Rationale or Justification for change:
Pre-nursing students are repeating the same class 3-4 times to improve their GPAs prior to applying for admission to the School of Nursing. This practice of repeating courses is preventing freshmen and other students who are first-time takers from progressing as there is no space for them. Limiting the number of times that a course can be repeated will free space in these courses.

***For General Education or Cultural Diversity Courses Only***

<table>
<thead>
<tr>
<th>General Education Course:</th>
<th>Cultural Diversity Course:</th>
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<tbody>
<tr>
<td><strong>GE Category #</strong></td>
<td>(Please check one.)</td>
</tr>
<tr>
<td>N/A</td>
<td>Core (At least 75% devoted to topics of race, gender, sexual orientation, age, class, and disabilities as they occur in United States society.)</td>
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<tr>
<td>N/A</td>
<td>Related (At least 25% devoted to the above topics or to a global perspective on topics related to African American, Asian, Hispanic, and Native American inhabitants of the United States.)</td>
</tr>
<tr>
<td>N/A</td>
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</tbody>
</table>

* For Writing Intensive Courses, attach a description of the kind and quantity of writing.
* For Upper Division Courses, include a description of the respects in which it is broad and general rather than narrow and specific, and so suitable as GE.

Attach paper copies of the following:
- Syllabus or course outline.
- Course's student learning outcomes associated with each GE competency or CD designation.
- List of strategies to be used to assess students' achievement of each GE competency or CD designation.

***For New Courses***

<table>
<thead>
<tr>
<th>Instructional Type:</th>
<th>Lecture</th>
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<tr>
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<td>Fall Semester</td>
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<td>Spring Semester</td>
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<tr>
<td>Summer Session</td>
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</table>

Course content or title is similar to courses in other departments. (Attach copy of letter of agreement with other program(s) contacted. Indicate the nature of the discussions and/or resolution of differences or potential conflicts.)

Attach paper copies of the following:
- Syllabus or course outline.
- Course's student learning outcomes.
- A list of resources required to offer and support this course.
- A description of how teaching this course will affect department staffing.
- If 400/500 level course, an explanation of added expectations of graduate students.
### For Program Proposals

Attach paper copies of the following:

- a. Student learning outcomes for the program.
- b. Minutes from department and college curriculum meetings in which action was taken on this proposal.
- c. Program Assessment Plan. Forms are available on the Academic Affairs Web site:
  
  [http://www.mnsu.edu/acadaf/words/PRA_SampSLOAssessPlan.doc](http://www.mnsu.edu/acadaf/words/PRA_SampSLOAssessPlan.doc)
- d. List of program requirements for New programs, or a list of Current and Proposed program requirements for Redesigned programs.
- e. A list of resources required to offer and support this program.
- f. A description of how offering this program will affect department staffing.
- g. A list of additional library holdings required for this program.

Please include rationale for any proposed changes in number of program credits:

### For Programs Requiring MnSCU Approval

If any of the following changes are proposed, please fill out and attach MnSCU Program Approval Forms, which are available on the Academic Affairs Web site:


1. Creation of an entirely new program.
2. Redesign of existing programs, which takes any of the following forms:
   - Addition or deletion of a program option. Options are part of program design in which 30-50% of the courses are required as part of a common core for all students, and which offers curriculum alternatives greater than 30% of the total number of credits in the major. Options are appropriate to baccalaureate or masters programs.
   - Addition or deletion of a program emphasis. Emphases are part of program design in which more than 50% of the courses are required as part of a common core for all students, and which offers curriculum alternatives with a minimum of nine credits. Emphases are appropriate to associate and baccalaureate programs.
   - Change in program name.
   - Change in program CIP #.
   - Change in TOTAL program credits.
   - Change in degree award. For example, changing a B.A. to B.S.
   - Creation of a new degree award in a related academic area. Examples include creation of a certificate program from an existing degree program, or a new degree program from an existing degree program (e.g., Art History BA from Art BA.)
3. Relocation of an existing program. This is a proposal to move an existing program from one site to be exclusively offered at another site, and requires closing the program offered at the original site. For example, a program offered both on-campus and through extended campus is to be offered only at the extended campus site.
4. Replication of an existing program. This is a proposal to offer an existing program at a new site, which may be an existing MnSCU-approved site, or another campus of the same institution. Replicated programs are offered at both the original site and the new location.
5. Suspension or reinstatement of a program. This proposal suspends admission of students into an existing program, and is good for three years. Reinstatement proposals request the reopening of student admissions into a given program.
6. Closure of a program. This proposal requests closure of an existing program and its from an institution's official inventory of academic programs. Unless a department seeks to re-open a suspended program, it should be closed within three years of suspension.
### Minnesota State University, Mankato

