to whether a particular discipline is affected, check &quot;yes&quot; and obtain signature.)</td>
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<tr>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>If yes, obtain signature(s). Any objections should be stated in writing and attached to this form.</td>
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<tr>
<td></td>
<td>Support</td>
</tr>
<tr>
<td>Discipline</td>
<td>Signature</td>
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<td></td>
<td>Support</td>
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<tr>
<td>Discipline</td>
<td>Signature</td>
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Important: Please Complete

1. Instructor: Kathy Hayden
2.

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

SIGNATURES: (COLLEGE LEVEL)

1. Program Degree Chair  Date

2. College Dean (or Designee)  Date

SIGNATURES: (UNIVERSITY LEVEL)

3. Dean of Extended Studies (or Designee)  Date

4. Vice President for Academic Affairs (or Designee)  Date
In planning the components of our Extended Learning 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 Nicole Orsini at (760) 750-8707.

- **Course Title**: ISTE Conference Workshops - 2 units

- **Course Description**: (Please provide a short paragraph describing the purpose, topics and audience for your course. Be sure to include the benefits for students who take your course. An edited version of this description will be used for promotional copy.)

This two-unit course provides students with 24 hours of experiences in professional development related to teaching and learning. Attendance at a premiere national education conference is required.

- **Course Objectives**: (Provide specific student learning outcomes and how they will be achieved.)

Through attendance of a minimum of 8 sessions, 1 keynote, 3 vendor mini-classes, and 10 vendor booths at the ISTE Conference, educators will 1) learn to integrate technology standards across the curricula and into assessment practices, 2) develop strategies to boost learning for all students and prepare them with 21st century skills, and 3) participate in active, authentic learning environments and share best practices and resources.

- **Evaluation**: (What will be the basis for grades? How will you know that the students have achieved the course objectives?)

Reflections are submitted for learning from attendance at 8 sessions, 1 keynote, and 3 vendor mini-classes in addition to visiting 10 vendor booths (see below) to provide evidence of learning. Students may also meet part of the 24 hour requirement by attending workshops or volunteering for a portion of the hours, prepare a brief summary of 150 – 250 words for each session/workshop attended using the following format:

- What can I apply to my teaching?
- What were the strengths?
- What would have made this session/workshop more valuable to you?
- Include email of at least one of the presenters

After Visiting ten (10) vendor booths, critique the products you examined using the following format:

- Why did you select the vendor?
- Describe a product in which you were interested.
- Include name and email of the vendor representative with whom you talked with.
- If you had the resources, would you buy their product? Why or why not?

*For volunteering, students must provide a summary of the assignment, location, team captain and reflect upon your experience.

If both the one-unit course is also taken, no overlap is allowed in sessions or events attended for credit.
- **Course Length:** (How many actual contact hours in class? Note: Credit courses must contain a minimum of fifteen 50-minute contact hours for each semester unit of credit, and outside of class work by students is required. Non-credit has no such parameters)

24 hours of documented conference time is required.

- **Proposed Date(s):**
- **Location:** (Indicate if you are proposing this course to be scheduled and offered in our facilities, or if this course is to be held at an off-campus location, such as a school, district or county office, company, etc.)
  off campus – at conference location.

- **Support Needs:** (Please indicate any special services you will need, such as audio-visual equipment, photocopying, room set-up, etc.)
  none
  Technology Needs:
  none
  Photocopying: Room Set-up:

- **Comments:** (Please add any other relevant information, such as whether or not the course has been taught elsewhere successfully, why the course is needed in our area, marketing suggestions, etc.)

  The course was previously offered by CSUSM through extended learning, but ISTE has changed the name of the conference from NECC to ISTE.

  When completed, please return this form, along with an up-to-date resume (with teaching references) to: Nicole Orsini, Office of Extended Learning, Cal State San Marcos, 333 S. Twin Oaks Valley Rd., San Marcos, CA 92096; FAX: (760)750-3138; E-mail: norsini@csusm.edu
ISTE 2010 – Denver, CO, June 27 – 30, 2010
CREDIT INFORMATION & REQUIREMENTS

In partnership with
College of Education and
International Society For Technology in Education 2010 Conference

What type of credit is available?
In an effort to meet your needs, there are 1, 2 or 3 semester units of credit available through California State University San Marcos:

University Extension Credit (EDUC 1036_EX and EDUC 1037_EX) – These units are appropriate for attendees who want salary lane change credits but are not interested in applying them to a degree. They are completed on a credit/no credit grading system and appear on official Cal State San Marcos transcripts.

