CURRICULUM COMMITTEE CHECKLIST

NAME OF PROGRAM: CBI/Welding 1005, 1025, 1035

Date: May 1, 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 ___________ N/A ___________

X 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 _______________________

Enrollment determined by contract – I need # to put with JGB5 - use 50 %
Appendix B

New Course or Course Change Proposal Form

Date of Proposal: April 25, 2013

Author: Brian Knutson

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

Contact for the Course: Brian Knutson

Course Designator, Number and Title (i.e.: ACCT 1800, Business Law): WELD 1005 Blueprint Reading

Number of Credits: 1

Prerequisites:
None

Course Description: This course provides an understanding of blueprints used within welding technology settings. Skills for reading, understanding, and interpreting welding symbols will be developed

Grading Method: Grade A-F  Pass/Fail

Scheduling: Fall X  Spring X  Summer X  Alternate Years  Variable  On Demand X

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

Marsha Danielson

April 26, 2013

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 X  No

If Yes, Which Program(s)? Mechatronics Engineering Technology

Describe What is Changing/Being Added, and the Rationale:

These credits are being introduced as a FastTrac welding program developed to meet the need of local demand for welders.

The credits may become part of a certificate program being developed by the Mechatronics Engineering Technology program.

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

Credits may be accepted by other programs as elective credits.

- Attach Common Course Outline to this Form.
Appendix B

New Course or Course Change Proposal Form

<table>
<thead>
<tr>
<th>Date of Proposal:</th>
<th>April 25, 2013</th>
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<tbody>
<tr>
<td>Author:</td>
<td>Brian Knutson</td>
</tr>
<tr>
<td>Proposal Type:</td>
<td>(x) New Course</td>
</tr>
<tr>
<td>Modify Course</td>
<td>Delete Course</td>
</tr>
<tr>
<td>Contact for the Course:</td>
<td>Brian Knutson</td>
</tr>
<tr>
<td>Course Designator, Number and Title (i.e.: ACCT 1800, Business Law):</td>
<td>WELD 1025 Introduction to Shielded metal arc welding (SMAW)</td>
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<tr>
<td>Number of Credits:</td>
<td>2</td>
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<tr>
<td>Prerequisites:</td>
<td>None</td>
</tr>
<tr>
<td>Course Description:</td>
<td>This course will cover shielded metal arc welding on carbon steel in various positions</td>
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<tr>
<td>Grading Method:</td>
<td>Grade</td>
</tr>
<tr>
<td>Scheduling:</td>
<td>Fall X</td>
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<tr>
<td>Instructional Type:</td>
<td>Lecture</td>
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Dean's Name | Dean's Signature | Date |
Marsha Danielson | | April 26, 2013 |

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Is this Course Proposed as a Liberal Arts Course: | Yes | No |
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If Yes, Which Program(s)? Mechatronics Engineering Technology |

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**New Course or Course Change Proposal Form**

**Date of Proposal:** April 25, 2013

**Author:** Brian Knutson

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

**Contact for the Course:** Brian Knutson

**Course Designator, Number and Title** (i.e.: ACCT 1800, Business Law):
WELD 1035  Introduction to Gas metal arc welding (GMAW)

**Number of Credits:** 2

**Prerequisites:**
None

**Course Description:** The course will cover gas metal arc welding process using short circuit and spray methods on carbon

**Grading Method:** Grade A-F  Pass/Fail

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

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

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

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**Dean's Name**
Marsha Danielson

**Dean's Signature**

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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)?**

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