

WINONA STATE UNIVERSITY
REQUIRED CHECKLIST FOR ALL CURRICULAR PROPOSALS

Course or Program MATH 115

This checklist enables A2C2 representatives to endorse that their departments have accurately followed the Process for Accomplishing Curricular Change. For each course or program proposal submitted to A2C2, this checklist must be completed, signed by the submitting department's A2C2 representative, and included with the proposal when forwarded for approval. Peer review of proposals is also strongly advised, e.g., departments should discuss and vote on the proposals *as submitted to A2C2*, rather than on just the ideas proposed or drafts of proposals.

If a proposal fails to follow or complete any aspect of the process, the Course and Program Proposal Subcommittee will postpone consideration of the proposal and return it to the department's A2C2 representative for completion and resubmission. Resubmitted proposals have the same status as newly submitted proposals.

Note: This form need not be completed for notifications.

1. The appropriate forms and the "Approval Form" have been completed in full for this proposal. All necessary or relevant descriptions, rationales, and notifications have been provided.

Completed

- 2a. The "Financial and Staffing Data Sheet" has been completed and is enclosed in this proposal, if applicable.

Completed NA

- 2b. For departments that have claimed that "existing staff" would be teaching the course proposed, an explanation has been enclosed in this proposal as to how existing staff will do this, e.g., what enrollment limits can be accommodated by existing staff. If no such explanation is enclosed, the department's representative is prepared to address A2C2's questions on this matter.

Completed NA

3. Arrangements have been made so that a department representative knowledgeable of this proposal will be attending both the Course and Program Proposal Subcommittee meeting and the full A2C2 meeting at which this proposal is considered.

Completed

Name and office phone number of proposal's representative: Jeff Draskoci-Johnson

4. Reasonable attempts have been made to notify and reach agreements with all university units affected by this proposal. Units still opposing a proposal must submit their objections in writing before or during the Course and Program Proposal Subcommittee meeting at which this proposal is considered.

Completed NA

5. The course name and number is listed for each prerequisite involved in this proposal.

Completed NA

6. In this proposal for a new or revised program (major, minor, concentration, etc.), the list of prerequisites provided includes all the prerequisites of any proposed prerequisites. All such prerequisites of prerequisites are included in the total credit hour calculations. Completed NA

7. In this proposal for a new or revised program, the following information for each required or elective course is provided:

- a. The course name and number.
b. A brief course description.
c. A brief statement explaining why the program should include the course.

Completed NA

8. This course or program revision proposal:

- a. Clearly identifies each proposed change.
b. Displays the current requirements next to the proposed new requirements, for clear, easy comparison.

Completed NA

9. This course proposal provides publication dates for all works listed as course textbooks or references using a standard form of citation. Accessibility of the cited publications for use in this proposed course has been confirmed.

Completed NA

Christoph Muth
Department's A2C2 Representative or Alternate

7/2/11
Date

**WINONA STATE UNIVERSITY
PROPOSAL FOR REVISED COURSES**

Department Mathematics and Statistics

Date Feb. 3, 2011

If proposed course change requires A2C2 and/or graduate Council approval, i.e., not considered a notification, complete and submit this form with the appropriate number of copies. Refer to Regulation 3-4, *Policy for Changing the Curriculum*, for complete information on submitting proposals for curricular changes.

Current Course Information

MATH 115
Course No.

College Algebra
Course Title

4
Credits

This Proposal is for a(n) Undergraduate Course Graduate Course

Applies to: Major Minor University Studies
 Required Required Not for USP
 Elective Elective

Prerequisites MATH 050 or mathematics placement

Grading Grade only P/NC only Grade and P/NC Option

Frequency of offering Every semester

Proposed Course Information. (Please indicate only proposed changes below.)

Course No.

Course Title

3
Credits

This Proposal is for a(n) Undergraduate Course Graduate Course

Applies to Major Minor University Studies
 Required Required Not for USP
 Elective Elective

Prerequisites _____

Grading Grade only P/NC only Grade and P/NC Option

Frequency of offering _____

A. Changes in the course description,

1. Catalog description (include a display of current and proposed course requirements).
2. Course outline of the major topics and subtopics (minimum of two-level outline).
- 3.a Instructional delivery methods utilized: (Please check all that apply).

Lecture: Auditorium	ITV	Online	Web Enhanced	Web Supplemented
Lecture: Classroom	Service Learning	Travel Study	Laboratory	Internship/Practicum
Other: (Please indicate)				

3.b. MnSCU Course media codes: (Please check all that apply).

None:	3. Internet	6. Independent Study	9. Web Enhanced
1. Satellite	4. ITV Sending	7. Taped	10. Web Supplemented
2. CD Rom	5. Broadcast TV	8. ITV Receiving	

4. Course requirements (papers, lab work, projects, etc.) and means of evaluation.

B. Rationale for each of the changes proposed.

C. Impact of this Course on other Departments, Programs, Majors, or Minors

1. Does this course increase or decrease the total credits required by a major or minor of any other department? If so, which department(s)? See attached list
2. List the department(s), if any, which have been consulted about this proposal. Education

D. Describe impacts of this proposal on the University Studies Program. None, except the number of Math Basic Skills credits that some students will take.

Definitions:

01-Satellite:

02- CD Rom:

03- Internet: Predominately = where all, or nearly all, course activity occurs in an online environment. One to two activities may occur face-to-face in a classroom, with the maximum being two activities.

04 – ITV Sending: a course in which students are in the classroom with the instructor, other students join via interactive television technology from other geographically separate locations

05 – Broadcast TV:

06 – Independent Study: a course in which the teacher develops specialized curriculum for the student(s) based on department guidelines in the University course catalog

07 – Taped: a course in which the teacher records the lessons for playback at a later date

08 – ITV Receiving: a course in which students are not in the classroom with the teacher, other students join via interactive television technology from other geographically separate locations

09 – Web Enhanced- Limited Seat Time: For a course in which students are geographically separate from the teacher and other students for a majority of required activities. However, some on-site attendance is required. The course includes synchronous and/or asynchronous instruction.

10 – Web Supplemented- No Reduced Seat Time: For a course utilizing the web for instructional activities. Use of this code may assist your college/university in tracking courses for “smart classrooms” and/or facility usage.

Attach an *Approval Form* with appropriate signatures.

Department Contact Person for this Proposal:

Jeff Draskoci-Johnson
Name (please print)

457-5372
Phone

jdvasokcijohnson@winona.edu
e-mail address

[Form Revised 7-5-07]

List of Departments/Programs that Require MATH 115 in Some Way

- 1) Business Administration requires "MATH 110 or higher".
- 2) Human Resources Management requires "MATH 110 or higher".
- 3) Management Information Systems requires "MATH 110 or higher".
- 4) Special Education, Learning Disabilities requires "MATH 110 or higher mathematics".
- 5) Elementary Education, K-6 requires MATH 115
- 6) Early Childhood Education requires MATH 115