CURRICULUM COMMITTEE CHECKLIST

NAME OF PROGRAM: Geography – LAPC   Date: Nov. 25, 2013

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  ____________________________
# New Course or Course Change Proposal Form

**Date of Proposal:** Nov. 25, 2013  
**Author:** Willy Mekeel  
**Proposal Type:** (✓)New Course  
**Contact for the Course:** Willy Mekeel

**Course Designator, Number and Title (i.e.: ACCT 1800, Business Law):** GEOG 104, Introduction to Weather and Climate  
**Number of Credits:** 3  
**Prerequisites:** Accuplacer Reading Comprehension Score of 78 or above or completion of READ 0090  
**Course Description:** This course will serve as an introduction to the basic atmospheric processes described as weather. Topics including atmospheric pressure, winds, temperature patterns, humidity and precipitation, and severe weather phenomena will be examined. The spatial distribution of global climates and climate change will also be explored. (Prerequisite: Accuplacer Reading Comprehension Score of 78 or above or completion of READ 0090) (MNTC 3 & 10)

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<th>Scheduling</th>
<th>Fall</th>
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<th>Summer</th>
<th>Alternate Years</th>
<th>Pass/Fail</th>
<th>On Demand</th>
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<tr>
<td>Grading Method</td>
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<td>Pass/Fail</td>
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<td>Instructional Type</td>
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<td>All Unlimited faculty members of a program or discipline must sign.</td>
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**Faculty Name**  
Willy Mekeel  
**Faculty Signature**  
[Signature]  
**Class Max**  
35  
**Date**  
11/26/13

**Dean’s Name**  
Brian Fors  
**Dean’s Signature**  
[Signature]  
**Class Max**  
35  
**Date**  
12/12/13

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)? 3 & 10
- 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:

What Impact Will This New Course or Change Have on Other Programs or Areas? None

- Attachment: Attach Common Course Outline to this Form.