



Minnesota State University, Mankato HOLD and CLEAR buttons only compatible with Acrobat V. 4 and 5
Curriculum Proposal

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.

		(Check all that apply):	Proposal # 377
College:	Allied Health and Nursing	<input checked="" type="checkbox"/> Undergraduate	Effective Date of Change:
Department:	Health Science	<input type="checkbox"/> Graduate	Academic Year 06-07
Program:	Alcohol and Drug Studies, School and Comm	CIP # _____	(For Office Use Only)
Type of Change	PROGRAM PROPOSALS	Course Designator	Number of Credits
Proposed:	Redesign--Add/Delete Program Emphasis		
Title Current:	_____	(if applicable)	
Title Proposed:	_____		
24-Char. Abbrev:	_____		

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

Policy: Alcohol and Drug Studies, Community Health and School Health will be required to achieve a C or better in all programmatic required courses.

Rationale or Justification for change:

Raising the achievement level for all programmatic courses required of Health ~~Science~~^{Science} majors will result in a more capable and prepared student and professional. School Health majors are aligned with the teaching license requirement.

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

General Education Course:		Cultural Diversity Course: (Please check one.)
GE Category #	GE Category Name (Maximum of 3 Categories)	
N/A	_____	<input type="checkbox"/> Core (At least 75% devoted to topics of race, gender, sexual orientation, age, class, and disabilities as they occur in United States Society.) <input type="checkbox"/> 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.)
N/A	_____	
N/A	_____	
? 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.		

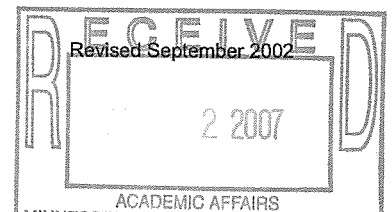
*****For New Courses*****

(Check all that apply):	Instructional Type: <input type="checkbox"/> Lecture	Course will be offered:
<input type="checkbox"/> Course is an elective.	Grading Format: <input type="checkbox"/> Grade <input type="checkbox"/> P/N	<input type="checkbox"/> Fall Semester
<input type="checkbox"/> Course is required for program	_____	<input type="checkbox"/> Spring Semester
<input type="checkbox"/> Pre- or Co-requisites:	_____	<input type="checkbox"/> Summer Session
<input type="checkbox"/> Other courses are being changed or eliminated. (Explain.) _____		

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.





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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/pra/forms/>
- 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/Curriculum/currformsprocess.html>

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 removal 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
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*****Signature Page*****

Department		
<input checked="" type="checkbox"/> Recommended (Category/ies _____)	 _____	10/30/06 Date
<input type="checkbox"/> Not Recommended (Category/ies _____)	Department Chair	
Comments:		
College Curriculum Committee		
<input checked="" type="checkbox"/> Recommended (Category/ies _____)	 _____	3-30-07 Date
<input type="checkbox"/> Not Recommended (Category/ies _____)	Committee Chair	
Comments:		
College Dean		
<input checked="" type="checkbox"/> Recommended (Category/ies _____)	 _____	4-2-07 Date
<input type="checkbox"/> Not Recommended (Category/ies _____)	Dean	
Comments:		
General Education Subcommittee		
<input type="checkbox"/> Recommended (Category/ies _____)		
<input type="checkbox"/> Not Recommended (Category/ies _____)	General Education Subcommittee Chair	Date
Comments:		
Undergraduate Curriculum and Academic Policy Committee		
<input type="checkbox"/> Recommended (Category/ies _____)		
<input type="checkbox"/> Not Recommended (Category/ies _____)	UCAP Faculty Chair	Date
Comments:		
Faculty Association Graduate Committee		
<input type="checkbox"/> Recommended		
<input type="checkbox"/> Not Recommended	Faculty Association Graduate Chair	Date
Comments:		
Graduate Dean		
<input type="checkbox"/> Recommended		
<input type="checkbox"/> Not Recommended	Graduate Dean	Date
Comments:		
Academic Affairs Council		
<input type="checkbox"/> Recommended (Category/ies _____)		
<input type="checkbox"/> Not Recommended (Category/ies _____)	Assistant Vice President	Date
Comments:		
Senior Vice President and Vice President for Academic Affairs		
<input type="checkbox"/> Approved (Category/ies _____)		
<input type="checkbox"/> Not Approved (Category/ies _____)	Sr. Vice President / Vice Pres. Academic Affairs	Date
Comments:		

Draft agenda
Health Science Dept meeting
Thursday March 23rd 11:00 CSU 203

1. Curriculum committee
Faculty Meeting

1. Motion: To accept revised Curriculum Committee Policies
 - Revise Policies and Procedures for the Curriculum Committee.
 - Policies and procedures were amended to reflect the addition of web-based (entirely online) classes in Articles I, IV, and V
 - Article III was amended to reflect that the curriculum committee will propose motions that will be discussed and voted on by the entire faculty
 - Date of revision was noted on the policies and procedures
2. Motion: To accept revised First Aid Policies

**Curriculum Committee:
Old Business**

Proposed Motions to be discussed by Faculty:

1. Motion: Graduate students teaching Health and the Environment will be required to follow a standardized syllabus, provided by the 101 coordinator. Resource materials also will be provided by the coordinator. That syllabus and resource materials will be made available to all faculty and adjuncts who teach the 101 course. **As directed by the faculty in the minutes on April 7, 2005**

2. Motion: Change school/community/ADS health major admission GPA entry requirement to 2.5. Refer to Jill Barr's document. **Directed by Judy in email**

3. Motion: Health science department will require a maintenance of "C" or better in all programmatic required courses. **Directed by Judy in email**

4. Motion: Web enhanced course delivery (as defined by the university) does not need curriculum committee approval. Web based course deliver does need departmental curriculum committee approval. **Discussed in faculty meeting Spring 2005 referred to curriculum committee.**

New Business

1. **Discussion:** Should the Human Sexuality class be offered in both the Fall and Spring semesters (the addition of one class per year) in order to meet demands of increased enrollment? (FACS and Health ed majors)

2. **Discussion:** Medical Terminology (Hlth 321)

a. Are there willing and available professors to teach this course if we offer it online through extended campus?

