SOUTH DAKOTA BOARD OF TECHNICAL EDUCATION
ACADEMIC AFFAIRS
COMMITTEE RECOMMENDATION

SUMMARY

Western Dakota Technical College

Substantive Program Application

Associate of Applied Science

Gunsmithing

COMMITTEE RECOMMENDATION

The Committee on Academic Affairs and Institutional Effectiveness ("Committee") met on 4/23/2026 to consider the merits of the above application. After review, the Committee makes the following action recommendation to the Board of Technical Education:

☒ Approval
☐ Disapproval
☐ Deferral
☐ Other:

PROGRAM DESCRIPTION

Institution	Western Dakota Technical College
Program Identifier Code (If applicable)	
Program Title	Gunsmithing
Program Award Level: Check all that apply	☐ Short-Term Certificate ☐ Long-Term Certificate ☐ Diploma ☒ Associate of Applied Science
CIP Code (6 Digit)	47.0402
Projected Implementation Date	Click here to enter a date.
Location	☒ Main Campus ☒ Other: Additional location may be required upon regulatory review

SUMMARY

Type of Substantive Change	☒ New Program (B.1.1) ☐ Significant Curriculum Modification (B.1.2) ☐ Other:

Describe the change the institution is seeking approval of.

Western Dakota Technical College (WDTC) is seeking approval to establish a new Associate of Applied Science program in Gunsmithing (CIP 47.0402). The proposed program will prepare students with the technical knowledge, precision machining skills, firearm repair competencies, stock making techniques, and business fundamentals required for employment in gunsmithing, firearm service and repair, custom manufacturing, and related small business operations. The projected implementation date is Fall 2027.

CRITERION 1: MISSION

The program aligns with the system's mission and strategic priorities.

1.1. The program aligns with the system's mission of preparing a technically skilled workforce prepared to serve the state of South Dakota and its regions.
1.2. The program aligns with the system's strategic priorities.

1.1. Describe how the proposed program aligns with the system's mission.

The proposed Gunsmithing program aligns with the system's mission of preparing a technically skilled workforce to serve the state of South Dakota and its regions. South Dakota has a strong heritage of outdoor recreation, hunting, firearm ownership, and small-scale manufacturing. The program prepares students with high-skill, precision trade competencies that support regional economic sectors including sporting goods, custom fabrication, retail firearm services, and small business ownership.

The program reflects WDTC's mission to prepare highly skilled professionals through career-focused, accessible programming that responds to workforce and community needs.

CRITERION 2: DEMAND

The program leads to meaningful employment, adequate student enrollment, and/or fulfills needs not being met by existing education and training providers.

2.1. The program leads to high-wage occupations that have an average/mean wage greater than the median wage across all occupations.
2.2. The program leads to high-demand occupations that have project annual openings (a measure of demand for workers) greater than the average across all occupations or is shown as an economic and/or labor market emerging field for the state of South Dakota and its regions.
2.3. The program's student enrollment is adequate to justify program existence.
2.4. The program fulfills a demand not being met by existing education and training providers in the region and/or state.

2.1. Describe the wage projections for occupations associated with the proposed program by completing Appendix 2.A.

2.2. Describe the demand projections for occupations associated with the proposed program.

A. Complete Appendix 2.A.

B. If an emerging field for the state of South Dakota, describe the field. Letter(s) of support, detailing demand, should be attached as appendices.

N/A

2.3. Describe projected student enrollment for the proposed program by completing Appendix 2.B.

2.4. Describe how the proposed program fulfills a demand not being met by existing education and training providers in the region and/or state.

A. Identify closely related program(s) that currently exist at other public higher education institutions in the system or state. If none, write "None."

None

B. If applicable: Describe the ways in which the demand is not currently being met by the aforementioned program(s) and provide justification as to why the program should be approved by addressing the following conditions that warrant duplication (BP 303.2). Select all that apply.

☒ Unmet Demand (C.5.1.1)
☒ Industry Partnership (C.5.1.2)
☒ Increases Student Access (C.5.1.3)
☐ Other:

I. For each condition selected above, provide a brief justification.

Unmet Demand
Currently, South Dakota residents seeking formal gunsmithing education must relocate out of state. The absence of an in-state public option creates a training gap for individuals interested in firearm repair, customization, restoration, and small-scale firearm manufacturing.

Increases Student Access
Establishing the program at WDTC increases access for South Dakota residents, particularly those in western South Dakota, who would otherwise incur significant relocation costs.

