CURRICULUM COMMITTEE CHECKLIST

NAME OF PROGRAM:  

SOC 100  

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  

[ ]  |  [ ]  

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  

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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 | Delete Course X
Contact for the Course: Wruck Peter J
Course Designator, Number and Title (i.e.: ACCT 1800, Business Law): SOC 100 Family Personal Relations
Number of Credits: 3
Prerequisites: Must have a score of 77.5 or higher on the
Reading portion of the Accuplacer test or completion of READ 0080 and READ 0090 with a grade of C or higher
Course Description: Human relationships play a significant role in the development of individuals and their success. Students will become familiar with current research and theories which impact this development by learning about values, goals, decision making, roles, communication, work and family, parenting, divorce, remarriage, and diversity; giving a realistic picture of families today with an emphasis of what the family can become. (Prerequisites: Must have a score of 77.5 or higher on the Reading portion of the Accuplacer test or completion of READ 0080 and READ 0090 with a grade of C or higher) (MNTC 5: History/Social & Behavioral Science)
Grading Method: Grade X | Pass/Fail
Scheduling: Fall | Spring | 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.
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 X | No
If Yes, Which MnTC Area/Areas Will it Fulfill (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 has not been offered in several years, is not required or elective for programs, and is duplicative with SOC 201: Marriage and Families.
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

NOTE: THERE IS NO CCO ON FILE FOR THIS COURSE