**Curriculum Proposal**

<table>
<thead>
<tr>
<th>Section</th>
<th>Recommended</th>
<th>Not Recommended</th>
<th>Comments</th>
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<tr>
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<tr>
<td>Department Chair</td>
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<tr>
<td>interimAssoc. Dean</td>
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<td><strong>Undergraduate Curriculum and Academic Policy Committee</strong></td>
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<td><strong>Graduate Dean</strong></td>
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<td><strong>Academic Affairs Council</strong></td>
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<td>Assistant Vice President</td>
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<tr>
<td><strong>Senior Vice President and Vice President for Academic Affairs</strong></td>
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<tr>
<td>Sr. Vice President / Vice Pres. Academic Affairs</td>
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Date: 12-1-04

Date: 4-8-05

Date: 11-11-05

Date: 11-11-05

Revised September 2002
Rationale:

Pre-nursing students are repeating the same class 3-4 times to improve their GPAs prior to applying for admission to the School of Nursing. Limiting the number of times that a course can be repeated will result in a truer reflection of their potential for success in the nursing program.

Requiring students to have all seven courses completed at the time of application means that the prenursing GPA used to rank order the applicant pool will be based on grades earned in the same courses for all applicants.
MINNESOTA STATE UNIVERSITY, MANKATO
SCHOOL OF NURSING

Current Admission Requirements

Application for admission to the School of Nursing is a separate process in addition to being admitted to the University. Requirements for application to the nursing major are
1) completion of at least 30 semester credits,
2) a minimum career grade point average of 2.5 on a 4.0 scale
3) minimum grade of C in all required prerequisite and support courses.

Students in the applicant pool are then rank ordered according to their G.P.A. in English, Psychology, Sociology, Anatomy, and two of the three additional courses (Microbiology, Physiology, and Biochemistry) which have been completed; unless all seven courses have been completed in which case all seven courses are included in the G.P.A. Forty-eight students with the highest G.P.A. in the aforementioned completed courses are admitted. In the past two admission periods, the lowest GPA admitted has varied between 3.3 and 3.4.
MINNESOTA STATE UNIVERSITY, MANKATO
SCHOOL OF NURSING

Revised Admission Requirements

The School of Nursing proposes the following change in admission requirements into the Basic Option of the Nursing Undergraduate Program. Effective with the class admitted to the School of Nursing in Spring 2007:

Application for admission to the School of Nursing is a separate process in addition to being admitted to the University. Requirements for application to the nursing major are:
1) completion of at least 30 semester credits,
2) a minimum career grade point average of 2.5 on a 4.0 scale
3) minimum grade of C in all required prerequisite and support courses.

A prenursing student may repeat a prerequisite class for admission to the School of Nursing once and only for the purpose of improving a C- or lower grade. Students in the applicant pool are ranked according to their G.P.A. in English Composition, Introduction to Psychology, Introduction to Sociology, Human Anatomy, Microbiology, Human Physiology, and Chemistry of Life Processes. All seven of these courses must be completed at the time of application.

Forty-eight students with the highest G.P.A. in the aforementioned courses are admitted. In the past two admission periods, the lowest GPA admitted has varied between 3.3 and 3.4.
Date: April 7, 2005

To: College of Allied Health and Nursing Curriculum Committee

From: Mary Bliesmer, DNSc, APRN, BC, Interim Associate Dean

Subject: RN to BS Program Curriculum Changes

On Friday, April 1, 2005, the School of Nursing faculty, by a majority vote of eligible faculty present, approved the proposed curricular changes for the RN to BS Program. The implementation of these proposed curricular changes will not require any additional resources. No additional faculty lines will be required to support this redesigned program. In addition, no additional library holdings will be needed. I support the proposed curricular changes.
MINNESOTA STATE UNIVERSITY, MANKATO
School of Nursing

NURSING FACULTY ORGANIZATION (NFO)
Minutes
September 10, 2004 2:00-4:45 PM WH 358

Members Present: See attached list

I. Approval of Minutes
August 27, 2004 Minutes approved as distributed.

II. New Business
A. Continuing Education Update (see attachment) was presented by Shirley Murray. Shirley shared some specifics about the number of offerings/year and the audience for whom the offerings are intended emphasizing that students are always welcome. Faculty were welcomed to lead sessions on topics within their areas of interest and expertise. A change in formula for paying faculty which may be more attractive to faculty presenters was shared. For the past two (2) academic years, there has been a Nurse Educator Institute held in May. While both were well received, there is some thought to foregoing an Institute this academic year. However, if there is a core group of faculty who are committed to seeing this Institute being offered in Spring 2005, Shirley is willing to work with them. The work must begin immediately to be successful. Shirley will contact those people who indicated an interest.