Industry Partnership
The program will be developed in consultation with regional firearm retailers, custom shops, sporting goods businesses, and machining professionals to ensure alignment with workforce expectations.

CRITERION 3: DESIGN

The program's learning assessment strategy, program of study, and delivery methods are designed to provide students with the necessary competencies, as demonstrated through program learning outcomes.

3.1. The program is aligned to competencies, as demonstrated through program learning outcomes, that are developed with and continually validated by relevant stakeholders.
3.2. The program has a learning assessment strategy to validate student mastery of the program learning outcomes.
3.3. The program has an integrated program of study designed to develop and reinforce the program learning outcomes.
3.4. The program, when appropriate, includes a work-based learning component that develops and reinforces the program learning outcomes.
3.5. The program, when appropriate, offers flexible delivery methods to increase student access.

3.0. Describe the proposed program's alignment with the program award level requirements established in BP 301.1.

A. Does the program align with the requirements?

☒ Yes
☐ No (Requesting Exemption)

B. If no: Provide a detailed rationale for program exemption. Specify which requirement(s) in BP 301.1 are not met; cite specific policy sections (e.g., B.3.4), when appropriate. If external organizations are involved (accreditation, regulatory, licensure, etc.), reference the organization name(s), specific requirements (including citations), and a justification for why the exemption should be approved.

3.1. Describe the program learning outcomes.

A. Provide a list of program learning outcomes for each proposed award level. Learning outcomes should be specific to the program.

Gunsmithing Program Learning Outcomes:

Critical Thinking - Apply analytical and problem-solving skills by diagnosing firearm malfunctions, evaluating mechanical systems, interpreting technical schematics, and utilizing industry standards to develop safe and effective repair or modification plans.

Technical Knowledge and Skills - Demonstrate technical competence by applying principles of firearm safety, metallurgy, precision machining, fabrication, stock fitting, finishing techniques, and quality control while performing repair, restoration, and customization procedures consistent with industry standards and applicable regulations.

Communication - Employ professional communication skills by preparing accurate work orders, repair documentation, and customer consultations; interpreting manufacturer specifications; and communicating technical information effectively through oral, written, and electronic means with clients, suppliers, and industry partners.

Professionalism - Model professionalism by adhering to all federal, state, and local firearm laws and regulations; demonstrating ethical business practices and safe workplace behaviors; collaborating effectively within a professional environment; and engaging in continuous learning to remain current with evolving technologies and industry standards.

B. Describe the how the program learning outcomes were developed and validated.

Program Learning Outcomes are used to inform students, employers, and other constituents what the student should be able to perform when they have completed the program. The main stakeholder in Program Learning Outcomes is the program; however, outside constituents influence them based on industry trends. When developing new Program Learning Outcomes, WDTC starts by utilizing O*Net Online which is a web resource that provides detailed job and industry information including key job skills and knowledge required for a specific career area. WDTC also researches the Program Learning Outcomes of other established programs to compare with information gathered on O*Net Online to draft preliminary Program Learning Outcomes. From there, the draft outcomes are vetted by industry professionals who are assisting with the development of the program.

Once students are enrolled in a program, assessment of student learning results may influence changes to Program Learning Outcomes, as learning targets assigned to Program Learning Outcomes are continuously met or not met. If a change is to be implemented, it should be completed by the program through the official curriculum change process which includes review by the program's advisory board and WDTC's Assessment Committee. New Program Learning Outcomes are then submitted to the Curriculum Committee for tracking purposes.

