

CIT - 640 - Foundations of Instructional Design

2 Graduate Course Create 2022-23

I. Course Information

The faculty member originating this proposal is to complete sections I,II, III and IV.

Before starting this form, please review graduate curriculum website on policies and processes: <https://www.unlv.edu/graduatecollege/curriculum>

FILL IN ALL FIELDS. You will not be able to launch/submit the proposal without completing the required fields.

Department:*

Teaching and Learning

Prefix:*

CIT

Number:* 640

Is the creation of a new Prefix being requested?*

Yes

No

Suggested New Prefix:

Long Course Name:* Foundations of Instructional Design

Short Course Name (25 characters, can be abbreviated):* Foundations of ID

Explanation for Course Creation:*

This is an introductory course for students with no background in instructional design. It is intended to become a foundational component of a new MEd concentration in Instructional Design. The first concentration of its kind in the state of Nevada.

Differential fees required for this course?*

Yes

No

If yes, please explain:

Creating the Catalog Description:

avoid the use of the words *student*, *course*, and *covers*.

incomplete sentences are ok.

avoid repeating the course title.

use of an active voice, e.g. explores, investigates,...

50 words max.

**Catalog Description
50 words limit (read
guidelines above):***

Explores the fundamentals of instructional design, including: needs assessment, goal analysis, learner/context analysis, instructional strategies, instructional materials, and formative/summative evaluation. Examines a variety of design perspectives (e.g., ADDIE, Gagne, Bloom).

**Is this course a
culminating
experience?*** Yes No

**If Yes, to which
programs?**

**First term and year
you intend to offer
this course:***

Service-Learning designation

Information about Service-Learning is available [here](#). Faculty can visit the [faculty Service-Learning page](#) as well as the [UNLV Guide for Service Learning](#) for additional information.

**Are you adding a
Service-Learning
designation to this
course?*** Yes No

II. Catalog Information

**Will this be an
experimental (x)
course?*** Yes No

**Has this course
number been used
previously as an
Experimental (X)
course?** Yes No

**If yes, X-Course
Prefix:**

X-Course Number:

X-Course maximum offering

X Courses can only be offered a maximum of two times and within a two year limit after approval.

How many times will this x-course be offered? 1 2

Program Changes Needed?

If program changes are needed as a result of this course creation, **a separate program change proposal must be submitted.**

Please describe below your plan for program changes related to this proposal.

QUESTIONS? contact gradcurriculum@unlv.edu

Program(s) impacted by this new course:* No programs will be impacted by this change.

Detail the changes to the program catalog entry required due to the creation of this course:* This course will count toward degree requires in a new MEd concentration in Instructional design.

CROSS-LISTING OR COMBINING COURSES

300- or 400-level courses may be cross-listed with 500-level courses; 400-level courses may also be cross-listed to 600-level courses. Courses that are at the 700 level and above may not be cross-listed with undergraduate courses.

Select one of the options:* Same As = e.g. Undergraduate: same content and same career (UG/UG). Graduate: Same/similar course content and same career (Grad/Grad)
 Cross-listing = Cross-listed courses contain the same or similar content and may be in different programs (e.g. WMST 621 & SOC 621) or different careers (e.g. BIOL 467 & BIOL 667 or PSC 722 & PHIL 728)
 Not Cross-Listed or Same As

List cross-listing courses (or type "none"): none

CROSS-LISTING RATIONALE

Please answer the following questions in the "rationale" field below:

What aspect of graduate preparation is met via this course that goes beyond the undergraduate program?

What common aspects are offered in the cross-listings and what grad level pieces are not?

What would be beneficial in offering the cross-listed courses from a graduate education perspective?

**Cross-listing
Rationale:**

Credits

Fixed/Variable Credits:* Fixed Variable

If fixed, enter number of credits. If variable, enter minimum and maximum credits (E.g., 1-3).

Number of Credits: 3

Course Repeatability

**Can students repeat
this course?*** Yes
 No

**If yes, insert
maximum credits
students can earn
(blank=unlimited):**

Grading

Grading System* Letter Grade
 S/U
 S/F (will count towards GPA)
 S/X/F for Thesis/Dissertation

**The passing grade for
courses is assumed
as B- unless stated
otherwise. Please
indicate a different
passing grade for this
course if applicable:**

Special Topics Courses

**Is this a Special
Topics course?*** Yes No

List the topic(s):

**Are topics
repeatable?** Yes No

**If yes, list the credit
limit for each topic:**

Requisites (if any)

Graduate standing is the default prerequisite for all graduate-level courses.

