Curriculum Development Form

Modify an Existing Program (Academic Award)

Program Name (Academic Award): Family Services
CIP Code: 44.0000

Type of Academic Award: □ AA □ AAS □ AFA □ AS □ Diploma □ Certificate □ Transfer Pathway
Current Location: □ Faribault □ North Mankato

Current Credits: 60 Proposed Credits: 60
Date of Proposal: 12/7/18 Proposed Implementation Date: Summer '19

Contact Person: Lynn Michel

What is the modification being proposed?
Remove requirement: (DEU 1312 Preschool Dev.
Add: ECE 2580 Observation & Assessment
Add: 1 additional credit of LAS

What impact will the modification have?
No impact on other programs.

Describe the rationale for this modification:
ECE program will not be offering Preschool Dev.

As Faculty Developer, by signing this Modify an Existing Program form, the Curriculum Committee is assured of the following (check marks required):

Prior to Preparing Documentation
☑ Initiation — idea was submitted to Department Chair(s) and Academic Dean/Director for discussion and support
☑ Explored existing program offerings to identify potential duplication
☑ Completed Intention Form

Continue the Curriculum Development Process
☑ Completed the comparison template outlining old program plan vs. new program plan, noting changes between the old and new
☑ Completed the WIDS Program Project, which includes outlining scope and sequence of program

Please Note: If courses do not already exist, the shell of each course must be created in WIDS before the WIDS Program Project can be completed
☑ Identified prerequisites (if any) for admission to the program
☑ Created program description in WIDS
☑ Created measurable program student learning outcomes in WIDS
☑ Proofread documentation for correct content
☑ Proofread documentation for grammatical and typographical errors
☑ For technical programs, the change was discussed at Advisory Committee meeting (upload meeting minutes)
☑ Uploaded additional documentation to WIDS (comparison template, etc.)

Lynn Michel 12/7/18
Faculty Developer Signature Date
As Primary Department Chair, by signing this *Modify an Existing Program* form, the Curriculum Committee is assured of the following (check marks required):

- [ ] Documentation through email and department meetings made available for other faculty and programs to provide feedback
- [ ] Proofread documentation for correct content and proper structure
- [ ] Proofread documentation for grammatical and typographical errors
- [ ] For LAS programs, signature of all LAS Department Chairs included

☐ I support this program plan       ☐ I do not support this program plan — please provide reason(s):

[Signature]  12/17/18

Primary Department Chair Signature  Date

For all modified program, if Primary Department Chair does not support the modified program proposal, faculty developer can elevate the proposal to AASC for resolution.

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For AA, AFA and AS Degrees Only — As a LAS Department Chair, by signing this *Modify an Existing Program* form, the Curriculum Committee is assured of the following (check marks required):

- [ ] Documentation through email and department meetings made available for other faculty and programs to provide feedback

☐ I support this program plan       ☐ I do not support this program plan — please provide reason(s):

[Signature]  Date

LAS Department Chair Signature  Date

☐ I support this program plan       ☐ I do not support this program plan — please provide reason(s):

[Signature]  Date

LAS Department Chair Signature  Date

☐ I support this program plan       ☐ I do not support this program plan — please provide reason(s):

[Signature]  Date

LAS Department Chair Signature  Date

If all four LAS Department Chairs do not support the modified program proposal, faculty developer can elevate the proposal to AASC for resolution.
As Academic Dean/Director, by signing this Modify an Existing Program form, the Curriculum Committee is assured of the following (check marks required):

☐ Identified potential opportunities and impacts of the change on other programs/departments (request DARS search from Registrar’s Office)
☐ Provided supporting documentation to populate Program Navigator

☑ I support this program plan   ☐ I do not support this program plan — please provide reason(s):

[Signature]  12/7/18

Academic Dean/Director Signature  Date

If Academic Dean/Director does not support the modified program proposal, faculty developer can elevate the proposal to AASC for resolution.

