

**MICHIGAN STATE**  
**UNIVERSITY**

January 22, 2010

**MEMORANDUM**

**TO:** Dr. Douglas Estry, Associate Provost for Undergraduate Education  
and Dean of Undergraduate Studies

**FROM:** Dr. Linda O. Stanford, Associate Provost for Academic Services

**RE:** Request for a New Disciplinary Teaching Minor in Spanish-Elementary  
For Transmittal to the University Committee on Academic Policy (UCAP)

The request referenced above is being sent to the University Committee on Academic Policy (UCAP) in accordance with the *Bylaws for Academic Governance*, 4.4.

UCAP Response Requested:

Please ask the UCAP to consider the request referenced above at its meeting on February 11, 2010. Please mail the related materials referenced under the heading Attachments at the end of this memorandum to the UCAP members.

After receiving UCAP's consultative response, the Provost will make a determination to forward the request to the University Committee on Curriculum for approval of its curriculum and degree requirements.

If you have any questions, please call Joy Speas, University Curriculum Administrator, at 5-8420.

Thank you.

Attachments:

1. Request to Change an Academic Program form dated January 6, 2010: Spanish-Elementary Disciplinary Teaching Minor and attachments.



**UNIVERSITY  
CURRICULUM  
and CATALOG**

Michigan State University  
176 Administration Building  
East Lansing, Michigan  
48824-1046

PH: 517/355-8420  
FAX: 517/353-1935

s:\share\ucaps\pnteachminor

**COLLEGE OF ARTS AND LETTERS**

1. Request for a new disciplinary teaching minor leading to the **Minor in Spanish-Elementary**. The Teacher Education Council (TEC) will consider this request at its February 1, 2010 meeting. The University Committee on Academic Policy (UCAP) will consider this request at its February 11, 2010 meeting.

a. **Background Information:**

Currently there is a single teaching minor in Spanish. This minor serves students seeking certification in Spanish at both the elementary and secondary levels. Students at the elementary level do not obtain the language teaching methodology secondary education students receive as part of their secondary teacher education course work. This change will allow elementary education students to receive the same training without sacrificing cultural content which is covered as an integral part of all courses in the minor.

b. **Academic Programs Catalog Text:**

**SPANISH — ELEMENTARY**

LLT	307	Methods of Teaching English to Speakers of Other Languages	3
SPN	310	Basic Spanish Grammar	3
SPN	320	Cultural Readings and Composition (W)	3
SPN	330	Phonetics and Pronunciation	3
SPN	342	Media and Conversation	3
SPN	350	Introduction to Reading Hispanic Literature (W)	3
SPN	440	The Structure of Spanish	3
One of the following courses:			
SPN	420	Spain and its Literature	3
SPN	432	Latin America and its Literature	3
			24

Effective Fall 2010.

2. Request to change the name of the disciplinary teaching minor leading to the **Minor in Spanish** from **Spanish to Spanish-Secondary**. The Teacher Education Council (TEC) will consider this request at its February 1, 2010 meeting.

Students admitted to the disciplinary teaching minor prior to Fall 2010 will be awarded a disciplinary teaching minor in Spanish.

Students admitted to the disciplinary teaching minor Fall 2010 and after will be awarded a disciplinary teaching minor in Spanish-Secondary.

Effective Fall 2010.

3. Request to change the requirements for the disciplinary teaching minor leading to the **Minor in Spanish-Secondary**. The Teacher Education Council (TEC) will consider this request at its February 1, 2010 meeting.

a. Under the heading **Spanish-Secondary** delete the following course:

SPN	340	Media and Conversation	3
-----	-----	------------------------	---

Add the following course:

SPN	342	Media and Conversation	3
-----	-----	------------------------	---

Effective Fall 2010.

