CURRICULUM COMMITTEE CHECKLIST

NAME OF PROGRAM: Math 75 Date: 7/10/14

Step 1  Reviewed change at division meeting.  YES ☒ NO ☐

Step 2  Presented as informational item at Division Chair Meeting(s) and checked if it affects other departments. Like programs must meet with Division Chairs on all affected campuses (North Mankato and Faribault).

Division Chair’s signature  Diana Martin  ☒ ☐

Step 3  Instructional Dean reviewed and indicated need for Curriculum Committee approval.  YES ☐ NO ☒

Instructional Dean’s signature  B-D ☒ ☐

Step 4  Advisory Committee approval indicated in meeting minutes if necessary. Minutes provided to Curriculum Committee.  YES ☒ NO ☐

Step 5  Curriculum Committee made recommendations (changes, additional approvals, etc.). If no, skip to Step 7.  YES ☒ NO ☐

Step 6  Committee’s recommendations completed. (Skip if not applicable.)  YES ☒ NO ☐

Step 7  Curriculum Committee approved.  YES ☒ NO ☐

Curriculum Committee Chair’s signature  Julie Nelson  ☒ ☐

Step 8  Minutes and necessary materials provided to VP of Academic Affairs.  YES ☐ NO ☒

Step 9  Vice President of Academic Affairs approved.  YES ☒ NO ☐

Vice President of Academic Affairs’ signature  ☒ ☐

Step 10  New Course Maximum Enrollment to Shared Governance.  YES ☐ NO ☒

Step 11  President’s approval for all changes requiring MnSCU approval.  YES ☐ NO ☒

President’s signature  __________________________
**New Course or Course Change Proposal Form**

**Date of Proposal:** July 10, 2014  
**Author:** J.R. Haney

<table>
<thead>
<tr>
<th>Proposal Type:</th>
<th>(*]) New Course</th>
<th>Modify Course</th>
<th>Delete Course</th>
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</table>

**Contact for the Course:** J. R. Haney

**Course Designator, Number and Title (i.e.: ACCT 1800, Business Law):**  
MATH 0075 – Introductory Algebra

**Number of Credits:** 4

**Prerequisites:** None

**Course Description:** This course is designed to provide students with a review of basic fundamentals of algebra and mathematics. Topics include: algebraic expressions, functions, polynomials, exponents, solving and graphing linear equalities and inequalities, interpreting data in graphical form, factoring polynomials, simplifying rational expressions, and solving and simplifying radical and rational equations. Students needing foundational level improvement are highly encouraged to gain this first and/or concurrently with this course. (Prerequisites: None) (MN K-12 Academic Standards in Mathematics indicated in parenthesis after each competency.)

**Grading Method:**  
Grade | Pass/Fail

**Scheduling:**  
Fall | Spring | Summer | Alternate Years | Variable | On Demand

**Instructional Type:**  
Lecture | Lab | Lecture/Lab | Internship | Seminar

(*)Class Maximum: (For New Courses Only) / All Unlimited faculty members of a program or discipline must sign.

| Faculty Name | Faculty Signature | Class Max | Date
|--------------|-------------------|-----------|-------|

| Dean's Name | Dean's Signature | Date
|-------------|------------------|---------|

*If there is not enough space provided, please use the back of this form for additional signatures or click on a row with the right button of the mouse, select insert and then select insert rows below to add rows to the table.*

**Is this Course Proposed as a Liberal Arts Course:** Yes | No

**If Yes, Which MnTC Area/Areas Will it Fulfill ([http://www.mntransfer.org](http://www.mntransfer.org))?**

**Is This Course a Requirement/Elective for a Specific Program or Programs?** Yes | No

**If Yes, Which Program(s)?**

**Describe What is Changing/Being Added, and the Rationale:** The course title has been changed to more accurately reflect the course content and align more closely with the MN K-12 Academic Standards in Mathematics. All of the Course Competencies have been reworded along with the Learning Objectives to also more accurately reflect the true course content and again align with the MN K-12 Academic Standards in Mathematics. Extensive review was done for each competency and learning object to match up with the MN K-12 Academic Standards in Mathematics. MnSCU’s review of “college readiness” courses, their content, and qualification for financial aid was the impetus for our review and changes in both terminology and academic rigor for this course.

**What Impact Will This New Course or Change Have on Other Programs or Areas?**
None, it is a prerequisite for Math 85 and a non-transferrable course.

➢ Attach Common Course Outline to this Form.