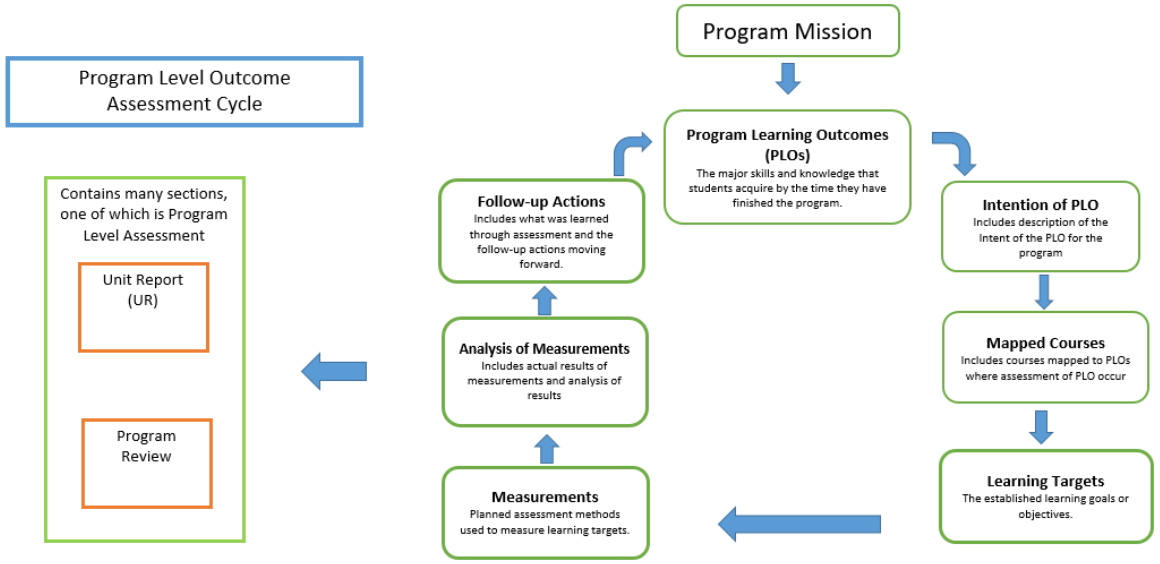
3.2. Describe the program's learning assessment strategy.

A. Describe how students will demonstrate mastery of the program learning outcomes. Description should be specific to the program's learning assessment plan vs. the institutional assessment plan.

Assessment of student learning is conducted on an annual basis. Program faculty develop an assessment plan at the beginning of the academic year that focuses on one Institutional Learning Outcome (ILO) and one Program Learning Outcome (PLO). Assessment activities are conducted, and data is collected throughout the year. All assessment planning and results are documented in WDTC's online planning and assessment program, Strategic Planning Online (SPOL). At the end of the assessment year, program faculty submit an Annual Assessment Report that includes data results, analysis, and follow-up plans. Results of annual assessments guide necessary program changes that strengthen the program and ensure that graduates have learned what they need for success in their career.

Program Directors work with WDTC's two Assessment Coordinators to further define the Program Learning Outcomes (PLOs) and establish the following two assessment documents: 1) Course Map, which shows how the PLOs are developed throughout the curriculum with Introductory, Developed, and Mastered curriculum and 2) Program Competencies linked to PLOs, which documents how competencies link to the PLOs.

New faculty become immersed in the program curriculum and teaching their first two semesters at WDTC. Assessment of Course Learning Outcomes (CLOs) and PLOs begin during a new faculty member's 3rd semester. Faculty begin with completing the online course: ED 115 – Introduction to Program Assessment. This course instructs all new faculty on the foundations of assessment at WDTC and guides them through the assessment cycle. Then, during the 4th semester, faculty work one-on-one with Assessment Coordinators to plan and implement their first PLO and CLO assessment activities. After the 4th semester, they are then ready to complete all assessment activities on schedule with experienced faculty. This onboarding process to assessment allows new faculty to attain curriculum experience first, which gives them the foundation for better assessment success.



B. Is the program preparation for a professional licensure and/or certification examination?

☐ Yes (Detail in Appendix 4: Section 3)
☒ No

3.3. Describe the program of study by completing Appendix 3.

3.4. Describe the program's work-based learning component.

A. Does the program have a work-based learning component? If so, select all that apply.

☐ None
☐ Apprenticeship
☐ Internship or Externship
☐ Clinical
☒ Capstone
☐ Other:

B. If none, describe why.

3.5. Describe the program's delivery methods.

A. Select the program's primary delivery method(s)[1]. Select all that apply.

☒ On Campus
☐ Online
☒ Blended
☐ Apprenticeship
☐ Other:

[1] ***In Person***: 100 percent of courses are available in-person. ***Online:*** 100 percent of courses are available via distance learning. Delivery is only via the Internet. ***Blended***: Delivery includes a required combination of both in-person and online courses. If a student has the option to take courses online, but is not required to do so, the program is not necessarily considered blended.

B. Describe how flexible delivery methods are being leveraged to increase student access.

The core technical courses within the Gunsmithing program will be delivered through face-to-face didactic instruction and hands-on laboratory experiences. Due to specialized equipment requirements, secure lab environments, and safety considerations, these courses must be completed in person and will not be offered in an online or hybrid format.

