

Indiana Commission for Higher Education
DISTANCE EDUCATION PROGRAM PROPOSAL

Institution: Indiana University Bloomington, School of Education

Degree Program: Master of Science in Literacy, Culture and Language Education

Date: September 28, 2009

Since 1996, we have offered online graduate courses to teachers for professional development and as part of our Master's degree program. We now offer over 20 courses each year. Nearly 2/3 of students in our online courses are NOT Master's degree students. They are teachers from around the world, many already having earned a Master's degree, who take the courses for professional development. About 1/3 of the students are our Master's degree students, most taking a mix of on-campus and online courses.

In recent years, as other departments increased online graduate course offerings, it became possible to complete a Master's degree (requirements and electives) by enrolling entirely in online courses. A few students who are English as Foreign Language teachers abroad, teachers in other states, and a few Indiana teachers have elected to do all their course work online.

Our online courses are taught and/or supervised by faculty who teach the same courses on campus. Readings and assignments are equivalent. There is no difference in admissions requirements for on-campus and online Master's degree students. Since many on-campus students also take some online courses, online students often work on joint projects with on-campus students using electronic discussion and planning resources.

Nearly every student who elects to pursue the Master's degree online does so taking a course or two each semester and summer while remaining employed—usually as a teacher. Some began their course work on campus at Indiana University or another university, but then needed to move (often out of the country) for employment or personal reasons. Nearly all complete their degree work in 2-5 years.

This application is recognition that a small, but growing number of our Master's degree students seek the online version of the degree. The courses are delivered over the Internet using Indiana University's Oncourse system which includes e-mail, electronic discussion forums, joint group workspace, and access to the university library.

Item

1. On-Campus Enrollment/Degree History (from SIS) for online only students:

	<u>FY2007</u>	<u>FY2008</u>	<u>FY2009</u>
Headcount	16	16	15
FTE	6	6	7
Degrees	20	17	9 so far

2. Mix of Technologies:

This program will be delivered by using the following mix of technologies (select as many as apply):

☐ Television:

One Way Video

- ☐ IHETS - Satellite
- ☐ IHETS - Terrestrial
- ☐ IU VIC System
- ☐ Cable/Public TV
- ☐ Videocassette
- ☐ Other : (explain here)

Two-Way Video

- ☐ IHETS - Satellite
- ☐ IHETS - Terrestrial
- ☐ IU VIC System
- ☐ Other : (explain here)

x ☐ Internet/Web

- ☐ IHETS INDnet
- ☐ IU VIC System
- ☐ Other : (explain here)

☐ Computer-Based (CD-ROM, DVD, diskette, etc.)

☐ Audioconferencing/Audiocassette

☐ Print Correspondence

☐ Other : (explain here)

3. Access to the Instruction:

a. The selected mix of technologies allows students to receive the instruction in the following settings (select as many as apply):

- x ☐ Home
- x ☐ Workplace (Including Hospitals)
- x ☐ Libraries and Other Public, Non-Educational Settings
- x ☐ K-12 Schools
- x ☐ Campuses/Centers within the Same System
- x ☐ All Public Campuses/Centers

- b. Will the institution enroll students in the program from anywhere in the state?

☒ Yes *Since we work with teaching English as a Foreign Language, more than half our students are from outside the U.S.*
☐ No

(If "No", please explain here)

4. Schedule for Delivering Coursework:

- a. All required coursework in the major is offered via distance education technology over a 2-year period.
- b. A minimum of 5 elective courses is offered via distance education technology each year.
- c. Please explain how students will be able to complete general education, minor, and other curricular requirements outside of the major.

Several departments within the School of Education as well as across Indiana University now offer Master's degree level course work online. These courses are available to fulfill needs in elective and other non-departmental parts of the degree. It is also possible to transfer into the degree up to 9 credits of course work from other accredited institutions if the course work meets Office of Graduate Studies requirements and is approved by the Master's Program advisor.

5. Off-Campus Curriculum and Instruction:

- a. Will the off-campus curriculum be identical to the on-campus curriculum?

☒ Yes
☐ No

(If "No", please explain here)

- b. Will the program require students to complete laboratory or studio work?

☒ No
☐ Yes

(If "Yes", explain here)

- c. Please explain how the program will provide for timely and appropriate interaction between students and faculty members.

Online discussion, in which faculty members participate and usually guide, is an integral part of each course. In addition, faculty members provide feedback via assignments, telephone conversations and private e-mail communication. Because contact over the Internet is several times a week and often daily, online students often receive more timely responses to questions than students in on-campus courses that meet only once a week for 3 hours.