<b>View a Program</b>		<b>Main Menu</b>
Joy Speas, RO	Wednesday, 1/6/2010	
<b>Program Name: Spanish Teaching Minor - Elementary</b> <b>Degree: MNEL Sequence Number: 2</b>	Program Request ID: 1649	
<b>Effective Dates: Fall 2010 - Open Status: Interim Initial Action: Change</b>		
<b>Requested Date: 12/1/2009 4:21:13 PM</b>		
<p><b>1. Department/School/College:</b> 04779 .... Department of Spanish and Portuguese</p> <p><b>2. Name of Program:</b> Spanish Teaching Minor - Elementary</p> <p><b>3. Name of Degree:</b> MNEL</p> <p><b>4. Type of Program:</b> Minor, TE Elementary</p> <p><b>5. Effective Start Semester:</b> Fall 2010</p> <p><b>6. Target student audience for the program:</b> Elementary Education majors in the College of Education minoring in Spanish</p> <p><b>7. Enrollment:</b> <b>What is the expected enrollment per year: 50</b> <b>What is the minimum enrollment acceptable: 5</b></p> <p><b>8. Source of budget for the program:</b> To align academic planning and curricular change, ALL requests for NEW funds must be included in the College's annual planning letter. Provost approval of new funds and the effective date for the new program must align. If funding is not approved, then the program request will not be forwarded to Academic Council.  Internal reallocation  If new funds, was this request included in the College's annual planning letter? Indicate yes or no. If no, then this is a department or college fund reallocation (If the program is implemented, no additional resources are required.).</p> <p><b>9. Projected Costs as compared to other programs in unit:</b> Same</p> <p><b>10. Staff requirement:</b> How many additional staff will be required: 0  Who will provide the primary instruction. Describe any external linkages(industry, government, etc.): All current faculty in the area of Spanish teach courses applicable to the minor, this</p>		

currently includes thirteen tenure-stream professors and several fixed-term faculty.

**11. Will additional equipment be required:**

Approximate cost: 0

Source of funding:

**12. Will additional library materials be required:**

Approximate cost: 0

Source of funding: n/a

**13. Will additional space be required:**

Type:

Approximate amount: 0

**14. If the program requirements contain a named concentration, do you wish for the concentration to be noted on the student's transcript?:**

No

**15. Detailed Description:**

a. Background: This new proposed minor adds a language teaching methodology component to the current teaching minor.

b. Rationale for minor: The current Teaching Minor in Spanish does not provide for language teaching methodology. Secondary education students receive this methodology training as part of their Teacher Education coursework. This change will allow Elementary Education majors to be guaranteed the same training. This replaces SPN 412 Topics in Hispanic Culture with LLT 307 Methods of Teaching English to Speakers of Other Languages. This change introduces language teaching methodology without sacrificing cultural content, which is covered as an integral part of all courses in the program.

c. Rationale for program being housed in the primary administrative unit: It would be proper to offer the Spanish Teaching Minor for Elementary Education in the same department where the other Spanish programs are housed and in the same department that houses the current coursework.

d. Educational objectives: The Spanish Teaching Minor for Elementary Education will create more globally-aware, internationally focused graduates. Students will be able to communicate at low-advanced levels in the language as measured on the ACTFL scale in reading, writing, speaking, and listening. They will demonstrate knowledge of Hispanic cultures through a general understanding of literature and other cultural expressions. They will have theoretical and practical experience in facilitating the use of the language by others.

e. Faculty: all current faculty in the area of Spanish teach courses applicable to the minor, this currently includes thirteen tenure-stream professors and several fixed-term faculty.

f. Evaluation/Assessment: Evaluation of student achievement will take place during the courses required for the minor via written and oral examinations. Every student will be required to complete coursework in language, literature, and culture including at least two writing-intensive (w) courses in order to complete the minor. This program will be assessed with other department offerings each semester by the curriculum committee of the Department of Spanish and Portuguese as well as by the full faculty during periodic reviews. The committee and full faculty review will include records of grade distribution, syllabi, student course evaluations and faculty experience teaching relevant courses and teaching students that are members of the program.

g. Program description and requirements as they will appear in the catalogue:

The Spanish Teaching Minor for Elementary Education, administered by the Department of Spanish and Portuguese in the college of Arts and Letters, is available as an elective to students enrolled in the bachelor's degree program in Elementary Education at Michigan State University.