To support student access, WDTC will utilize flexible scheduling models, including block scheduling where appropriate. General education courses may be completed either in person or online, providing students with additional flexibility while maintaining the integrity of the technical curriculum.

CRITERION 4: ALIGNMENT

The program is vertically aligned to an education and training pathway.

4.1. The program is vertically aligned to an education and training pathway, reflecting efficient articulation of:
4.1.1. Non-degree credential/industry certification
4.1.2. Certificate to diploma
4.1.3. Diploma to associate of applied science
4.1.4. Associate of applied science to baccalaureate

4.1. Describe the alignment of the proposed program along an education and training pathway.

A. Complete Appendix 4.

B. Describe the projected alignment between the proposed program and existing academic programs within the technical college system.

Students may transition to a different trades program at WDTC and transfer credits from the Gunsmithing program if other admissions criteria are met. The Gunsmithing program aligns with various programs at WDTC to meet our region's industry needs and enhance graduate's versatility in employment.

The Gunsmithing program aligns with WDTC's current programs including:

- AAS Degree in Machining & Engineering Technology program – 24 credits align
- AAS Degree in Welding & Fabrication – 15 credits align
- Diploma in Welding & Fabrication – 12 credits align
- Diploma in Precision Machining Technology – 21 credits align

Graduates of the AAS in Gunsmithing may transfer into bachelor's programs in manufacturing technology where articulation agreements exist.

C. As applicable: Insert any additional comments here.

CRITERION 5: CAPACITY

The institution demonstrates the internal and external resources necessary to develop, implement, and sustain the program.

5.1. The institution demonstrates the financial resources necessary to develop, implement, and sustain the program.
5.2. The institution demonstrates appropriately certified and qualified faculty are in place with expertise in content, pedagogy, and related industry to develop and validate the program learning outcomes.
5.3. The institution's physical facilities (e.g., classrooms, laboratories) reflect current industry and/or occupational standards necessary to develop and validate the program learning outcomes.
5.4. The institution's equipment and technology resources reflect current industry and/or occupational standards necessary to develop and validate the program learning outcomes.
5.5. The institution demonstrates the ability of the program to meet institutional and programmatic accreditation standards, as applicable.

5.1. Describe the institution's financial capacity to develop, implement, and sustain the proposed program.

A. Complete Appendix 5.

B. Describe the proposed program's anticipated local fee structure. Description of fee structure should be specific to the program.

The anticipated fee structure for the Gunsmithing Program would align with WDTC's current fee structure including institutional fees of $89 per credit and program fees of $31 per credit.

C. What is the proposed program weight factor (funding formula)?

☐ Standard Cost (1)
☒ High Cost (3)
☐ High Cost, Low Density (5)

I. Provide rationale related to the selection of proposed program weight factor.

The proposed program aligns with the state-level guidance for the High-Cost program weight factor. Due to the requirement of specialized equipment, secure storage, safety infrastructure, and smaller student-to-faculty ratios due to safety considerations.

D. Describe the contingency plans in case anticipated enrollments, income, or resources do not materialize.

WDTC does not anticipate low enrollment in the Gunsmithing Program. WDTC is committed to regularly monitoring enrollment, income, and resource trends to identify any potential shortfalls or deviations from expected levels. All WDTC programs closely monitor expenses and identify where cost-saving measures may be implemented.

If enrollment does not meet sustainability thresholds, WDTC will consider adjusting cohort size, modifying course scheduling, and utilizing adjunct industry professionals. Capital investment will be phased to reduce financial risk.

5.2. Describe how the institution will ensure the appropriate certified and qualified faculty are in place with the expertise in content, pedagogy, and the related industry to develop and validate the program learning outcomes.

A. Describe the necessary qualifications of faculty who will be involved in the program.

WDTC is committed to hiring expert faculty members to deliver academic excellence within all programs and follows the requirements of the Higher Learning Commission and the state of South Dakota as outlined in the SD Postsecondary Technical College Instructor Credential Policy. Meeting these requirements are applicable to all full-time, adjunct, and off-site faculty members. Upon hire of faculty members, official transcripts are documented, current credentials are verified, and reference and background checks are completed.

Faculty positions are posted on the college website. Applications are submitted online through our secure NEOGOV system and are reviewed and scored by a hiring committee. Based on scores, the top 3-4 applicants are interviewed by the same committee who then makes a recommendation for hire.