- d. Will the program require students to come to campus for any period of time?

☒ No
☐ Yes

If "Yes," please indicate for how long, with what frequency, and for what purpose.

(If "Yes", explain here)

- e. Please explain how the program will provide for timely and appropriate interaction between students and other students.

Each week, students are required to post electronic responses to readings and instructor discussion questions on the Oncourse discussion forum. By mid-week, they are to respond to and comment upon the postings of other students and read instructor postings about themes of the discussion and answering questions posted by students.

Many classes have small group assignments (e.g. develop group Powerpoint presentations) which students work together on in special small-group discussion spaces and later post for full-class response. It is possible for students to meet in "real-time" using Oncourse chat-room facilities or more often by posting and responding to comments over the period of a week since students from different time zones and parts of the world can be in the same group.

6. Assessment of Student Learning:

Please explain how student learning will be assessed.

Student assessment in classes is done through a combination of evaluating written assignments and the quality/quantity of discussion participation. The final capstone course of the degree program involves working with a faculty member to produce an electronic portfolio of materials demonstrating mastery of the academic and professional standards for the area (i.e. literacy or English Education or EFL) of the degree upon which the student has been focused. As part of National Accreditation, sample assignments and scoring guidelines for assignments have been collected.

7. Availability of Academic Support and Student Services:

Please explain how students will have access to each of the following academic support and student services:

- a. Admissions: *Both on-campus and online Masters degree students are able to apply for the degree program entirely online. Nearly all students do this. Telephone and e-mail support is available for questions.*
- b. Financial Aid: *Very few online Master's degree students qualify for financial aid because they are only taking a course or two per semester. Those very few who take heavier loads are able to apply for financial aid.*
- c. Academic Advising: *All students accepted into the Master's degree program are assigned to a faculty member who works with them to develop a program plan and is available for questions and advice.*
- d. Course Materials (including delivery mechanism): *Course materials are available through several sources. Journal articles and some class readings are available through the Indiana University Library electronic reserves. Books used in courses can be ordered and mailed to students via the University book store though it is also possible to order books online from Amazon or sometimes directly from publishers. Sample student papers and models of student work are sometimes posted for students to view on the Oncourse site.*
- e. Library Materials (including delivery mechanism) *Students have all the electronic resources of the Indiana University library including electronic reserves available. In addition, copies of articles and books not available electronically may be requested and received by surface mail.*
- f. Placement and Counseling: *Students are counseled by the faculty member assigned as their advisor. In addition they can receive counseling from course instructors and on university-related matters from DE registration personnel.*
- g. Technical support (e.g. on-line help desk): *The initial point of contact for technical support is either the DE registration desk (first contact) or later the course instructor once a student is enrolled. In nearly all cases, problems have been able to be handled by through these two points of contact. When this is not sufficient, students and their instructor are put in contact with University Information and Technology Services (UITS) until the problem is solved.*

8. Student Fees:

Fees¹ Charged per Semester Hour
for Part-Time Students

	<u>Indiana Residents</u>	<u>Non-Residents</u>
On-Campus Instruction Fees vary depending upon number of credits taken. Fees include Health, Technology and Transportation fees.	\$520.86	\$1151.68
Distance Education Instruction (DE students are not charged Health and Transportation fees)	\$366.87	\$366.87

9. Review Process:

This program will be reviewed under the process and criteria dated October 5 2009, which has been transmitted to the Commission for Higher Education.

¹ All tuition and mandatory fees

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

I. Prepared by Institution

Institution/Location: Indiana University-Bloomington
 Program: Master's Degree in Literacy, Culture and Language Education (DE version)

	Year 1 <u>FY2010</u>	Year 2 <u>FY2011</u>	Year 3 <u>FY2012</u>	Year 4 <u>FY2013</u>	Year 5 <u>FY2014</u>
Enrollment Projections (Headcount)					
Full-Time	2	2	2	2	2
Part-Time	18	20	22	24	26
Total	20	22	24	26	28
Enrollment Projections (FTE)					
Full-Time	3	3	3	3	3
Part-Time	5	5	5	5	5
Total	8	8	8	8	8
Degree Completions Projection	18	20	22	24	26
New State Funds Requested (Actual)	None requested				
New State Funds Requested (Increases)	No Increase requested				

II. Prepared by CHE

New State Funds To Be Considered
 for Recommendation (Actual)

New State Funds To Be Considered
 for Recommendation (Increases)

CHE Code:
 that Year 1 = FY199.

Campus Code:

County Code:

Degree Level:

CIP Code:

Comment: Budget calculations are based on the assumption