B. Dr Harry Krampf, Interim Dean of the College of Allied Health and Nursing shared his working relationship style with us. He encourages us to first take issues of concern to Dr. Bliemer. If it is perceived that the issues have not been addressed, then it is appropriate to take them to Dr. Krampf. Dr. Krampf also shared that he has met with Interim Associate Dean Mary Bliesmer to talk about the upcoming accreditation visit and concerns of the School of Nursing.

Dr. Krampf has read the Self Study twice and concurs with our consultant, Dr. Sheila Smith, that it is a neutral self-study. The Study doesn't identify specific strengths and weakness and related action plans. Dr. Donna Brauer asked if there would be some clerical resources available to helping with addressing the consultant's recommendations and the concern for more specifics.

Plans for the next phase of leadership in the College and School of Nursing are beginning. Dr. John Fry, Dean of the College of Science, Engineering and Technology, will chair the search committee for the Dean of Allied Health and Nursing. Although the search for an Associate Dean of the School of Nursing may be delayed until a Dean of the College is in place, Dr. Krampf has shared with Vice President for Academic Affairs Scott Olson his concern for the "timeliness" and need to move ahead now. We are in a competitive market and delays are not in our best interest. Dr Krampf is supportive and taking a proactive stance for moving ahead with the search for the School of Nursing Associate Dean now and not waiting until the College Dean is in place.
Dr. Krampf was asked if he had a sense of what the Academic Vice President has in mind for future School of Nursing leadership. Specifically, is there talk about adding a Chairperson position, or changing the position of Associate Dean to a Chairperson? If so, might this not also be the time to think about moving back to a full Dean position as we once had, or to explore the possibility of becoming a college? He will present these questions in future discussions of this topic with administration.

When asked by faculty, Dr. Krampf voiced that the School of Nursing is generally perceived positively by others within the College and the University administration.

C. Discussion of Creating a Climate where excellence can flourish will be on a future agenda.

III. Old Business
A. Discussion of plans to Transform our Future—this process will not occur on October 8, 2004 as had tentatively been planned. Many faculty had previous plans which preclude their attendance. The NFO Meeting Friday 10/1/04 will occur as originally scheduled. Dr. Tricia Young shared that a proposal for consultation from Dr. Sherrill Zehr was received. The consultant will be making contacts with as many faculty as possible via e-mail and phone. Faculty who do not want be contacted by the consultant are asked to let Tricia know ASAP. There was some discussion about the delay in the Transformation plans, the process for selecting a consultant, the limited number of proposals, focus for the consultant, and suggestions for responding to the proposal specifics. As the discussion was drawing to an end, the question of "Do we proceed with the Faculty Life Committee’s recommendation to work with the individual who has submitted a proposal or do we rethink what our needs/wants are for a consultant?" was voted on with a majority of faculty in agreement to move forward with the proposed plans.

The discussion ended with a suggestion that for future meetings, time limits be used, especially when the discussion becomes circular and no new views are being shared. All in attendance were encouraged to use direct communication and avoid "behind closed door" interchanges.

B. School of Nursing Update by Dr. Mary Bliesmer, Interim Associate Dean, began by presenting Candice Pence a Certificate of Appreciation for 15 full years of service to the University.

A letter from Dr. Kaye Herth, former Dean of the College of Allied Health and Nursing, was read.