New faculty members receive one week of orientation from the VP for Teaching and Learning and the Director of Instructional Design & Professional Development. This orientation also includes trainings by Human Resources, IT, Registrar's Office, and the Student Success Center. New faculty members then enter a one-year mentorship program facilitated by the VP for Teaching and Learning, the Director of Instructional Design & Professional Development, and Team Leaders. As part of the mentorship, new faculty members also complete two teaching methodology courses: ED 211 Methods of Lesson Planning and Instruction (2 credits) and ED 215 Methods of Instructional Design (2 credits). As part of these two courses, new faculty members are introduced to student-centered learning methods, lesson planning, assessment tools, adult learning theories, classroom management strategies, and ADA guidelines to assist with student accommodations. Upon completion of the mentorship and methodology courses, new faculty members receive their 5-year SD Post-Secondary Teaching Credential.

Continued support is provided for faculty members by the VP for Teaching and Learning, the Director of Instructional Design & Professional Development, Assessment Coordinators, and Team Leaders. WDTC schedules 15 faculty development days within the academic calendar for various trainings. Faculty members are also able to submit requests for professional development within their respective professions.

Faculty specifically for the Gunsmithing Program must possess a minimum of three years professional gunsmithing or precision machining experience, demonstrated firearm repair and customization expertise, and industry certifications (where applicable).

5.3. Describe the existing and/or new physical facilities that will be utilized or needed to reflect current industry and/or occupational standards. Outline short- and long-term investments in physical facilities.

WDTC will utilize a dedicated, secured laboratory space designed to meet industry and safety standards, including secure firearm storage, ventilation systems for finishing processes, machining stations, and controlled access systems. Short-term investments include lab buildout and safety infrastructure. Long-term investments include equipment upgrades aligned with industry advancements.

5.4. Describe the existing and/or new equipment and technology resources that will be utilized or needed to reflect current industry and/or occupational standards. Outline short- and long-term investments in equipment and technology resources.

To support delivery of the Gunsmithing program, WDTC will require specialized instrumentation and industry-standard equipment, including manual lathes and milling machines, CNC machining equipment, firearm-specific tooling, metal finishing systems, and precision measurement instruments.

WDTC currently operates a Precision Machining Technology program, which provides access to several foundational machining resources that can be leveraged for the proposed program. Additional gunsmithing-specific tooling and finishing equipment will be incorporated into the program's startup and operational budget. Larger capital equipment investments will be strategically pursued through external funding sources, including grant opportunities and Perkins funding, to ensure responsible fiscal planning and long-term sustainability.

5.5. Describe the institution's and proposed program's ability to meet institutional and programmatic accreditation standards, as applicable.

A. Specify Higher Learning Commission (HLC) requirements.

☐ Notification Only
☒ Approval Required
☐ None
☐ Other:

B. Is there an accrediting or professional organization that has established standards for the program?

☐ Yes
☒ No

C. If yes: Describe the ability of the proposed program to meet professional accreditation standards. If the program does not or cannot meet those standards, describe the area(s) in which it is deficient and indicate steps needed to qualify the program for accreditation. Provide the date by which the program would be expected to be fully accredited.

If the institution does not plan to seek specialized accreditation, provide a rationale for not seeking.

SOUTH DAKOTA BOARD OF TECHNICAL EDUCATION
Appendix 2.A: Labor Market Information

Western Dakota Technical College
Associate of Applied Science in Gunsmithing

SOUTH DAKOTA								
SOC* CODE	**SOC* TITLE**	**AVERAGE ANNUAL OPENINGS**	**2018 EMPLOYMENT**	**2028 EMPLOYMENT**	**NUMERIC CHANGE: 2018-2028**	**PERCENT CHANGE: 2018-2028**	**MEDIAN: ANNUAL WAGE (2020)**	**AVERAGE: ANNUAL WAGE (2020)**
51-4081	Multiple Machine Tool Setters, Operators, and Tenders, Metal and Plastic	41	369	405	36	9.76%	$50,870	$46,930

NATIONAL								
SOC* CODE	**SOC* TITLE**	**AVERAGE ANNUAL OPENINGS**	**2019 EMPLOYMENT**	**2029 EMPLOYMENT**	**NUMERIC CHANGE: 2019-2029**	**PERCENT CHANGE: 2019-2029**	**MEDIAN: ANNUAL WAGE (2020)**	**AVERAGE: ANNUAL WAGE (2020)**
51-4081	Multiple Machine Tool Setters, Operators, and Tenders, Metal and Plastics	*	131,000	130,300	-700	-1%	$41,600	$43,990

SOURCE: South Dakota Department of Labor and Regulation, Labor Market Information Center (LMIC) (https://dlr.sd.gov/lmic/)
DATE: 03/03/2026

NOTES: *Gunsmithing is not a stand-alone occupation that is assigned a SOC code.
US BLS lists annual openings for metal and plastic machine workers (87,900) but not annual opening data for this specific SOC code.

