

Curriculum Development Form — Modify an Existing Course

10/14/16
✓

Course Designator, Number, Title and Number of Credits (i.e. ACCT 1800, Business Law, 3 cr)

BIOL 220

Date of Proposal: 8/15/2016 Author: Susan Steck

Course Contact: Susan Steck 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 and the rationale:

CCO now reflects the 3 hour lab component that is part of the course curriculum. The wording for pre-requisite courses

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

If yes, which program(s)? — *DARS search*

Nursing and Health Sciences Broad Field

What impact will this modified course have on other program(s)?

None

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 Template (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

Susan Steck

8/15/2016

Faculty Developer Signature

Date

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):

D. Mantes

8/30/16

Primary Department Chair Signature

Date

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)

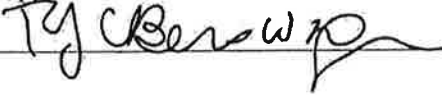
I support this course I do not support this course — please provide reason(s):

 _____ Date 8.31.16

LAS Department Chair Signature

Date

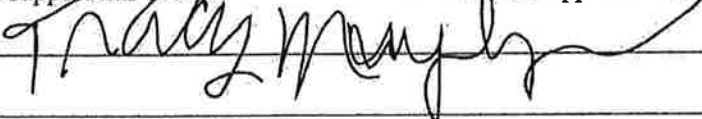
I support this course I do not support this course — please provide reason(s):

 _____ Date 9/7/16

LAS Department Chair Signature

Date

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

 _____ Date 9-8-16

LAS Department Chair Signature

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

Addressed the need for Class Maximum Change Request form

No change in class maximum OR

Change in class maximum — Class Maximum Change Request form completed with all necessary signatures

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

 _____ Date 9/12/16


Academic Dean/Director Signature

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.

 _____ Date 10/25/2015

Curriculum Committee Chair Signature

Date

 _____ Date 12-14-16

Vice President of Student and Academic Affairs Signature

Date

Curriculum Development Form — Modify an Existing Course

10/14/16
✓

Course Designator, Number, Title and Number of Credits (i.e. ACCT 1800, Business Law, 3 cr)
BIOL 230, Human Physiology

Date of Proposal: 8/15/2016 Author: Susan Steck

Course Contact: Susan Steck 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 and the rationale: _____

CCO now reflects the 3 hour lab component that is part of the course curriculum and CHEM 110 has been added as an

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

If yes, which program(s)? — *DARS search* _____

Nursing and Health Sciences Broad Field ✚

What impact will this modified course have on other program(s)? _____

Students will have an additional course that they can choose from for their chemistry pre-requisite for the course. ✚

Attach additional paperwork if necessary

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- 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

Susan Steck

8/15/2016

Faculty Developer Signature

Date

As Primary Department Chair, by signing this *Modify an Existing Course* form, the Curriculum Committee is assured of the following (check marks required):

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- 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): _____

D. Martin
Primary Department Chair Signature

8/30/16
Date

Curriculum Development Form — Modify an Existing Course

Course Designator, Number, Title and Number of Credits (i.e. ACCT 1800, Business Law, 3 cr)
BIOL270 Microbiology, 4 credits



Date of Proposal: 1/12/2015 Author: Renee J Guyer

Course Contact: Renee J Guyer 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 and the rationale: _____

A new prerequisite option was added at the request of the Chemistry department. Content was clarified and a

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

If yes, which program(s)? — DARS search _____

Biology AS, Nursing AS, Broad Field Health Science AS

What impact will this modified course have on other program(s)? _____

It will allow students an additional option of a prerequisite course and will clarify course outcomes to assist in transfer.

Attach additional paperwork if necessary

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- Completed MnTC Goal Area Cross-walk Template (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

Renee J Guyer

Faculty Developer Signature

1/16/2015

Date

As Primary Department Chair, by signing this *Modify an Existing Course* form, the Curriculum Committee is assured of the following (check marks required):

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- 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):

Diana Martz

Primary Department Chair Signature

1/20/15

Date