How many units can I earn?
Think of it as a math problem. You may earn 1, 2, or 3 units of non-degree credit.

EDUC 1036_EX = 1 unit
EDUC 1037_EX = 2 units
EDUC 1036_EX + EDUC 1037_EX = 3 units

How much does it cost?

<table>
<thead>
<tr>
<th>TYPE of CREDIT</th>
<th>COURSE</th>
<th>UNITS</th>
<th>COST</th>
</tr>
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<tbody>
<tr>
<td>Non-Degree</td>
<td>EDUC 1036_EX</td>
<td>1</td>
<td>$162</td>
</tr>
<tr>
<td></td>
<td>EDUC 1037_EX</td>
<td>2</td>
<td>$312</td>
</tr>
<tr>
<td></td>
<td>EDUC 1036_EX &amp;</td>
<td>3</td>
<td>$462</td>
</tr>
<tr>
<td></td>
<td>EDUC 1037_EX</td>
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The cost is calculated per semester unit at the rate of $150 per unit with additional $12 transcript fee.

How do I sign up?

Online:
www.csusm.edu/el/ > Teacher Education > Professional Development > ISTE Conference > ISTE Conference Workshop (choose 1 unit, 2 units, or select both if purchasing all three units of credit)

At the Conference: You may register and pay for your units at the conference (General Information Booth will have internet access).
What are the requirements?

EDUC 1036_EX (1 unit) –
1. Attendance of a minimum of 8 hours of conference sessions – This usually means 8 one-hour sessions, substitution of longer workshops, and/or service as an official volunteer for a portion of the hours (sign up through the ISTE website or go to the volunteer booth) – You choose!
2. A brief summary of each session/workshop attended using this template:
   a. Summarize the session in one paragraph (150-250 words).
   b. What can I apply to my teaching?
   c. What were the strengths?
   d. What would have made this session/workshop more valuable to you?
   e. Include email of at least one of the presenters.
   f. Volunteering: If you serve as a volunteer (summarize the assignment, location and team captain who assigned you and reflect on the experience in a paragraph).

EDUC 1037_EX (2 units) –
1. Learning at sessions – Write up each of the following in the same format as #2 (a) through (e) above:
   a. Attendance at 5 hours of conference sessions. Don’t forget to look at poster sessions, student showcase, global gallery, Birds of a Feather, and/or educational playgrounds (science, math, PE, art, music, etc).
   b. Attending at least 1 keynote session (Sun, Tues, Wed)
   c. Attendance at least 2 vendor mini classes on the exhibit floor
2. Visiting 10 vendor booths in addition to sessions – Critique the products you examine by answering the following questions for each booth:
   a. Why did you select the vendor? Describe a product in which you were interested? Include name/email of the vendor representative with whom you talked.
   b. If you had the resources, would you buy their product? Why or why not?

Remember – If you want 3 units of credit, you must do BOTH EDUC 1036_EX AND EDUC 1037_EX. This totals 13 hours of sessions .... Remember – it is a math problem 8+5=13! ☺

How do I turn all this in?
1. Send your documents as attachments to a message to the following email address – khayden@csusm.edu Title your message with your last name and the course number.
   Example message subject line: Smith, Susan – EDUC 1037_EX
2. Your documents must be titled using the following labeling convention:
   <Your last name><Your first name>_course number_<Assignment>
   Examples: KellyPeggy_E1036_SessionSummaries
             HaydenKathy_E1037_VendorVisits

When do I turn all this in?

Assignment is due by 5:00 pm on July 23, 2010 to Dr. Kathy Hayden. Assignments should be sent electronically to khayden@csusm.edu
Questions?

Nicole Orsini, Director, Education & Youth Programs, at (760) 750-8707 or by email at norsini@csusm.edu

Transcripts?

TRANSCRIPTS ARE NOT AUTOMATICALLY SENT.
Request your official CSUSM transcript (no fee required) after September 1, 2010 by sending a written request to: Transcript Request, Office of Registration and Records; CSU San Marcos, San Marcos, CA 92096. Call 760/750-4814 or visit: www.csusm.edu/enroll/transcript_requests.htm