The Spanish Teaching Minor for Elementary Education will promote study of the liberal arts and assist in creating more globally aware, internationally focused graduates with knowledge of the language as well as the cultures of the Spanish-speaking world.

Courses used for this minor may also be used to fulfill the requirements of a student's bachelor's degree; students should consult with the department and college of the primary degree program for course applicability.

Requirements:

Complete a minimum of 24 credits including:

1. The following required courses for the minor (24 credits)

SPN 310 Basic Spanish Grammar (3 credits)

SPN 320	Cultural Reading & Composition (3 credits)
SPN 330	Phonetics & Pronunciation(3 credits)
SPN <del>340</del> <b>342</b>	Media & Conversation (3 credits)
SPN 350	Introduction to Reading Hispanic Literature (3 credits)
<del>SPN 412</del>	<del>Topics in Hispanic Culture (3 credits)</del>
SPN 440	The Structure of Spanish (3 credits)
<u>LLT 307</u>	<u>Methods of Teaching English to Speakers of Other Languages (3 credits)</u>

One of the following:

SPN 420 Spain and its Literature (3 credits)

SPN 432 Latin America and its Literature (3 credits)

i. N/A

j. teacher certification through the MSU Teacher Education Program, and the Michigan Department of Education

h. N/A

**16. Are there admissions requirements for this program?:**

Grade or grade-point average requirements and if so in which course(s), portfolio requirement, audition, essay, etc. If there are not admission requirements other than those required by the University policy indicate "none".

Admissions requirements are governed by the College of Education.

**17. Type(s) of change(s):**

SPN 412 is being exchanged for LLT 307 in order to ensure that students have proper preparation in language teaching methodology

**18. Students who will be affected by the proposed changes:**

New Elementary Education Minors in the College of Education

**19. Will the proposed change(s) have a negative impact on students? If so, which ones?:**

No

Describe impact and explain what accommodations will be made:

**20. Reason(s) for change(s):**

Admissions requirements are governed by the College of Education.

**DEPARTMENT LEVEL APPROVAL STATUS**

Approved: Department of Spanish and Portuguese  
12/22/2009 12:48:07 PM by Jade Sims for Nancy Marino, Acting Chairperson

**SIGNOFFS STATUS**

No Response by: College of Education

**COLLEGE LEVEL APPROVAL STATUS**

Approved: College of Arts and Letters  
1/6/2010 8:29:34 AM by Theresa Walker for Janet Swenson, Associate Dean



<b>View a Program</b>		<b>Main Menu</b>
Joy Speas, RO	Wednesday, 1/6/2010	
<b>Program Name: Spanish Teaching Minor--Secondary</b> <b>Degree: MNSE Sequence Number: 2</b>	Program Request ID: 1648	
<b>Effective Dates: Fall 2010 - Open Status: Interim Initial Action: Change</b>		
<b>Requested Date: 12/1/2009 3:50:22 PM</b>		
<p><b>1. Department/School/College:</b> 04779 .... Department of Spanish and Portuguese</p> <p><b>2. Name of Program:</b> Spanish Teaching Minor--Secondary</p> <p><b>3. Name of Degree:</b> MNSE</p> <p><b>4. Type of Program:</b> Minor, TE Secondary</p> <p><b>5. Effective Start Semester:</b> Fall 2010</p> <p><b>6. Target student audience for the program:</b> Spanish teaching minors pursuing secondary education certification</p> <p><b>7. Enrollment:</b> <b>What is the expected enrollment per year: 50</b> <b>What is the minimum enrollment acceptable: 5</b></p> <p><b>8. Source of budget for the program:</b> To align academic planning and curricular change, ALL requests for NEW funds must be included in the College's annual planning letter. Provost approval of new funds and the effective date for the new program must align. If funding is not approved, then the program request will not be forwarded to Academic Council.  Internal reallocation  If new funds, was this request included in the College's annual planning letter? Indicate yes or no. If no, then this is a department or college fund reallocation (If the program is implemented, no additional resources are required.).</p> <p><b>9. Projected Costs as compared to other programs in unit:</b> Same</p> <p><b>10. Staff requirement:</b> How many additional staff will be required: 0  Who will provide the primary instruction. Describe any external linkages(industry, government, etc.): all current faculty in the area of Spanish teach courses applicable to the minor, this</p>		

currently includes thirteen tenure-stream professors and several fixed-term faculty.

