Curriculum Development Form — New Course

Course Designator, Number, Title and Number of Credits (i.e. ACCT 1800, Business Law, 3 or)
HUM 130, China: Cultural Tradition & Change

Date of Proposal: 4/28/2015  Author: Tracy L. Murphy

Course Contact: Tracy L. Murphy  Grading Method: ☐ Grads  ☐ 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
Is this course a requirement/elective for a specific program or programs? ☑ Yes  ☐ No
If yes, which program(s)? — DARS search
Not at this time. Will be an elective for Culinary Arts and others.
What impact will this new course have on other program(s)?
NA

Describe the rationale for offering this new course:
A global citizen should have knowledge and understanding of the Chinese culture for a number of reasons, some of

Attach additional paperwork if necessary

As Faculty Developer, by signing this New 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
☑ Explored existing course offerings to identify potential duplication
☑ Completed Intention Form

Continue the Curriculum Development Process
☑ Used online: WIDS to create Common Course Outline (CCO)
☑ Identified:
  • 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)
☑ Created 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 on CCOs based on SCC example
☑ Proofread documentation for grammatical and typographical errors

Faculty Developer Signature

Date 5/11/2015

As Primary Department Chair, by signing this New 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):

Primary Department Chair Signature

Date 5/11/15
For LAS (MnTC courses) — As a LAS Department Chair, by signing this New 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 new course proposal, faculty developer can elevate the proposal to AASC for resolution.

As Academic Dean/Director, by signing this New 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 new course proposal, faculty developer can elevate 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

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