Appendix A

Course Proposal Form

☑ **NEW COURSE**: Refer to the requirement checklist found in Appendix B.

☐ **CHANGE** or ☐ **DELETION**, attach a statement of justification to this form.

For Change / Deletion Proposals:

Indicate type of change(s) - Check all that apply:

☐ Title ☐ Number ☐ Prerequisite(s) ☐ Credit Hours ☐ Description ☐ Deletion ☐ Other

Type of course: ☑ Required for major ☐ General Education Elective ☐ CED Course

Please provide a *brief* description of the proposed change / deletion:

We will be deleting CMJ 297 Criminal Justice Internship. Replacing with this skills course. In this field it is too difficult to secure internships because of the liability involved.

For New Course Proposals:

Proposed Course Code CMJ 251 **Course Name**: Criminal Justice Technical Skills

Credit Hour Breakdown: 3 Lecture, ___Lab, ___ Shop, ___Other, please explain: _____

_____

Prerequisites: CMJ101 Intro to Criminal Justice / CMJ102 Intro to Conservation Law

Associated Fees: _____

Associated Library/AV materials: _____

Program(s) affected: Criminal Justice and Conservation Law

Please use rationale, format and responses that are consistent with college and MCCS policies. Course fees require a documented and itemized list of expenses per student and will require an application to the MCCS Board for approval. When appropriate attach current catalogue listing.

Department Chairs and Academic Dean Signatures and Chair Initials

Signatures of department heads affected by this proposal and the Academic Dean must be obtained prior to submission. Signatures denote consultation only.

Submitted by: Robert W. Carter _____

_____ _____

Academic Dean: _____ **A.C.C. Chair Initials & Date:** _____

Academic and Committee Chair Signature

Signature of the Chair denotes that the proposal has been approved by the ACC.

_____ _____

Academic & Curriculum Committee Chair **Date**

Final Approval Signature

_____ _____

WCCC President **Date**