Please type or select the requested information. Print completed forms, add appropriate paper attachments, and route through MSU's curricular process for recommendations and decisions.

College: Science, Engineering and Technology  \( \checkmark \) Undergraduate
Department: Chemistry and Geology  \( \checkmark \) Graduate
Program: CIP #
Type of Change: COURSE PROPOSALS
Proposed: Change in Course — Other Title: Spectroscopic Determination of Structure
Title Current: Chemical and Spectroscopic Determination of Structure
Title Proposed: Spectroscopic Determination of Structure
24-Char. Abbrev: Spectro Detrm Structure

Proposal #: 100
Effective Date of Change: 05-06
Academic Year: 05-06
(For Office Use Only)

Course Designator: Chem 423/523
Number of Credits: 4
Number and Credits:

Incorporate a course or program description for the Bulletin (30-40 words maximum for courses, 100 for programs):

There will be no change in the course description.

Rationale or Justification for change:
This course will be moved from fall to spring to allow the staffing of courses related to the course changes in the organic chemistry sequence (Chem 320, 321, 331). The change in title better reflects the course description and content.

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

<table>
<thead>
<tr>
<th>GE Category #</th>
<th>GE Category Name (Maximum of 3 Categories)</th>
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</thead>
<tbody>
<tr>
<td>N/A</td>
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• 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:

a. Syllabus or course outline.

b. Course's student learning outcomes associated with each GE competency or CD designation.

c. List of strategies to be used to assess students' achievement of each GE competency or CD designation.

***For New Courses***

(Check all that apply:)

[ ] Course is an elective.

[ ] Course is required for program

[ ] Pre- or Co-requisites: Chem Majors

[ ] Other courses are being changed or eliminated. (Explain.)

[ ] Course will be offered:

[ ] Fall Semester

[ ] Spring Semester

[ ] Summer Session

[ ] 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:

a. Syllabus or course outline.

b. Course's student learning outcomes.

c. A list of resources required to offer and support this course.

d. A description of how teaching this course will affect department staffing.

e. If 400/500 level course, an explanation of added expectations of graduate students.

MINNESOTA STATE UNIVERSITY, MANKATO

Academic Affairs

Received: Oct 3 1 2005

Revised September 2002
Minnesota State University, Mankato  
Curriculum Proposal

***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

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:
   http://www.mnsu.edu/acadaf/html/currformprocesses.htm

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.

Revised September 2002
### Signature Page

**Department**  
- Recommended (Category/ies)  
- Not Recommended (Category/ies)  
  
Signed by: Brian Stark  
Date: 18 Oct '05  
Comments:

**College Curriculum Committee**  
- Recommended (Category/ies)  
- Not Recommended (Category/ies)  
  
Signed by: Alan Maleoney  
Date: 10-27-05  
Comments:

**College Dean**  
- Recommended (Category/ies)  
- Not Recommended (Category/ies)  
  
Signed by: Dean  
Date: 18/31/05  
Comments:

**General Education Subcommittee**  
- Recommended (Category/ies)  
- Not Recommended (Category/ies)  
  
Signed by: General Education Subcommittee Chair  
Date:  
Comments:

**Undergraduate Curriculum and Academic Policy Committee**  
- Recommended (Category/ies)  
- Not Recommended (Category/ies)  
  
Signed by: VUCAP Faculty Chair  
Date: 11/23/05  
Comments:

**Faculty Association Graduate Committee**  
- Recommended  
- Not Recommended  
  
Signed by: Faculty Association Graduate Chair  
Date:  
Comments:

**Graduate Dean**  
- Recommended  
- Not Recommended  
  
Signed by: Graduate Dean  
Date:  
Comments:

**Academic Affairs Council**  
- Recommended (Category/ies)  
- Not Recommended (Category/ies)  
  
Signed by: Assistant Vice President  
Date: 12/7/05  
Comments:

**Senior Vice President and Vice President for Academic Affairs**  
- Approved (Category/ies)  
- Not Approved (Category/ies)  
  
Signed by: Sr. Vice- President / Vice Pres. Academic Affairs  
Date: 12/7/05  
Comments:
Department of Chemistry and Geology  
Department Meeting Minutes  
October 10, 2005

Present: Clement, Groh, Hadley, Hoppie, Losh, Lusch, Pomije, Pribyl, Quirk-Dorr, Rambo, Rife, Salerno, Swart, Thoemke, Vorlicek

Meeting was called to order at 9:03 a.m.

