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 Application, 4 credits

Date of Proposal: 3/16/2015  Author: Jennifer Prochaska

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:

Changing wording of course competencies and learning objectives based on feedback from MN Healthforce consultant

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  3/16/2015

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  3/16/2015
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

☐ 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

View 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 1375, Laboratory Application, 2 credits

Date of Proposal: 3/16/2015  Author: Jennifer Prochaska

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 Intent Form and obtain signatures)

Describe the modification and the rationale:

Changing wording of course competencies and learning objectives based on feedback from MN Healthforce consultant

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

Facility Developer Signature 3/16/2015

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 3/16/2015

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 1410 Maternal Child Nursing, 2 credits

Date of Proposal: 3/16/2015  Author: Jennifer Ongie-Jindra

Course Contact: Candence 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://mntctransfer.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:

Addition of course competencies with learning objectives to include all four student learning outcomes for the Practical

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

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

None

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
  • course name
  • prerequisites
  • lecture/lab credits and hour breakdown
  • 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  3/16/2015

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  3/16/2015
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):

______________________________
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
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: 3/16/2015  Author: Candence Mortenson-Klimpel

Course Contact: Candence 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: ____________________________

Added 1 course competency with student learning outcomes to support the all Program Student Learning Outcomes

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

Candence Mortenson-Klimpel

Faculty Developer Signature  Date  3/16/2015

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 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):

Candence Mortenson-Klimpel

Primary Department Chair Signature  Date  3/16/2015
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):

________________________  _______________________
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.

________________________  4/3/2015
Curriculum Committee Chair Signature     Date

________________________  4/14/15
Vice President of Student and Academic Affairs Signature     Date