Curriculum Development Form — Modify an Existing Course

Course Designator, Number, Title and Number of Credits (i.e. ACCT 1800, Business Law, 3 cr)
NURS 1310 Applications, 4 credits

Date of Proposal: 10/14/2015

Author: Candy Mortenson-Klimpel

Course Contact: Candy Mortenson-Klimpel

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:

NURS 1210 become NURS 1220 as a pre-requisite adjustment for Spring 2016

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 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

Candy Mortenson-Klimpel 10/14/2015

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):

Moterson-Klimpel 10/14/2015

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
- [ ] 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                                 12/4/2015

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

- [ ] Vice President of Student and Academic Affairs Signature

*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)
NURS 1350 Clinical Applications, 4 credits

Date of Proposal: 10/14/2015
Author: Candy Mortenson-Klimpel

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://mentransfer.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:

NURS 1210 become NURS 1220 as a pre-requisite adjustment for Spring 2016

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 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

Faculty Developer Signature: Candy Mortenson-Klimpel
Date: 10/14/2015

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: Candy Mortenson-Klimpel
Date: 10/14/2015

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

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  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 — 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)
NURS 1375 Laboratory Applications, 2 credits

Date of Proposal: 10/14/2015  Author: Candy Mortenson-Klimpel
Course Contact: Candy Mortenson-Klimpel  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://mtntransfer.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: NURS 1210 become NURS 1220 as a pre-requisite adjustment for Spring 2016

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 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

Candemon Klimpel
Faculty Developer Signature  10/14/2015

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):

Candemon Klimpel
Primary Department Chair Signature  10/14/2015

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):

☐ 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):

______________________________________________ ____________________________ Date ____________

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 ____________

Curriculum Committee Chair Signature ____________________________ Date ____________

______________________________________________ ____________________________ Date ____________

Vice President of Student and Academic Affairs Signature ____________________________ Date ____________

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)
NURS 1410 Maternal Child Nursing, 2 credits

Date of Proposal: 10/14/2015
Author: Candy Mortenson-Klimpel

Course Contact: Candy Mortenson-Klimpel
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:
NURS 1210 become NURS 1220 as a pre-requisite adjustment for Spring 2016

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

Attachment 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
  - 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 10/14/2015

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 10/14/2015
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):

______________________________  10.21.2015
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.

______________________________  12/4/2015
Curriculum Committee Chair Signature  Date

______________________________  12-1-15
Vice President of Student and Academic Affairs Signature  Date
Curriculum Development Form — Modify an Existing Course

Course Designator, Number, Title and Number of Credits (i.e. ACCT 1800, Business Law, 3 cr)
NURS 1610 Psychosocial Nursing, 2 credits

Date of Proposal: 10/14/2015  Author: Candy Mortenson-Klimpel

Course Contact: Candy Mortenson-Klimpel  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:
NURS 1210 become NURS 1220 as a pre-requisite adjustment for Spring 2016

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 name
  * lecture/lab credits and hour breakdown
  * course prefix and number
  * prerequisites
  * MnTC Goal area — LAS courses

☐ Completed MnTC Goal Area Crosswalk 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

Candace Mortenson-Klimpel  10/14/2015
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 Crosswalk 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):

Candace Mortenson-Klimpel  10/14/2015
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
☑️ 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):

__________________________  07/21/2015
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.

__________________________  12/4/2015
Curriculum Committee Chair Signature  Date

__________________________  12-7-15
Vice President of Student and Academic Affairs Signature  Date