Prerequisites:

**Corequisites -
course(s) that must
be taken
concurrently:**

**Does this course have
any non-credit
components?** Yes No

**If yes, indicate
component(s):**

- Clinical
- Discussion
- Field Studies
- Independent Study
- Internship
- Laboratory
- Lecture
- Practicum
- Research
- Seminar
- Supervision
- Thesis Research
- Dissertation Research

**Indicate the
instructional modes
that should be
available for
scheduling:***

- In Person Supplemental Web
- Field Study
- Hybrid
- Independent Study
- Web-based
- Web-based w/ on/off campus meeting
- Other

**If other instructional
mode, please
describe and explain:**

III. Evaluation of Library Resources

A. This section is completed by the faculty member originating this proposal—indicate library resources that will be needed to support this course.

Will this course Yes No

Will this course creation require changes to library resources?*

YES NO

Please indicate library resources that will be needed to support students taking this course:

- Core journals
- Core books (not required texts)
- Electronic resources (e.g., databases, videos, media, etc.)
- New Option

Critically needed journals for this subject area:

Core books needed:

Electronic Resources:

B. This section is completed by the librarian.

Level of support the Library can provide:

Library Comments:

IV. Syllabus

Syllabus

An accessible syllabus in Word or PDF format must accompany this form.

Graduate syllabi must meet the minimum criteria as required by the Provost's office (See Semester Memo under Executive Vice President and Provost Policies and Forms <https://www.unlv.edu/policies/current-policies>).

Cross-listed / Combined courses have only one syllabus that includes all the information for all courses being cross-listed/combined.



Graduate courses that are linked to undergraduate courses (300/500 and 400/600 level joint courses) must clearly state in the syllabus how the class experience and expectations are different for graduate students, what additional requirements students enrolled in the graduate level course must fulfill, and how the grading scale will be applied to graduate students.


Please attach an accessible syllabus by navigating to the “attach a file” icon at the right of this form.

Files Attached:* Accessible Syllabus

READY TO SUBMIT?

After completing the form, please follow these steps:

1. Finish the launch of your proposal by clicking the decisions icon  located to the right of the form. This will display a new decision/approval field on the top right.
2. Click on "approve", add an optional comment if necessary, and then click on the "Make My Decision" button at the bottom to move the proposal forward to the next step. You will see a notification indicating that the proposal has moved forward. You will not be able to edit after moving the proposal forward.
3. Please note that it is your responsibility as the proposer to see that the proposal is reviewed and receives all necessary approvals. Please be encouraged to reach out to reviewers on each step, if necessary.
4. You can check the status of the proposal by clicking on the workflow status icon  to verify that the proposal has gone to the next step.


The workflow status icon  will also show you the current step of the proposal at any given time, and who are the reviewers at that step.


QUESTIONS? contact gradcurriculum@unlv.edu

V. Department Vote Information

Note: This section is to be filled out by the Department Chair on behalf of the department committee.

(The role has been assigned to the corresponding person on this step. If incorrect, please notify gradcurriculum@unlv.edu)

1. Review the proposal. Discuss and make appropriate revisions.
2. Fill in vote information in the fields below, along with the approval.
3. Then approve/reject by clicking the decisions icon  located to the right of the form. This will display a new decision/approval field on the top right. Click on "approve", add an optional comment if necessary, and then click on the "Make My Decision" button at the bottom to move the proposal forward to the next step. You will see a notification indicating that the proposal has moved forward. You will not be able to edit after moving the proposal forward.

The workflow status icon  will also show you the current step of the proposal at any given time, and who are the reviewers at that step.

If there were any modifications to the proposal, please enter them in the comments box below:

Comments:

Date faculty voted on proposal: 3/23/2022


Result of vote (Number of yes/no/abstention votes): 7-0


Manner of vote (online, in-person, etc.): online

VI. College Vote Information

Note: This section is to be filled out by the Academic Associate Dean on behalf of the college/school committee.

