

9/1/17 ✓

### Curriculum Development Form — Modify an Existing Course

Course Designer, Number, Title and Number of Credits (i.e. ACCT 1800, Business Law, 3 cr)  
**BIOL 101, Introduction to Ecology, 4 cr**

Date of Proposal: 04/03/17 Author: Shawn Schroeder

Course Contact: \_\_\_\_\_ 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

The course is being:  Modified  Deleted (complete Intention Form and obtain signatures)

Describe the modification Revision of course learning outcomes to place greater emphasis on human impacts on the environment  
and the rationale: \_\_\_\_\_

Is this course a requirement/elective for a specific program or programs?  Yes  No

If yes, which program(s)? LAS

— DARS search \_\_\_\_\_

What impact will this modified None  
course have on other program(s)? \_\_\_\_\_

*Attach additional paperwork if necessary*

**As Faculty Developer, by signing this *Modify an Existing 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
- Completed Intention Form

***Continue the Curriculum Development Process***

- COPY of existing CCO was used to make changes
- Double-checked:
  - 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)
- Verified 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 and proper structure on CCOs based on SCC example
- Proofread documentation for grammatical and typographical errors

***If change in class maximum, Class Maximum Request Form completed (upload signed form in WIDS)***

[Signature] Date 4/10/17  
Faculty Developer Signature

**As Primary Department Chair, by signing this *Modify an Existing 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): \_\_\_\_\_

[Signature] Date 4/11/17  
Primary Department Chair Signature

For LAS (MnTC courses) — As a LAS Department Chair, by signing this *Modify an Existing Course* form, the Curriculum Committee is assured of the following (check marks required):

- LAS course (specifically MnTC courses), documentation through email and department meetings made available for other faculty and programs to provide feedback, includes MnTC Goal Area Cross-walk Template(s)  
*Sent by email the morning I received.*

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

*R. G. Beiswanger*  
LAS Department Chair Signature

*4/11/17*  
Date

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

*Des Sa*  
LAS Department Chair Signature

*4-12-17*  
Date

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

*Tracy Murphy*  
LAS Department Chair Signature

*5-10-17*  
Date

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

As Academic Dean/Director, by signing this *Modify an Existing 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

*If change in class maximum, Class Maximum Request Form completed (upload signed form in WIDS)*

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

*[Signature]*  
Academic Dean/Director Signature

*5/9/17*  
Date

*If Academic Dean/Director does not support the modified course 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.*

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

*Gale A. Bigbee*  
Curriculum Committee Chair Signature

*9/1/2017*  
Date

*[Signature]*  
Vice President of Student and Academic Affairs Signature

*9-7-17*  
Date