CURRICULUM COMMITTEE CHECKLIST

NAME OF PROGRAM:   Course: Nursing Transitions  Date: 4/23/13

Step 1  Reviewed change at division meeting.  YES  NO

Step 2  Presented as informational item at Division Chair Meeting(s) and checked if it affects other departments. Like programs must meet with Division Chairs on all affected campuses (North Mankato and Faribault).

Division Chair's signature

Step 3  Instructional Dean reviewed and indicated need for Curriculum Committee approval.  YES  NO

Instructional Dean's signature

Step 4  Advisory Committee approval indicated in meeting minutes if necessary. Minutes provided to Curriculum Committee.  YES  NO

Step 5  Curriculum Committee made recommendations (changes, additional approvals, etc.). If no, skip to Step 7.  YES  NO

Step 6  Committee’s recommendations completed. (Skip if not applicable.)  YES  NO

Step 7  Curriculum Committee approved.  YES  NO

Curriculum Committee Chair’s signature

Step 8  Minutes and necessary materials provided to VP of Academic Affairs.  YES  NO

Step 9  Vice President of Academic Affairs approved.  YES  NO

Vice President of Academic Affairs’ signature

Step 10  New Course Maximum Enrollment to Shared Governance.  YES  NO

Step 11  President’s approval for all changes requiring MnSCU approval.  YES  NO

President’s signature

N/A
Appendix B

New Course or Course Change Proposal Form

Date of Proposal: 4/19/13
Author: Candy Mortenson-Klimpel, Sandi Myers, Margaret Brewer

Proposal Type: (*)New Course | Modify Course | Delete Course
Contact for the Course: Candy Mortenson-Klimpel

Course Designator, Number and Title (i.e.: ACCT 1800, Business Law): NURS 1910 Nursing Transitions
Number of Credits: 4

Prerequisites:
Acceptance into the AS nursing program.

Course Description: This course is intended to assist students to transition from the role of the Licensed Practical Nurse to the Associate Degree Nurse. Transitional topics include differences in the scope of practice between the licensed practical nurse and the registered nurse. Program philosophy and framework are presented. The nursing process is used as a framework for critical thinking and problem solving. Current and future trends in healthcare will be explored. Legal and ethical issues as they relate to nursing are discussed. Roles, functions, responsibilities, and practice settings for the LPN and Associate Degree Nurse will be compared and discussed.

Grading Method: Grade | Pass/Fail
Scheduling: Fall | Spring | Summer | Alternate Years | Variable | On Demand
Instructional Type: Lecture | Lab | Lecture/Clinical | Internship | Seminar

(*)Class Maximum: (For New Courses Only) / All Unlimited faculty members of a program or discipline must sign.

<table>
<thead>
<tr>
<th>Faculty Name</th>
<th>Faculty Signature</th>
<th>Class Max</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Candenc Mortenson-Klimpel</td>
<td>CandencMortenson-Klimpel</td>
<td></td>
<td>4/23/13</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Dean's Name</th>
<th>Dean's Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>WC Sanders</td>
<td>WC Sanders</td>
<td>4/23/13</td>
</tr>
</tbody>
</table>

If there is not enough space provided, please use the back of this form for additional signatures or click on a row with the right button of the mouse, select insert and then select insert rows below to add rows to the table.

Is this Course Proposed as a Liberal Arts Course: Yes | No

If Yes, Which MnTC Area/Areas Will it Fulfill (http://www.mntransfer.org)?

Is This Course a Requirement/Elective for a Specific Program or Programs: Yes | No

If Yes, Which Program(s)?

Describe What is Changing/Being Added, and the Rationale: Change course competencies to reflect Program Student Learning Outcomes. The course competencies are leveled as a first semester fundamentals course with emphasis on the RN role, nursing process, and use of technology. The old version of the course competencies reflected the Mobility Program which no longer is offered and did not transition returning LPN students well into the second semester of the Basic ASN program.

What Impact Will This New Course or Change Have on Other Programs or Areas? Strengthen ASN program retention rates

> Attach Common Course Outline to this Form.
New Course or Course Change Proposal Form

Date of Proposal: 4/29/13

Author: Candy Mortenson-Klimpel and Sandi Myers

Proposal Type: (*)New Course Modify Course Delete Course

Contact for the Course: Candy Mortenson-Klimpel

Course Designator, Number and Title (i.e.: ACCT 1800, Business Law):
NURS 1910 Nursing Transitions (current) and CHANGE to NURS 2200 Nursing Transitions for AY 2014-2015

Number of Credits: 4

Prerequisites: as with previous request for competency changes

Course Description: as with previous request for competency changes

Grading Method: Grade Pass/Fail

Scheduling: Fall Spring Summer Alternate Years Variable On Demand

Instructional Type: Lecture/Clinical Lab Lecture/Lab Internship Seminar

(*)Class Maximum: (For New Courses Only) / All Unlimited faculty members of a program or discipline must sign.

Faculty Name Faculty Signature Class Max Date
Candence Mortenson-Klimpel Candence Mortenson-Klimpel 4/29/13
Sandi Myers Sandi Myers 4/29/13

Dean's Name Dean's Signature Date
W.C. Sanders W.C. Sanders 4/29/13

If there is not enough space provided, please use the back of this form for additional signatures or click on a row with the right button of the mouse, select insert and then select insert rows below to add rows to the table.

Is this Course Proposed as a Liberal Arts Course: Yes No

If Yes, Which MnTC Area/Areas Will it Fulfill (http://www.mntransfer.org)?

Is This Course a Requirement/Elective for a Specific Program or Programs: Yes No

If Yes, Which Program(s)?

Describe What is Changing/Being Added, and the Rationale: NURS 1910 is a course number that is from the old Mobility Program and doesn’t fit well when aligning the course with the other Basic ASN courses that all begin with 22 followed with 2 additional numbers to indicate: a) 10 for theory, b) 50 for clinical, and c) 75 for lab.

Because the LPN Transitions course is a combination of theory, clinical, and lab, there is another request or addendum to the original request with the NURS 1910 competency change and that is to change the numbers from NURS 1910 to NURS 2200 beginning the AY of 2014-2015.

What Impact Will This New Course or Change Have on Other Programs or Areas? Provide better flow of course alignment with the basic ASN program especially in the e-catalog and in the nursing website. It will be a distinct course for the returning LPN and yet different from the basic ASN program.