

4/1/16



# Curriculum Development Form

## Modify an Existing Program (Academic Award)

Program Name (Academic Award): Visual Arts - AFA CIP Code: \_\_\_\_\_

Type of Academic Award:  AA  AAS  AFA  AS  Diploma  Certificate

Current Location:  Faribault  North Mankato Proposed Location:  Faribault  North Mankato

Current Credits: 60 Proposed Credits: 60

Date of Proposal: 3/30/2016 Proposed Implementation Date: 8/22/2016

Contact Person: Wes Taylor

What is the modification being proposed? AFA modification to fit articulation agreement

What impact will the modification have? Only affect the AFA

Describe the rationale for this modification: AFA was not built correctly upon initial roll-out, so needs to be fixed

*Attach additional material if necessary*

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 - No old available at this time - crosswalk
- 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 measurable program student learning outcomes
- Proofread documentation for correct content
- Proofread documentation for grammatical and typographical errors
- Uploaded additional documentation to WIDS (comparison template, etc.)

[Signature]  
Faculty Developer Signature

3.30.16  
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
- For technical programs, the change was discussed at Advisory Committee meeting (provide meeting minutes)

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

Kurt Dershem  
[Signature]      3/31/16  
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.*

**For AA and AFA 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):

Diana Marten  
[Signature]      3-30-16  
LAS Department Chair Signature      Date

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

Tracy Murphy  
[Signature]      3-31-16  
LAS Department Chair Signature      Date

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

Deb Salmon  
[Signature]      3-31-16  
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 — DARS search
- Provided supporting documentation to populate Program Navigator

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

  
Academic Dean/Director Signature

3/31/16  
Date

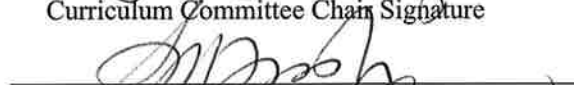
If Academic Dean/Director does not support the modified program proposal, faculty developer can elevate the proposal to AASC for resolution.

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

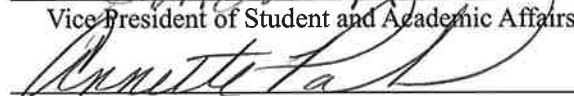
Following Curriculum Committee support, this form is completed with final signatures.

  
Curriculum Committee Chair Signature

4/1/2016  
Date

  
Vice President of Student and Academic Affairs Signature

4-4-16  
Date

  
President Signature

4/15/16  
Date

The following steps are possible post-approval steps

**Modify an Existing Program**

— 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

**Modify an Existing Program**

— No credit length change

Student Affairs (documentation posted on CC website)

- ISRS; DARS; eCatalog

Scope and Sequence for Perkins Programs of Study