There were no minutes to approve.

Announcements:

The Dept. of Physics plans to change its two-semester calc. based physics (221&222) to three semesters at 4 credits each. This could impact physical chemistry which would put the chem. major off course to 5 years.

Reminder about the career fair on Tues. Oct. 11

The blueprints for the Trafton addition are in C-126. All are encouraged to make comments in the log book until the end of the month. The architects are aware of the concerns about office windows.

Chem. 407 name change: Vorlicek discussed changing the name of Water Chemistry to Environmental Chemistry. There will be no change in content, but the name change would better reflect the course content.

Hadley discussed the revised advising sheets. Motion to approve the changes passed. Swart discussed putting it on the website in pdf.

Chem. 320 Groh discussed moving some content out of 1st semester, moving some of it to 2nd semester and extending 2nd semester to 3 credits. He also discussed having a 1 hour meeting time for prelab. Motion to draw up the paperwork and get it to Pomije by C-SET deadlines passed.

Chem. 495 Quirk-Dorr requested a change from P-F to grades. Motion to approve passed.

Tenure and promotion policy: there were concerns about the 8-hour turnaround for voting. Changed to a 2-day voting window. Alternate accommodations can be made if a faculty member is unavailable at the time of the voting. Motion to approve the changes passed.

Reminder to encourage students to attend the Ford Lectureship Oct. 24.

Meeting adjourned at 9:47 a.m.

Respectfully submitted
Patricia L. Rambo
Brian,

I presented the proposed changes in the organic chemistry curriculum at our department meeting on Oct 7. There were no objections raised to the proposal. The general consensus was that the changes were very reasonable and would not have a negative impact on our students. We would like you to advertise the changes aggressively to the students, perhaps with a combination of posters in the hallways and announcements to your classes. We will make similar efforts to inform our students. While there was no formal motion of support made, I would characterize our response as one of general support for a very logical change.

Gregg

gregg.marg@mnsu.edu
507-389-5731

-----Original Message-----
From: Groh, Brian L
Sent: Tuesday, October 18, 2005 11:35 AM
To: Marg, Gregg A
Subject: organic course changes

Gregg,
Here are the changes proposed to the organic curriculum:

1. Organic I (Chem. 320) will be offered only in the fall. The spring offering of Organic I in 2006 will be the last. We will offer organic chem. I (Chem 320) at two separate times in the fall. One section of lecture at 9 am and the other at 10 am (the same time it has been offered in the past). Annually we will be able to serve at least as many Chem 320 students as we have in the past.

2. Organic I will move some content to spring semester to ensure that the material can be covered during the fall semester. This will include moving the pre-lab meeting to a single time in each 320 lecture section for all students to attend. (There will be a total of two pre-lab meetings, one for each course.) We are looking for a time that will not conflict with any courses that biology students are enrolled. These two sections will meet separately, one at 1 pm on Wednesdays and the other at 1 pm on Thursdays.

3. Organic II (chem. 321) will add one contact hour to the lecture. It will meet M, W, F rather than M, W. This course is only required in the toxicology major.

4. Organic II lab (Chem 331) will also have a separate pre-lab meeting time once a week at a time that will minimize conflicts with any biology courses. A time has not yet been set.

5. Chem 423 will move to spring semester from fall semester. I do not believe this last change impacts any of the biology programs.

These are the course changes we are proposing. Please let me know if these meet with your department's approval. Thank you for your help.

Brian Groh

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Dr. Brian Groh, Chairperson
Department of Chemistry and Geology
Minnesota State University, Mankato

10/18/2005