**11. Will additional equipment be required:**

Approximate cost: 0

Source of funding:

**12. Will additional library materials be required:**

Approximate cost: 0

Source of funding: na

**13. Will additional space be required:**

Type:

Approximate amount: 0

**14. If the program requirements contain a named concentration, do you wish for the concentration to be noted on the student's transcript?:**

No

**15. Detailed Description:**

a. Background: This changes the title of the Spanish Teaching Minor in Secondary Education to differentiate it from the Spanish Teaching Minor in Elementary Education.

b. Rationale for minor: With separate titles the two education minors can be distinguished from each other.

c. Rationale for program being housed in the primary administrative unit: It would be proper to offer the Spanish Teaching Minor for Elementary Education in the same department where the other Spanish programs are housed and in the same department that houses the current coursework.

d. Educational objectives: The Spanish Teaching Minor for Elementary Education will create more globally-aware, internationally focused graduates. Students will be able to communicate at low-advanced levels in the language as measured on the ACTFL scale in reading, writing, speaking, and listening. They will demonstrate knowledge of Hispanic cultures through a general understanding of literature and other cultural expressions. They will have theoretical and practical experience in facilitating the use of the language by others.

e. Faculty: all current faculty in the area of Spanish teach courses applicable to the minor, this currently includes thirteen tenure-stream professors and several fixed-term faculty.

f. Evaluation/Assessment: Evaluation of student achievement will take place during the courses required for the minor via written and oral examinations. Every student will be required to complete coursework in language, literature, and culture including at least two writing-intensive (w) courses in order to complete the minor. This program will be assessed with other department offerings each semester by the curriculum committee of the Department of Spanish and Portuguese as well as by the full faculty during periodic reviews. The committee and full faculty review will include records of grade distribution, syllabi, student course evaluations and faculty experience teaching relevant courses and teaching students that are members of the program.

g. Program description and requirements as they will appear in the catalogue:

The Spanish Teaching Minor for Secondary Education, administered by the Department of Spanish and Portuguese in the college of Arts and Letters, is available as an elective to students enrolled in the bachelor's degree program in Secondary Education at Michigan State University.

The Spanish Teaching Minor for Secondary Education will promote study of the liberal arts and assist in creating more globally aware, internationally focused graduates with knowledge of the language as well as the cultures of the Spanish-speaking world.

Courses used for this minor may also be used to fulfill the requirements of a student's bachelor's degree; students should consult with the department and college of the primary degree program for course applicability.

Requirements:

Complete a minimum of 24 credits including:

1. The following required courses for the minor (24 credits)
 

SPN 310	Basic Spanish Grammar (3 credits)
SPN 320	Cultural Reading & Composition (3 credits)
SPN 330	Phonetics & Pronunciation (3 credits)
SPN 340 342	Media & Conversation (3 credits)
SPN 350	Introduction to Reading Hispanic Literature (3 credits)
SPN 412	Topics in Hispanic Culture (3 credits)



SPN 440            The Structure of Spanish (3 credits)  
 One of the following:  
 SPN 420            Spain and its Literature (3 credits)  
 SPN 432            Latin America and its Literature (3 credits)

**16. Are there admissions requirements for this program?:**

Grade or grade-point average requirements and if so in which course(s), portfolio requirement, audition, essay, etc. If there are not admission requirements other than those required by the University policy indicate "none".

Admission requirements to the teacher certification program are governed by the College of Education.

**17. Type(s) of change(s):**

Title change

**18. Students who will be affected by the proposed changes:**

Secondary teacher education students wishing to minor in Spanish

**19. Will the proposed change(s) have a negative impact on students? If so, which ones?:**

Describe impact and explain what accommodations will be made:

**20. Reason(s) for change(s):**

This changes the title of the Spanish Teaching Minor in Secondary Education to differentiate it from the Spanish Teaching Minor in Elementary Education.

