CURRICULUM COMMITTEE CHECKLIST

NAME OF PROGRAM: AA - HUM 112

Date: 4/18/14

Step 1 Reviewed change at division meeting.

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

Step 3 Instructional Dean reviewed and indicated need for Curriculum Committee approval.

Instructional Dean’s signature

Step 4 Advisory Committee approval indicated in meeting minutes if necessary. Minutes provided to Curriculum Committee.

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

Step 6 Committee’s recommendations completed. (Skip if not applicable.)

Step 7 Curriculum Committee approved.

Curriculum Committee Chair’s signature

Step 8 Minutes and necessary materials provided to VP of Academic Affairs.

Step 9 Vice President of Academic Affairs approved.

Vice President of Academic Affairs’ signature

Step 10 New Course Maximum Enrollment to Shared Governance.

Step 11 President’s approval for all changes requiring MnSCU approval.

President’s signature
Appendix B

Course Change Proposal Form

Date of Proposal: April 3, 2014

Author: Amy Magnus

Proposal Type: | (*) New Course | Modify Course | Delete Course XXX

Contact for the Course: Amy Magnus

Course Designator, Number and Title (i.e.: ACCT 1800, Business Law):
HUM 110 Intro to Global Peace and Social Justice

Prerequisites:

Course Description:

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.

<table>
<thead>
<tr>
<th>Faculty Name</th>
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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)?

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:
Course prefix was changed from HUM 110 to ENGL 115 Global Peace and Social Justice

What Impact Will This New Course or Change Have on Other Programs or Areas?

> Attach Common Course Outline to this Form.
Appendix B

**Course Change Proposal Form**

**Date of Proposal:** April 3, 2014

**Author:** Amy Magnus

**Proposal Type:** (*)New Course  Modify Course  Delete Course  XXX

**Contact for the Course:** Amy Magnus

**Course Designator, Number and Title (i.e.: ACCT 1800, Business Law):**
HUM 112 Native American Perspectives

**Prerequisites:**

**Course Description:**

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**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:

Course prefix was changed from HUM 112 to AIS 112 Native American Perspectives

What Impact Will This New Course or Change Have on Other Programs or Areas?

➢ Attach Common Course Outline to this Form.