(The role has been assigned to the corresponding person on this step. If incorrect, please notify gradcurriculum@unlv.edu)

1. Review the proposal. Discuss and make appropriate revisions.
2. Fill in vote information in the fields below, along with the approval.
3. Then approve/reject by clicking the decisions icon  located to the right of the form. This will display a new decision/approval field on the top right. Click on "approve", add an optional comment if necessary, and then click on the "Make My Decision" button at the bottom to move the proposal forward to the next step. You will see a notification indicating that the proposal has moved forward. You will not be able to edit after moving the proposal forward.

The workflow status icon  will also show you the current step of the proposal at any given time, and who are the reviewers at that step.

Date faculty voted on proposal: 3/31/2022

Result of vote (Number of yes/no/abstention votes): 8-0

Manner of vote (online, in-person, etc.): online

VII. Graduate College and Registrar Use Only

PS Processing Notes:

PS Processing Date:

Initials:

**Aalog Processing
Notes:**

**Aalog Processing
Date:**

Initials:

Comments for CIT - 640 - Foundations of Instructional Design

Curriculog	4/21/2022 10:24 am Reply
Graduate Curriculum has approved this proposal on Graduate Course Review Committee.	
Curriculog	4/20/2022 5:12 pm Reply
James Navalta has approved this proposal on behalf of Graduate Course Review Committee. See Graduate Course Review Committee 4-13-2022c for more information.	
Maria Roberts	4/4/2022 5:05 pm Reply
Maria B. Roberts approved for Associate Dean of Academic and Professional Programs.	
Curriculog	4/4/2022 5:05 pm Reply
Maria Roberts has approved this proposal on School/College Associate Dean/ Dean.	
Lisa Bendixen	3/31/2022 2:55 pm Reply
Unanimous vote to approve via zoom meeting (8/8).	
Curriculog	3/31/2022 2:55 pm Reply
Lisa Bendixen has approved this proposal on School/College Committee.	
Curriculog	3/23/2022 3:42 pm Reply
TL Chair has approved this proposal on Department Chair.	
Curriculog	3/23/2022 9:48 am Reply
TL Graduate Coordinator has approved this proposal on Graduate Coordinator.	
Curriculog	3/23/2022 9:47 am Reply
T&L Secondary Programs has approved this proposal on Graduate Coordinator.	
Curriculog	3/22/2022 4:10 pm Reply
T&L Elementary Programs has approved this proposal on Graduate Coordinator.	
Curriculog	3/22/2022 8:23 am Reply

TL Doctors Graduate Coordinator has approved this proposal on Graduate Coordinator.

Curriculog

3/22/2022 8:23 am [Reply](#)

TL Doctors Graduate Coordinator has approved this proposal on Graduate Coordinator.

Curriculog

3/22/2022 8:22 am [Reply](#)

TL Doctors Graduate Coordinator has approved this proposal on Graduate Coordinator.

Curriculog

3/22/2022 8:21 am [Reply](#)

TL Doctors Graduate Coordinator has approved this proposal on Graduate Coordinator.

Curriculog

3/22/2022 8:20 am [Reply](#)

TL Doctors Graduate Coordinator has approved this proposal on Graduate Coordinator.

Curriculog

3/22/2022 8:20 am [Reply](#)

TL Doctors Graduate Coordinator has approved this proposal on Graduate Coordinator.

Curriculog

3/21/2022 11:53 am [Reply](#)

T&L Masters Programs has approved this proposal on Graduate Coordinator.

Curriculog

3/10/2022 3:59 pm [Reply](#)

Graduate Curriculum has approved this proposal on Technical Review.

Curriculog

3/10/2022 2:55 pm [Reply](#)

Michael McCreery has approved this proposal on Originator.

Graduate Curriculum

3/10/2022 2:43 pm [Reply](#)

"- Please review suggestive revised title and description. If satisfactory, no action needs to be taken regarding title and description, simply approve the proposal once again. Otherwise please re-edit and approve with comments. For assistance please contact gradcurriculum@unlv.edu"

Curriculog

3/10/2022 2:43 pm [Reply](#)

Graduate Curriculum has rejected this proposal on Technical Review.

Curriculog

3/10/2022 10:01 am [Reply](#)

Michael McCreery has approved this proposal on Originator.

Curriculog

3/3/2022 9:34 am [Reply](#)

Michael Mccreery has launched this proposal.