CURRICULUM COMMITTEE CHECKLIST

NAME OF PROGRAM:  SOC 106 Credit Change

Date:  3/7/4

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  

YES  NO
Appendix B

New Course or Course Change Proposal Form

Date of Proposal: 12/20/13
Author: Wruck Peter J
Proposal Type: | New Course | Modify Course X | Delete Course
Contact for the Course: Wruck Peter J
Course Designator, Number and Title (i.e.: ACCT 1800, Business Law):
SOC 106 Introduction to Criminal Justice
Number of Credits: **4 (note change)**

Prerequisites: Completion of READ 0090 with a grade of C or higher or a score of 78 or above in Reading comprehension on the Accuplacer.

Course Description: This course provides an overview of the criminal justice system in the United States, including the foundations, role, structure, and realities of the police, courts, and corrections. Sociological perspectives are applied to an analysis of crime and victimization, ethics, and the concept of justice. Students will also learn about current issues facing the criminal justice system. (Prerequisite: Completion of READ 0090 with a grade of C or higher or a score of 78 or above in Reading comprehension on the Accuplacer; MNTC Goal Areas 5 & 9; History and Social Sciences, Ethical and Civic Responsibility)

Grading Method: | Grade X | Pass/Fail
Scheduling: | Fall X | Spring X | Summer | Alternate Years | Variable | On Demand
Instructional Type: | Lecture X | Lab | Lecture/Lab | Internship | Seminar

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

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*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 X | No

If Yes, Which MNTC Area/Areas Will it Fulfill ([http://www.mntransfer.org](http://www.mntransfer.org))? 5 & 9

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

If Yes, Which Program(s)? elective for Liberal Arts AA program

Describe What is Changing/Being Added, and the Rationale: Course credits changed from 3 to 4 so as to better align with other institutions and more accurately reflect the work required in the course

What Impact Will This New Course or Change Have on Other Programs or Areas? None as course is not a specific requirement for other programs