Upload this signed form as a PDF to WIDS Shared Document folder — Curriculum Committee. Place signed original forms in Curriculum Committee mailbox.

Following Curriculum Committee support, this form is completed with final signatures.

[Signature]  12/7/2018
Curriculum Committee Chair Signature  Date

[Signature]  12/7/18
Vice President of Student and Academic Affairs Signature  Date

[Signature]  12/11/18
President Signature  Date

The following steps are possible post-approval steps

Modify an Existing Program — Credit length change

Modify an Existing Program — No credit length change

Upload to MnSCU Program Navigator
- Curriculum Committee Chair electronic approval
- Vice President of Student and Academic Affairs electronic approval
- President electronic approval
- Vice President of Student and Academic Affairs electronic approval (2nd)
- MnSCU reviews for final approval
- MnSCU grants approval

Student Affairs
- ISRS; DARS; eCatalog
Scope and Sequence for Perkins Programs of Study
Federal Dept. of Education review
Higher Learning Commissions (HLC) review

Student Affairs (documentation posted on CC website)
- ISRS; DARS; eCatalog
Scope and Sequence for Perkins Programs of Study
<table>
<thead>
<tr>
<th>Year</th>
<th>Family Services Specialist</th>
<th>AAS Degree</th>
<th>Fall 2019</th>
<th>Fall 2018</th>
<th>Fall 2017</th>
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<tr>
<td></td>
<td>Required Early Childhood Courses</td>
<td>27 credits</td>
<td>ECE 1210 Child Growth &amp; Development</td>
<td>ECE 1210 Child Growth &amp; Development</td>
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<td>Required Child Development Courses</td>
<td>24 credits</td>
<td>CDEV 1230 Health Safety &amp; Nutrition</td>
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<td>24 credits</td>
<td>CDEV 1240 Working with Diverse Families &amp; Children</td>
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<td>Required Child Development Courses</td>
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<td>CDEV 1301 Infant/Toddler Development</td>
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<td>Required Child Development Courses</td>
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<td>CDEV 1312 Preschool Development</td>
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<td>Required Child Development Courses</td>
<td>24 credits</td>
<td>CDEV 2310 Children with Differing Abilities</td>
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<td>CDEV 2510 Social-Emotional Development</td>
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<td>24 credits</td>
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<td>Required HSER Courses</td>
<td>17 credits</td>
<td>ECE 2310 Introduction to Special Education</td>
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<td>ECE 1260 Observation and Assessment</td>
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<td>Required CSS Courses</td>
<td>15 credits</td>
<td>CDEV 1500 Intro to Counseling</td>
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<td>CSS 1801 Direct Service Professionalism</td>
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<td>CSS 1902 Physical Developmental Supports</td>
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<td>Required CSS Courses</td>
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<td>CSS 1913 Supportive Interventions</td>
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<td>Required CSS Courses</td>
<td>15 credits</td>
<td>CSS 1811 Facilitating Positive Behaviors</td>
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<td>CSS 1911 Internship Seminar (2018 no longer required)</td>
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<td>NEW: HSER 1030 Poverty</td>
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<td>HSER 1030 Poverty</td>
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<td>Required Liberal Arts &amp; Sciences: 13 credits</td>
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<td>NEW: HSER 2000 Field Experience</td>
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<td>ENG 100 Composition</td>
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<td>HSER 2000 Field Experience</td>
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<td>SOWK 105 Social Welfare Services (Prerequisite ENG 100)</td>
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<td>Required Liberal Arts &amp; Sciences: 11 credits</td>
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<td>SOWK 101 Intro to Sociology</td>
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<td>ENG 100 Composition</td>
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<td>SOWK 100 Intro to Social Work (2018 no longer required)</td>
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<td>SOWK 115 Social Welfare Services</td>
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<td>SOC 101 Intro to Sociology</td>
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<td>Elective Liberal Arts &amp; Sciences: 8 credits</td>
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