Curriculum Development Form — Modify an Existing Course

Course Designator, Number, Title and Number of Credits (i.e. ACCT 1800, Business Law, 3 cr)
PLSC 1300 Agronomy I

Date of Proposal: 1/16/2016
Author: Don Hermanson

Course Contact: Don Hermanson
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:

The content of the course is being changed. The pesticide licensure component is being moved to a different course

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

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

Required course for all Agribusiness Production, Agribusiness Service & Management, Chemical Applicator,

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

Faculty Developer Signature 1/17/16

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 1/17/16
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
☐ 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):

___________________________  1/19/2016
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.

___________________________  2/12/2016
Curriculum Committee Chair Signature       Date

___________________________  3/14/16
Vice President of Student and Academic Affairs Signature       Date

Endorsed 3/11/16 by CC
Curriculum Development Form — Modify an Existing Course

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

PLSC 2000 Commercial Pesticide License

Date of Proposal: 12/16/2015  Author: Don Hermanson

Course Contact: Don Hermanson  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:

To bring the CCO up to current guidelines and incorporate new/current content required to obtain a pesticide license

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

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

At this time it will be offered as an elective in all of the agribusiness program offerings.

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

[Signature]

Faculty Developer Signature  1-16-15

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]

Primary Department Chair Signature  1-16-15
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

☐ 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):

__________________________________________________________

Academic Dean/Director Signature  1/19/2016

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.

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__________________________________________________________

Curriculum Committee Chair Signature  2/2/2014

Date

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

__________________________________________________________

Vice President of Student and Academic Affairs Signature  3-14-16

Date

To Endorsed 3/4/14 by CC

Modify an Existing Course Form — 12/9/14 — 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)
Advanced Agronomy PLSC 2700

Date of Proposal: 8/1/2015  Author: Don Hermanson
Course Contact: Don Hermanson  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:
We are expanding this course from 2 to 3 credits. We are incorporating content from PLSC 2100 (which will no longer be
Is this course a requirement/elective for a specific program or programs?  ☑ Yes  ☐ No
If yes, which program(s)? — DARS search
Elective of Agribusiness Production (diploma & AAS) & Agribusiness Service/Management Diploma & AAS
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):
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☑ 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
   • 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

Fade Hermanson  1-17-16
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):
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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):

Fade Hermanson  1-17-16
Primary Department Chair Signature  Date

Modify an Existing Course Form — 12/9/14 — 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

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As Academic Dean/Director, by signing this Modify an Existing Course form, the Curriculum Committee is assured of the following (check marks required):
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☐ Reviewed MnTC Goal Area Cross-walk Template (for LAS MnTC courses only)
☐ MnTC Goal Area is appropriate based on MnSCU guidelines — Transfer Specialist consulted
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☐ 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):

______________________________  1/19/2016
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.

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

______________________________  2/12/2016
Curriculum Committee Chair Signature  Date

______________________________  3-14-16
Vice President of Student and Academic Affairs Signature  Date

*Endorsed by CC 3/4/16