MONTANA STATE UNIVERSITY
COLLEGE OF NURSING

POLICY #D-10

TITLE: MASTER RESOURCE OUTLINES (MROs) AND INDIVIDUAL FACULTY SYLLABI (IFS) FOR GRADUATE COURSES

POLICY: The College of Nursing has two different graduate course outlines:
      1) Master Resource Outlines (MROs)
      2) Individual Faculty Syllabi (IFSs)

Curriculum review and revision is ongoing.

MROs can be developed by individual or small groups of faculty. Newly developed MROs are evaluated by GAAC relative to the graduate program curriculum and voted on by GAAC. The GAAC-approved MRO then is presented to the general faculty for discussion and approval by majority vote. The committee and general faculty approval dates are added to the bottom of the MRO. MROs are posted on the College of Nursing website. MROs are reviewed by GAAC every three years based on a staggered schedule.

IFSs are developed by individual faculty who teach in the graduate program before teaching a course for the first time and revised and kept current by individual faculty as necessary. IFSs are collected at the beginning of each semester by the Graduate Program Assistant, stored, and available in the Associate Dean's office. IFSs are reviewed for consistency with the MRO and approved by GAAC before the course is taught for the first time or before a new instructor teaches the course for the first time and every three years if the course has been taught by the same instructor. Review criteria and evaluation of the IFS is documented and returned to the faculty for revision as needed. (see D-10 Procedure).

RATIONALE: All graduate courses must address relevant "Essentials of Master's Education in Nursing (2011) or Essentials of Doctoral Education for Advanced Nursing Practice" (AACN, 2006) as well as the mission of the College of Nursing and the foundational and graduate program objectives (website page Resources for Faculty & Staff, "Curriculum"). The MRO is a major tool through which adherence to the Essentials can be demonstrated. Faculty-approved MROs are used to develop course syllabi and provide a consistent approach for maintaining the quality, relevancy, and integrity of the graduate curricula. IFSs reflect the course MRO and provide course instructional detail such as assignments, schedules, and course policies. The IFS is a validation tool that allows individual faculty and GAAC to track trends, evaluation/assessment data, and curriculum adherence. Each IFS includes a visible link between course objectives/course content and student learning/assessment activities.

Reviewed/Approved by:

Level I: GAAC (November, 2014; amended October, 2015; amended November 2017)
Level II: Associate Dean for Graduate Education (January, 2015; October, 2015, April 2018)