Curriculum Development Form — Modify an Existing Course

Course Designator, Number, Title and Number of Credits (i.e. ACCT 1800, Business Law, 3 cr)
**NURS 1210 Pharmacology for Practical Nurses, 1 cr**

Date of Proposal: 9/14/16  Author: Candacee Mortensen-Klimpel

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://mncourses.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:

Course replaced by NURS 1220

Pharmacology for Practical Nurses, 1 cr

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

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

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 prefix and number  
  * course name  
  * lecture/lab credits and hour breakdown  
  * 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

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

**Candacee Mortensen-Klimpel 9/14/16**

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

**Candacee Mortensen-Klimpel 9/14/16**

Primary Department Chair Signature  Date

*Modify an Existing Course Form — 8/24/16 — Page 1*
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):

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 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):

Academic Dean/Director Signature  9.15.2016

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.

Curriculum Committee Chair Signature  10/7/2016

Date

Vice President of Student and Academic Affairs Signature  10-7-16

Date

Modify an Existing Course Form — 8/24/16 — Page 2
Curriculum Development Form — Modify an Existing Course

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

NURS 2270  

Date of Proposal: 9/14/16  
Author: Candence Mortenson-Klimpel

Course Contact:  
Grading Method: X 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: Course replaced by NURS 2270

Semester I Fundamentals, 1cr

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

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

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 prefix and number  
• course name  
• prerequisites  
• lecture/lab credits and hour breakdown  
• 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

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

Candence Mortenson-Klimpel  9-14-16

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

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

Candence Mortenson-Klimpel  9-14-16

Primary Department Chair Signature  
Date

Modify an Existing Course Form — 8/24/16 — Page 1
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):

__________________________________________________________
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 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] 9/15/2014
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.

[Signature] 10/7/2016
Curriculum Committee Chair Signature

[Signature] 10/7/2016
Vice President of Student and Academic Affairs Signature

Modify an Existing Course Form — 8/24/16 — Page 2
Curriculum Development Form — Modify an Existing Course

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

NURS 2310 Sem 1 Theory, 5 cr

Date of Proposal: 9/14/16

Author: Candace Mortenson-Klimpel

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 and the rationale: Course replaced by NURS 2320

Semester 2 Med-Surg Basics, 3 cr

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

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

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 prefix and number
  • lecture/lab credits and hour breakdown
  • 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

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

Candace Mortenson-Klimpel 9-14-16

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

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

Candace Mortenson-Klimpel 9-14-16

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):


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 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):


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.


Curriculum Committee Chair Signature

Date

Vice President of Student and Academic Affairs Signature

Date

Modify an Existing Course Form — 8/24/16 — Page 2
Curriculum Development Form — Modify an Existing Course

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

NURS 2410 Sem 3 Theory 3 cr

Date of Proposal: 9/14/16

Author: Candence Mortensen-Klimpel

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 and the rationale:

Course replaced by NURS 2420 Sem 3 Maternal-Child Health 2 cr and NURS 2410 Sem 3

Is this course a requirement/elective for a specific program or programs? ☐ Yes ☑ No Mental Health 2 cr

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

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 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

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

Candence Mortensen-Klimpel 9/14/16

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

Candence Mortensen-Klimpel 9/14/16

Primary Department Chair Signature

9/7/16
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):

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 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):

Michelle Brummane  09.15.2016
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.

Yuri Mizer  10.7.2014
Curriculum Committee Chair Signature  Date

Vice President of Student and Academic Affairs Signature  10.7.16

Modify an Existing Course Form — 8/24/16 — Page 2
Curriculum Development Form — Modify an Existing Course

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

NURS 2510 Semester 2 theory, 2 cr

Date of Proposal: 9/14/16  Author: Candace Mortensen-Klimpel

Course Contact: cindy.mortensen@carroll.edu

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://mncolleges.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:

Leadership, 1 cr and NURS 2430 Semester 2 Maintaining Power, 4 cr

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

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

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 prefix and number
  • course name
  • lecture/lab credits and hour breakdown
  • 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

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

Faculty Developer Signature 9/14/16

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):

Primary Department Chair Signature 9/14/16

Modify an Existing Course Form — 8/24/16 — Page 1
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):

_________________________  __________________
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 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):

_________________________  09/15/2014
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.

_________________________  10/7/2014
Curriculum Committee Chair Signature Date

_________________________  10-7-16
Vice President of Student and Academic Affairs Signature Date

Modify an Existing Course Form — 8/24/16 — Page 2