Curriculum Development Form — New Course

Course Designator, Number, Title and Number of Credits (i.e. ACCT 1800, Business Law, 3 cr)
Math 0075, Algebra for College Students, 6 cr.

Date of Proposal: 3/7/2018  Author: Arlene Ellason

Course Contact: Arlene Ellason, any math UFT  Grading Method: Grade  Pass/Fail
Scheduling: Fall  Spring  Summer  Alternate Years  Variable  On Demand
Is this proposed course a Liberal Arts and Sciences course?  Yes  No
If yes, which MnTC area(s) will it fulfill (http://mntransfer.org)?

1  2  3  4  5  6  7  8  9  10

Is this course a requirement/elective for a specific program or programs?  Yes  No
If yes, which program(s)? This course will be another path to complete the prerequisite of Math 0085.

— DARS search
What impact will this new course have on other program(s)? This course will allow students to enter a program quicker by taking one semester instead of two to complete the Math 0075, 0085 path.

Describe the rationale for offering this new course: Students who score in the midrange of those assigned to Math 75 can take this class for 6 credits to complete the rest of Math 75 and all of Math 85 in the same semester.

As Faculty Developer, by signing this New Course 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 course offerings to identify potential duplication
☐ Completed Online Intention Form
Continue the Curriculum Development Process
☐ Used online WIDS to create Common Course Outline (CCO)
☐ Identified:
  • concise 2-3 sentence course description  • course name  • lecture/lab credits and hour breakdown  • course prefix and number  • prerequisites  • MnTC goal area — LAS courses
☐ Completed MnTC Goal Area Cross-walk within WIDS (for LAS MnTC courses only)
☐ Created measurable course competencies and learning objectives
☐ Considered potential opportunities and impacts of the change on other programs/departments — DARS Search
☐ Proofread documentation for correct content on CCOs based on SCC example
☐ Proofread documentation for grammatical and typographical errors
Class Maximum Request Form completed (upload signed form in WIDS)

Facility Developer Signature  March 7, 2018

As Primary Department Chair, by signing this New Course 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, includes MnTC Goal Area Cross-walk Template(s)
☐ Proofread documentation for correct content and proper structure on CCOs based on SCC example
☐ Proofread documentation for grammatical and typographical errors
☐ I support this course  I do not support this course — please provide reason(s):

Primary Department Chair Signature  3/30/18
For LAS (MnTC courses) — As a LAS Department Chair, by signing this New Course form, the Curriculum Committee is assured of the following (check marks required):

☑ I support this course

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

LAS Department Chair Signature

Date

☑ I support this course

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

LAS Department Chair Signature

Date

☑ I support this course

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

LAS Department Chair Signature

Date

If all 4 LAS Department Chairs do not support the new course proposal, faculty developer can elevate the proposal to AASC for resolution.

As Academic Dean/Director, by signing this New Course form, the Curriculum Committee is assured of the following (check marks required):

☑ Identified potential opportunities and impacts of the change on other programs/departments — DARS search

☐ Reviewed MnTC Goal Area Cross-walk Template (for LAS MnTC courses only)

☐ MnTC Goal Area is appropriate based on MnSCU guidelines — Transfer Specialist consulted

☑ Verified credentials for faculty teaching the course

Class Maximum Request Form completed (upload signed form in WIDS)

☑ I support this course

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

Academic Dean/Director Signature

Date

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

Upload this signed form as a PDF to WIDS Shared Document folder — Curriculum Committee.

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

☑️

Curriculum Committee Chair Signature

Date

☑️

Vice President of Student and Academic Affairs Signature

Date