Curriculum Development Form
New Program (Academic Award)

Program Name (Academic Award): Manufacturing Production Technology Cert. CIP Code: 48.8510

Type of Academic Award: □ AA □ AAS □ AFA □ AS □ Diploma  □ Certificate

Current Location: □ Faribault  □ North Mankato  Proposed Location: □ Faribault  □ North Mankato

Contact Person: Jon Morgan  Proposed Credits: 16

Date of Proposal: 1-16-18  Proposed Implementation Date: Fall 2018

What program is being proposed? Manufacturing Production Technology Cert.

What impact will this new program have? None

Describe the rationale for this new program: Advisory Recommendations

Attach additional material if necessary

As Faculty Developer, by signing this New Program form, the Curriculum Committee is assured of the following (check marks required):

Prior to Preparing Documentation
☑ Initiation — idea was submitted to Department Chair(s) and Academic Dean/Director for discussion and support
☑ Explored existing program offerings to identify potential duplication
☑ Gathered Labor Market data
☑ Completed Intention Form

MnSCU Notice of Intent (NOI) — Program Navigator
☐ Program Plan brought to Curriculum Committee for information purposes
☐ Articulation agreement included for AA, AS, AFA programs
☐ Vice President of Student and Academic Affairs approval
☐ President approval
☐ MnSCU Program Navigator upload — New Notice of Intent (NOI) informing other MnSCU colleges/universities of the program
☐ MnSCU initiates the intention stage for feedback; 60 days to complete official paperwork after MnSCU approval

Continue the Curriculum Development Process
☑ Completed the WIDS Program Project, which includes outlining scope and sequence of program

Please Note: If courses do not already exist, the shell of each course must be created in WIDS before the WIDS Program Project can be completed
☑ Identified prerequisites (if any) for admission to the program
☑ Created program description in WIDS
☑ Created measurable program student learning outcomes in WIDS
☑ Proofread documentation for correct content
☑ Proofread documentation for grammatical and typographical errors
☑ For technical programs, the change was discussed at Advisory Committee meeting (upload meeting minutes)
☑ Uploaded additional documentation to WIDS (comparison template, etc.)

Signature: [Signature]

Date: 1-16-18

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As Primary Department Chair, by signing this New Program form, the Curriculum Committee is assured of the following (check marks required):

☑ Documentation through email and department meetings made available for other faculty and programs to provide feedback
☑ Proofread documentation for correct content and proper structure
☑ Proofread documentation for grammatical and typographical errors
☑ For LAS programs, signature of all LAS Department Chairs included

☑ I support this program plan ☐ I do not support this program plan — please provide reason(s):

[Signature]  
Date

For all new programs, if Primary Department Chair does not support the new program proposal, faculty developer can elevate the proposal to AASC for resolution.

For AA, AFA and AS Degrees Only — As a LAS Department Chair, by signing this New Program form, the Curriculum Committee is assured of the following (check marks required):

☐ Documentation through email and department meetings made available for other faculty and programs to provide feedback

☐ I support this program plan ☐ I do not support this program plan — please provide reason(s):

[Signature]  
Date

☐ I support this program plan ☐ I do not support this program plan — please provide reason(s):

[Signature]  
Date

☐ I support this program plan ☐ I do not support this program plan — please provide reason(s):

[Signature]  
Date

If all four LAS Department Chairs do not support the new program proposal, faculty developer can elevate the proposal to AASC for resolution.
As Academic Dean/Director, by signing this New Program form, the Curriculum Committee is assured of the following (check marks required):

- [ ] Identified potential opportunities and impacts of the change on other programs/departments (request DARS search from Registrar’s Office)
- [ ] Provided supporting documentation to populate Program Navigator

☐ I support this program plan  ☐ I do not support this program plan — please provide reason(s):

[Signature]
Academic Dean/Director Signature

[Signature]  
Date

If Academic Dean/Director does not support the new program proposal, faculty developer can elevate the proposal to AASC for resolution.

Upload this signed form as a PDF to WIDS Shared Document folder — Curriculum Committee

Following Curriculum Committee support, this form is completed with final signatures

[Signature]  
Date
Curriculum Committee Chair Signature

[Signature]  
Date
Vice President of Student and Academic Affairs Signature

[Signature]  
Date
President Signature

The following steps are possible post-approval steps

**New Program**

Upload to MnSCU Program Navigator

- Curriculum Committee Chair electronic approval
- Vice President of Student and Academic Affairs electronic approval
- President electronic approval
- Vice President of Student and Academic Affairs electronic approval (2nd)
- MnSCU reviews for final approval
- MnSCU grants approval

Student Affairs

- ISRS; DARS; eCatalog

Scope and Sequence for Perkins Programs of Study

Federal Dept. of Education review

Higher Learning Commissions (HLC) review
### Manufacturing Production Technology Certificate-16 credits

Faribault campus, NM campus, area high schools, and +Connect through CBI

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<tr>
<th>Course ID</th>
<th>Course Name</th>
<th>Credits</th>
<th>Lec/Lab</th>
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<td>Safety Awareness</td>
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<td>2-0</td>
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<tr>
<td>CMAE 1518</td>
<td>Manufacturing Process &amp; Production</td>
<td>2</td>
<td>2-0</td>
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<td>CMAE 1526</td>
<td>Maintenance Awareness</td>
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<td>Math for Technical Careers</td>
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<td>OTEC 1001</td>
<td>Computers for College</td>
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**TOTAL** 16 16/wk

add new course

add new course

add existing OTEC course