3. **Discussion:** Offering Graduate Extended Campus courses at Normandale community college on Saturdays?

i. Are there willing and available professors who want to drive to Normandale on a Saturday to teach this course?

2. Personnel Committee report PDP for Autumn and Jill & Marlene
3. Assessment report
4. Equipment Requests
5. Request to visit with Pete
6. Strategic Plan
7. Grad assistants (Romas)
8. other

Info items

Assessment Report due April 15th
Annual report due May 1st

Health Science Department
Faculty Meeting
Thursday, March 23, 2006
11:00 am, CSU 203

Marge went over motions.

Changed "Chemical Dependency" to "Alcohol and Drug Studies"

Motion 1: Accepted.

Motion 2: Presented by Jill. Discussion on if we need to add a fee to the policy. Accepted.

Old Business

Motion 1: After "syllabus" add (i.e. topics). Accepted.

Motion 2: Accepted.

~~Motion 3: Add programmatic, except Biology.~~ Accepted.

Motion 4: Accepted.

New Business

1. Human Sexuality should be taught both semesters. Dawn and Judy will develop numbers.
2. Yes, there are people willing. It will be an online class.

Approved to buy computers for Dawn and Marge.

Department of Health Science
Faculty Meeting Notes
December 11, 2006

Present: Afolayan, Benner, Bohnenblust, Kammer, Larsen, Murray-Davis, Nandy, Romas, Tappe, Windschitl, Hedman
Absent: Luebke
Note Taker: Winans

Meeting was called to order by Chair Romas.

Kammer moved to accept notes from November 13, 2006; Larsen seconded. Approved by faculty.

- *Funding Sources – Becoming more abundant.
- *Good News – Send to Winans/Romas, not to Diane Fix.
- *Web Page Design Update – Submit updates/changes/additions to Kammer/Romas/Winans.
- *Spring Faculty Meetings will be Tuesday, 11:00-12:30 for Spring Semester
- *Romas distributed copy of the Department Goals and Objectives submitted to Dean Herth on October 20.
- *Permission to take Health Science Courses – Discussion on a procedure for students being required to see advisor before registering for classes. Use of advising hold on registration. Procedure will be explored.
- *Faculty Progress Report-Romas gave synopsis of individual meetings with faculty.
- *Undergraduate Bulleting for ADS & HS – Kammer (ADS) and Murray-Davis (HS) will be submitting catalog copy on 1/8/07. Larsen distributed graduate catalog copy to faculty for review, asked for feedback and will submit catalog copy on 1/8/07.
- *Graduate Course Rotation – Larsen distributed copy of the Graduate Course Rotation Schedule with faculty input changes. Changes per recommendations from faculty to the schedule were based on enrollment numbers. Murray-Davis moved to accept schedule as presented; Tappe seconded. Approved by faculty. Send class teaching preferences to Dawn/Steve including summer teaching requests. Bohnenblust asked Winans to email copies of the summer, fall, and spring semester 6 year enrollment figures to all faculty.
- *Individual Study forms are available in the Health Science Main Office.
- *Kammer moved to allocate \$500 of the summer money to sponsor the School Health Conference; Murray-Davis seconded. Approved by faculty.
- *“D” Grade Policy – Benner moved to resubmit policy; Afolayan seconded. Approved by faculty. Policy: ADS, School Health and Community Health will required C or better in all programmatic required courses.
- *Department Internships – Romas and Kammer will be reviewing requirements for internships of ADS and HS.
- *Policy on Student Participation, Effort, & Attendance – Handout distributed by Romas. Looking at standard statements to include in syllabi.

Meeting adjourned.

Minutes CAHN Curriculum Meeting 10/26/06

Present: Ron Nickerson, Lisa Fleck, Marlene Tappe (for Murray-Davis), Bonnie Lund, Norma Krumwiede, Sue Ellen Bell, Heidi Henschel Pellett

Note taker: Ron Nickerson

- New Program: Post Baccalaureate School Health Program (Certificate)
 - Lisa moved (with changes)
 - Bonnie seconded
 - Passed
- Hlth 632 Alcohol and Drug Education Course. Change of name
 - Sue Ellen moved
 - Heidi seconded
 - Passed
- Redesign Program: School Health Program.
 - New Course HLTH 320 Teaching Health Methods I
 - Change in Credits and Name: HLTH 420 Health Teaching Methods II
 - Lisa moved w/changes
 - Heidi seconded
 - Passed
- Prerequisites HLTH 260, 454, 456, 469 and 497
 - Bonnie moved w/changes
 - Lisa seconded
 - Passed
- Health Science Policy: C of better
 - Sue moved
 - Heidi seconded
 - Passed