CURRICULUM COMMITTEE CHECKLIST
CONSTRUCTION FIELD

NAME OF PROGRAM: SUPERVISION
(CFSU)

Date: __________

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 _______________________

Date 11/3/2

CFSU 1130
CFSU 2180

YES NO
## Appendix B

### New Course or Course Change Proposal Form

**Date of Proposal:** December 8, 2011  
**Author:** Jeff Miller

<table>
<thead>
<tr>
<th>Proposal Type:</th>
<th>*New Course</th>
<th>Modify Course</th>
<th>X</th>
<th>Delete Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact for the Course:</td>
<td>Jeff Miller</td>
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**Course Designator, Number and Title (i.e.: ACCT 1800, Business Law):**  
CFSU 1130, Practicum: Materials and Methods

**Number of Credits:**  
4

**Prerequisites:**  
NONE

**Course Description:** This course is an introduction to building materials and basic methods of construction for wood construction technology. It is an overview of concrete and masonry as they relate to building construction with an emphasis on concrete and masonry uses, characteristics, limitations, equipment, methods of transportation, pouring, finishing, curing and testing procedures. Structural and precast concrete composition is also included. Topics include: steel as it relates to building construction with an emphasis on steel uses, characteristics, limitations, equipment, methods of transportation and erection. The course also focuses on analysis, selection, and delineation of various components and systems in buildings. (Prerequisite: None)

**Grading Method:** Grade X  
**Pass/Fail**

<table>
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<tr>
<th>Scheduling:</th>
<th>Fall</th>
<th>Spring</th>
<th>Summer</th>
<th>Alternate Years</th>
<th>Variable</th>
<th>On Demand</th>
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<tr>
<th>Instructional Type:</th>
<th>Lecture</th>
<th>Lab</th>
<th>Lecture/Lab</th>
<th>Internship</th>
<th>Seminar</th>
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*Class Maximum: (For New Courses Only) / All Unlimited faculty members of a program or discipline must sign.

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<thead>
<tr>
<th>Faculty Name</th>
<th>Faculty Signature</th>
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<tr>
<th>Dean’s Name</th>
<th>Dean's Signature</th>
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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 | No X

**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)? Construction Field Supervision**

Describe What is Changing/Being Added, and the Rationale: Changed/Modified some competencies to align with accreditation standards and industry need. There is also a change in CSI Masterformat 2004 numbering systems.

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

New Course or Course Change Proposal Form

Date of Proposal: December 8, 2011
Author: Jeff Miller
Proposal Type: | *New Course | Modify Course X | Delete Course
Contact for the Course: Jeff Miller
Course Designator, Number and Title (i.e.: ACCT 1800, Business Law): CFSU 2130 Construction Planning and Scheduling
Number of Credits: 4
Prerequisites: None
Course Description: This course emphasizes planning and scheduling of a construction project utilizing the critical path method (CPM). There is an emphasis on the integrated work plan, safety, quality, and productivity. Topics also include: identification of construction operations, their dependencies and duration times. (Prerequisite: None)
Grading Method: | Grade X | Pass/Fail
Scheduling: | Fall | Spring | Summer | Alternate Years | Variable | On Demand
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.
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 No X
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)? Construction Field Supervision
Describe What is Changing/Being Added, and the Rationale: Changes to some competencies. This aligns with topical content for accreditation and industry standard.
What Impact Will This New Course or Change Have on Other Programs or Areas? None

➢ Attach Common Course Outline to this Form.