

Curriculum Committee



New Course Proposal

School or Division	School of Business and Technology
Program or Certificate	Elective
Proposed by (faculty only)	David Hoffman
Presenter (faculty only)	David Hoffman
Note that the presenter (faculty) listed above must be present at the Curriculum Committee meeting or the proposal will be returned to the School or Division and must be submitted for a later date.	
Submission date	10/27/2016
Course prefix, number, and title	SLS 1931, Foundational Skills Development

Section I, New Course Information (must complete all items)

List course prerequisite(s) and minimum grade(s) (must include minimum grade if higher than a "D").	None
Provide justification for the proposed prerequisite(s).	
Will students be taking any of the prerequisites listed for this course in different parts of the same term (ex. Term A and Term B)?	No
List course co-requisites.	None
Provide justification for the proposed co-requisite(s).	
Is any co-requisite for this course listed as a co-requisite on its paired course? (Ex. CHM 2032 is a co-requisite for CHM 2032L, and CHM 2032L is a co-requisite for CHM 2032)	No N/A
Course credits or clock hours	3 credit hours
Contact hours (faculty load)	3 contact hours
Select grade mode	Standard Grading (A, B, C, D, F)
Credit type	College Credit
Course description (provide below)	
This course is designed to foster development of the key foundational skills that local employers have identified as lacking in the broader applicant pool, yet essential to successful employment. These skills include Work Ethic, Communication, Teamwork, Interpersonal Skills, and Active Listening.	

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General topic outline (type in outline below)
<ul style="list-style-type: none">• Definitions of Foundational Skills• Importance of Foundational Skills

Learning Outcomes: For information purposes only.

<p>IV. Course Competencies, Learning Outcomes and Objectives</p> <p>A. General Education Competencies and Course Outcomes</p> <p>1. Integral <i>General Education Competency or competencies:</i></p> <p>Communicate clearly in a variety of modes and media</p> <p>2. Supplemental <i>General Education Competency or competencies:</i></p> <p>N/A</p> <p>B. In accordance with Florida Statute 1007.25 concerning the state’s general education core course requirements, this course meets the general education competencies for Part B would only be included in the course outlines of those courses are included in the FSW Catalog as a General Education Core Course. If this is not a core course, then outline letter C would become B.</p> <p>C. Other Course Objectives/Standards</p> <p>Improve the student’s awareness of his/her own foundational skill set.</p> <p><i>This proposal is for an experimental course to respond to local workforce demand. The curriculum is currently under development and must remain fluid throughout the experimental period. It is anticipated that learning outcomes will become more clearly defined as the pilot group(s) is/are evaluated.</i></p>

Copy and Paste the SCNS Course Profile Description below (http://scns.fldoe.org/scns/public/pb_index.jsp).

COURSES CENTERING AROUND TOPICS OF CURRENT INTEREST OR OF SPECIAL INTEREST TO STUDENTS OR INSTRUCTORS. TOPICS OR FOCUS MAY VARY FROM SEMESTER TO SEMESTER. HOURS MAY VARY. LEVELS MAY VARY WITHIN AN INSTITUTION.

ICS code for this course	POSTSECONDARY VOCATIONAL (PSV) - 1.25.01 - BUSINESS
Should any major restriction(s) be listed on this course? If so, select "yes" and list the appropriate major restriction code(s) or select "no".	No N/A
Is the course an "International or Diversity Focus" course?	No, not International or Diversity Focus
Is the course a General Education course?	No
Is the course a Writing Intensive course?	No
Is the course repeatable*? (A repeatable course may be taken more than one time for additional credits. For example, MUT 2641, a 3 credit hour course can be repeated 1 time and a student can earn a maximum of 6 credits). *Not the same as Multiple Attempts or Grade	No N/A

Forgiveness	
Do you expect to offer this course three times or less (experimental)?	Yes

Impact of Course Proposal	
Will this new course proposal impact other courses, programs, departments, or budgets?	No
If the answer to the question above is “yes”, list the impact on other courses, programs, or budgets?	N/A
Have you discussed this proposal with anyone (from other departments, programs, or institutions) regarding the impact? Were any agreements made? Provide detail information below.	
<p>The lack of foundational skills (aka soft skills) in the workforce has been a topic of increasing importance to regional employers. This is evidenced in each of the Workforce Now reports that examined local skills gaps, as well as in a survey of businesses undertaken for the Horizon Council. Lately, lack of foundational skills is a topic of concern illuminated by the efforts of the FutureMakers coalition initiative. As part of that initiative, the Southwest Florida Community Foundation is helping to underwrite and promote a curriculum to increase awareness in the individual of what these foundational skills are and their importance. To that end, this course is proposed to provide a vehicle to pilot one or more sections of the course using the resultant curriculum so that a population can be trained and then monitored to determine if there is a satisfactory increase in foundational skill level. This initiative is important to local employers and the longer-term goal is for this experimental course to evolve into a permanent course.</p>	

Section II, Justification for proposal

Provide justification (below) for this proposed curriculum action.
College response to a documented local workforce need as described above.

Section III, Important Dates and Endorsements Required

List all faculty endorsements below. (Note that proposals will be returned to the School or Division if faculty endorsements are not provided).
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David Hoffman, Leroy Bugger, Timothy Lucas, Jenny Patterson, Alisa Callahan

NOTE: Course and Program changes must be submitted by the dates listed on the published Curriculum Committee Calendar. Exceptions to the published submission deadlines must receive prior approval from the Provost's Office.

Term in which approved action will take place	Fall 2017
Provide an explanation below for the requested exception the submission deadline.	
N/A	

Any exceptions to the term start date requires the signatures of the Academic Dean or Associate Vice President and the Provost prior to submission.		
Dean or Associate Vice President	Signature	Date
Type name here		
Provost	Signature	Date
Dr. Jeff Stewart		

Required Endorsements	Type in Name	Select Date
Department Chair or Program Coordinator/Director	David Hoffman	10/27/2016
Academic Dean or Associate Vice President	Dr. John Meyer	10/27/2016

Select Curriculum Committee Meeting Date	November 4, 2016
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All Curriculum proposals require approval of the Curriculum Committee and the Provost. Final approval or denial of a proposal is reflected on the completed and signed proposal.

Approve Do not approve


 Curriculum Committee Chair Signature


 Date

Approve Do not approve

Jeff Stewart
Provost Signature

4/10/12
Date