**DEPARTMENT LEVEL APPROVAL STATUS**

Approved: Department of Spanish and Portuguese  
 12/22/2009 12:54:44 PM by Jade Sims for Nancy Marino, Acting Chairperson

**SIGNOFFS STATUS**

No Response by: College of Education

**COLLEGE LEVEL APPROVAL STATUS**

Approved: College of Arts and Letters  
 1/6/2010 8:29:43 AM by Theresa Walker for Janet Swenson, Associate Dean

DRAFT

SPANISH - ELEMENTARY

SPN 310	Basic Spanish Grammar.....	3
SPN 320	Cultural Readings and Composition (W) .....	3
SPN 330	Phonetics and Pronunciation .....	3
<del>SPN 340</del>	<del>Media and Conversation.....</del>	<del>3</del>
SPN 350	Introduction to Reading Hispanic Literature (W).....	3
<del>SPN 412</del>	<del>Topics in Hispanic Culture .....</del>	<del>3</del>
SPN 440	The Structure of Spanish .....	3
One of the following courses:		
SPN 420	Spain and its Literature.....	3
SPN 432	Latin America and its Literature .....	3

LLT 307 Methods of Teaching  
English to Speakers  
of Other Languages 3

24

Insert ①

DRAFT

SPANISH — *SECONDARY*

SPN 310	Basic Spanish Grammar.....	3
SPN 320	Cultural Readings and Composition (W) .....	3
SPN 330	Phonetics and Pronunciation .....	3
<del>SPN 340</del>	Media and Conversation.....	3
SPN 350	Introduction to Reading Hispanic Literature (W).....	3
SPN 412	Topics in Hispanic Culture .....	3
SPN 440	The Structure of Spanish .....	3
One of the following courses:		
SPN 420	Spain and its Literature .....	3
SPN 432	Latin America and its Literature .....	3

24

*Insert ①*

**Disciplinary Teaching Minors Available for Elementary  
Teacher Certification**

Students electing to complete the requirements for two disciplinary teaching minors should make their choices from the listing below.

MINOR	COLLEGE
Chinese	Arts and Letters
Computer Science	Engineering
English	Arts and Letters
Environmental Science	Agriculture and Natural Resources
French	Arts and Letters
Geography	Social Science
German	Arts and Letters
History	Social Science
Japanese	Arts and Letters
Mathematics-Elementary	Natural Science
Russian	Arts and Letters
Spanish - <i>Elementary</i>	Arts and Letters
Teaching English to Speakers of Other Languages	Arts and Letters

**Disciplinary Teaching Minors Available for Secondary  
Teacher Certification**

MINOR	COLLEGE
Agriscience	Agriculture and Natural Resources
Anthropology	Social Science
Biological Science	Natural Science
Chemistry	Natural Science
Chinese	Arts and Letters
Computer Science	Engineering
Earth Science	Natural Science
Economics	Social Science
English	Arts and Letters
Environmental Science	Agriculture and Natural Resources
French	Arts and Letters
Geography	Social Science
German	Arts and Letters
History	Social Science
Italian	Arts and Letters
Japanese	Arts and Letters
Journalism	Communication Arts and Sciences
Latin	Arts and Letters
Mathematics-Secondary	Natural Science
Physics	Natural Science
Political Science	Social Science
Psychology	Social Science
Religious Studies	Arts and Letters
Russian	Arts and Letters
Sociology	Social Science
Spanish <i>Secondary</i>	Arts and Letters
Teaching English to Speakers of Other Languages	Arts and Letters

## TEACHER CERTIFICATION OPTIONS

The Spanish disciplinary major leading to the Bachelor of Arts degree is available for teacher certification.

The Spanish disciplinary minor is also available for teacher certification.

Students who elect the disciplinary major or the disciplinary minor referenced above must contact the Department of Spanish and Portuguese.

For additional information, refer to the statement on *TEACHER CERTIFICATION* in the *Department of Teacher Education* section of this catalog.

-Elementary  
and Spanish-Secondary