

3/3/17  
Curriculum

# Curriculum Development Form

## Modify an Existing Program (Academic Award)

Program Name (Academic Award):

Architectural Drafting and Design

CIP Code: 04.0902

Type of Academic Award:  AA  AAS  AFA  AS  Diploma  Certificate

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

Current Credits: 32 Proposed Credits: 32

Date of Proposal: 2/7/2017 Proposed Implementation Date:

Contact Person: Ryan Langemeier

What is the modification REMOVE A COURSE THAT NO LONGER RELATES TO  
being proposed? THE PROGRAM. ADD A COURSE TO ENHANCE THE STUDENT'S  
What impact will KNOWLEDGE OF BUILDING MATERIALS

the modification have? NO IMPACT ON OTHER PROGRAMS

Describe the rationale TO ENHANCE THE STUDENT'S KNOWLEDGE OF  
for this modification: BUILDING MATERIALS

Attach additional material if necessary

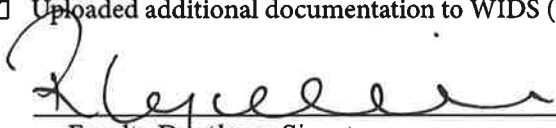
As Faculty Developer, by signing this *Modify an Existing Program* form, the Curriculum Committee is assured of the following (check marks required):

### 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
- Completed Intention Form

### Continue the Curriculum Development Process

- Completed the comparison template outlining old program plan vs. new program plan, noting changes between the old and new
- 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.)

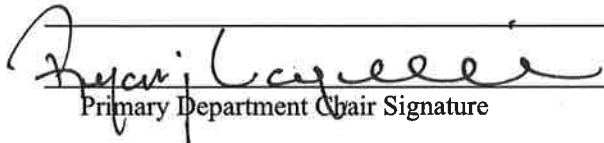
  
Faculty Developer Signature

2-7-17  
Date

**As Primary Department Chair, by signing this *Modify an Existing 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):

  
Primary Department Chair Signature

2-7-17  
Date

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

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**For AA, AFA and AS Degrees Only — As a LAS Department Chair, by signing this *Modify an Existing 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):

\_\_\_\_\_  
LAS Department Chair Signature      Date

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

\_\_\_\_\_  
LAS Department Chair Signature      Date

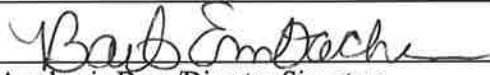
I support this program plan       I do not support this program plan — please provide reason(s):

\_\_\_\_\_  
LAS Department Chair Signature      Date

*If all four LAS Department Chairs do not support the modified program proposal, faculty developer can elevate the proposal to AASC for resolution.*

As Academic Dean/Director, by signing this *Modify an Existing 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):

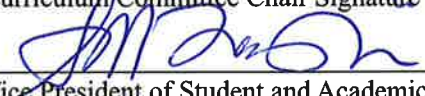

2-7-17  
 \_\_\_\_\_  
 Academic Dean/Director Signature Date

*If Academic Dean/Director does not support the modified 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. Place signed original forms in Curriculum Committee mailbox.**

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


3/3/2017  
 \_\_\_\_\_  
 Curriculum Committee Chair Signature Date


3-3-17  
 \_\_\_\_\_  
 Vice President of Student and Academic Affairs Signature Date

\_\_\_\_\_  
 President Signature Date

*The following steps are possible post-approval steps*

**Modify an Existing Program**

— Credit length change

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

**Modify an Existing Program**

— No credit length change

Student Affairs (documentation posted on CC website)

- ISRS; DARS; eCatalog

Scope and Sequence for Perkins Programs of Study