C. CCNE Visit Plans
1. A "draft" site visit schedule was shared and the visitors' responses to that schedule (See Attachment). Faculty are asked to E-mail any needed changes to Dr. Mary Bliesmer as soon as possible. A conversation with the Assistant Director of CCNE gave Dr. Mary Bliesmer the impression that the site visit is intended as a way to help us continue the process to improve. We do need to be prepared! Faculty are asked to read the addendum received from our consultant Dr. Sheila Smith and if provided an
opportunity to share during the site visit, to highlight the strengths you know. (See the attached Accreditation Purposes)

2. Resource Room Needs: Julie Hebenstreit, Undergraduate Program Director, will be creating a chart of faculty and their associated teaching and committee assignments. Dr. Donna Brauer will be sending a template requesting needed information for the Resource Room. Folders have been made for every course and placed in the file cabinet. The most current syllabus for each course will be placed in the folders. Any student work related to the course should also be placed there by September 24. Julie Hebenstreit will be informing students about opportunities to interact with the visitors.

IV. Committee Action Items

A. GCC: None.

B. UCC: Deferred.

C. A & P: Academic Affairs expressed a concern about pre-nursing students taking the same class 3-4 times to improve their GPAs prior to applying for admission to the School of Nursing. This practice of repeating courses is preventing Freshmen with other majors from progressing as there is no space for them.

*Action Item: A pre-nursing student may repeat a prerequisite course for admission to the School of Nursing once for the purpose of improving a C- or lower grade.* Passed by consensus. This will be implemented for students starting their academic course work no sooner than Fall 2005 with an application for Spring 2007 admission to the School of Nursing.

D. Resource Development: A questionnaire to identify SON Equipment needs was distributed to all faculty by email. The information will be shared with Dr. Mary Bliesmer, Interim Associate Dean.

E. SLC: None.

F. FLC: Dr. Tricia Young has been looking at a way to better reflect the link between our new committee structure and the Goals and Action Plan and will prepare this for our next meeting. Other items deferred.

V. Announcements

September 24, 2004 will start with an NFO Meeting at 1 PM to finish discussion of the CCNE needs and the committee action items not addressed today. Committees will meet after the conclusion of NFO business.

VI. Adjournment: 4:45 PM

Recorder: Linda Wenkel  
Presider: Dr. Tricia Young

NFO minutes September 10, 2004
Minutes for 4/1/05 College of Allied Health and Nursing Curriculum Committee

Present: Ron Nickerson, Lisa Fleck, Kathy Rowe, Mike Hudson, Judy Kuster, John Romas, Heidi Henschel-Pellet, Jill Conlin, Marge Murray-Davis

- Judy Kuster was here in place of Bonnie Lund to present the CDIS proposal package. There is a proposed redesign of program proposal from CDIS for the committee to review. See comparison chart provided showing current program and proposed program for exact changes to program. Credit load will remain the same.
- Individual courses: CDIS 577; Bonnie Lund is currently teaching 2 credits of this course and Judy Kuster is teaching 1 credit (internet research). The 1 credit (Judy’s component) will be moved to another proposed course, CDIS 610. The syllabus by Bonnie should have the name changed to reflect the new name.
- CDIS 610 will have a name change and credit change along with the course #. The part of 577 taught by Judy will go into this course thereby adding a credit. The two syllabi should be combined to reflect one course. A date needs to be added next to the dept. chair’s signature. John recommended redoing the cover sheet forms that have been scratched out with pen and run again correctly.
- CDIS 691 changing to 692 adding a credit and changing the name. It will have a new number even though it is not actually a new course. This is because the current course has been using the department’s in-service number. The syllabus needs to have course name, title and number of credits added. On the cover sheet the dept. is listed as nursing and should be changed to CDIS and clean up scratched out portions.
- Cover letter for CDIS proposal should be moved to the front as an introduction, explanation and rationale. John made a motion to accept the course redesign and course proposals pending changes listed in the minutes. Kathy seconded the motion. MOTION PASSED.
- Kathy brought forth a proposal for application requirement changes for the school of Nursing. There is stiff competition for entrance to the school of Nursing. Many students retake many courses in hope that they can get a better grade to be more competitive. The problem is that because of so many students retaking these courses there is not enough room for students taking it for the first time. The rationale states that no student can retake a course unless they have earned a C- or less. We feel that the rationale should be changed to reflect the recruitment of a stronger candidate pool instead of stating the rationale to reflect making room for other students.
- The proposed changes should be sent to members by e-mail and then have comments forwarded to Ron. A motion was made by Lisa to pass the
proposal if comments sent to Ron reflect a positive response. Marge seconded the motion. MOTION PASSED

- A program proposal redesign for the school of Nursing was tabled.
- We will meet next Friday April 8th, 2005 at 11:00 in MF 129. The Nursing proposal will be addressed at that time.

Respectfully Submitted by Lisa Fleck