

MONTANA STATE UNIVERSITY

COLLEGE OF NURSING

POLICY #C-5

TITLE: INDIVIDUAL FACULTY SYLLABI (IFSs) FOR UNDERGRADUATE COURSES

POLICY: The College of Nursing has two guiding documents for each undergraduate course:

1) The Master Resource Outline (MRO) developed by the total faculty through multilevel/multispecialty groups. Master Resource Outlines are addressed in Policy C-4.

2) Individual Faculty Syllabi (IFSs) developed by individual faculty. IFSs are written to include MRO course description, course objectives, and suggested learning activities. The Undergraduate Academic Affairs Committee (UAAC) reviews IFSs of courses that faculty have taught for the second time; IFSs of newly developed courses that faculty are teaching for the first time; and IFSs of faculty who have taught the course for four years.

RATIONALE: Faculty approved Master Resource Outlines are used to develop course syllabi (as described in the College of Nursing Policy #A-14) and they provide a consistent approach for maintaining the quality, relevancy, and integrity of the baccalaureate curriculum. All faculty must teach the undergraduate courses in congruence with the Master Resource Outlines. The Individual Faculty Syllabus (IFS) is a major tool through which this can be validated.

Approved by:

Level I: UAAC (October, 2015)

Level II: Associate Dean for Undergraduate Programs (November, 2015)