SOUTH DAKOTA BOARD OF TECHNICAL EDUCATION
Appendix 2.B: Student Demand Projections

Western Dakota Technical College
Associate of Applied Science in Gunsmithing

	YEAR 1	YEAR 2	YEAR 3
Student Full-Time Equivalent (FTE)	**35**	**70**	**140**
Headcount: Full-Time	35	70	140
Headcount: Part-Time			
Headcount: Total	**35**	**70**	**140**
Total Program or Site Capacity	35	70	140

SOUTH DAKOTA BOARD OF TECHNICAL EDUCATION
Appendix 3: Program of Study

Western Dakota Technical College
Associate of Applied Science in Gunsmithing

MONTHS:	16
SEMESTERS:	4
TOTAL CREDITS:	60

PREFIX AND NUMBER	TITLE	CREDITS	DESCRIPTION	EXISTING COURSE
I. GENERAL EDUCATION CORE				
CSC 105	Microcomputer Software Applications I	3	This course is an introductory course in software applications, which includes basic technical concepts, as well as hands-on experience. The utility of the computer is demonstrated by introducing Windows, word processing, spreadsheet, database, and presentation software to the student.	Y
ENGL 106	Workplace Communcations I	3	This course presents the basic principles and forms of written communication in the workplace. Instruction leads students through the planning tasks, identifying audiences, and gathering information. More emphasis is on reports.	Y
MATH 104	Technical Mathematics	3	This course includes real numbers and variable expressions, first-degree equations, polynomials, factoring, rational expressions, rational exponents and radicals, geometry, quadratic equations, and trigonometry. This course is designed for students who are preparing for technical careers. It stresses a working knowledge of applied mathematical concepts. The practice problems are applications from various technical fields but do not require prior knowledge of the technical applications. Problems are selected to help develop an understanding of where and how mathematics is used in the various fields of employment.	Y
PSYC 103	Human Relations in the Workplace	3	Success in the world of work requires not only the ability to perform according to the requirements of the position, but also the ability to adjust and get along with others. The purpose of this course is to help students grasp the importance of human relations skills in both their personal and career lives. It will introduce students to the skills necessary to create and maintain positive relationships and interactions in the workplace.	Y
SOC 100	Introduction to Sociology	3	Comprehensive study of society with analysis of group life and other forces shaping human behavior.	Y
SUBTOTAL OF GENERAL EDUCATION CREDITS:		**15**	**TOTAL NEW COURSES:**	**0**
II. PROGRAM CORE				
GS 100	Basics Lab	4	The purpose of basic lab is to teach students the basic skills that are absolutely essential in gunsmithing – use of hand tools and power tools, polishing and bluing, making and interpreting blueprints. The object is not merely producing fixtures and tools to use later, but primarily the proper use of the tools needed to make the item. Each project is designed to develop technique and efficiency. Treat every project as if it were a firearm. Fit, finish dimension, shape and contour are all elements that must be demonstrated for successful completing of this lab.	N
GS 110	Firearms Finishes	1	General gunsmiths make the largest part of their income from refinishing firearms and should, therefore, have a thorough understanding of the methods that are used. Firearms Finishes encompasses the methods of hot salt bluing, rust bluing, rust browning, and Cerkote application.	N

SOUTH DAKOTA BOARD OF TECHNICAL EDUCATION
Appendix 3: Program of Study

Western Dakota Technical College
Associate of Applied Science in Gunsmithing

GS 120	Machine Shop Lab I	4.5	The Machine Shop Lab I is designed to allow students to put all of their theoretical knowledge to work in a practical setting. Safe machine operation and conduct while in the machine shop will be stressed. Students must demonstrate proper tool selection and usage, work piece holding, machine and work piece set up. Bench grinder, engine lathe and vertical milling machine operations will be conducted to complete assigned projects during Machine Shop Lab 1. Students will be required to gain an overall understanding of blueprint reading, work and machine set up, tolerances, machining processes and how to practically and safely apply them to firearms and firearm components.	N
GS 130	Cycle of Operations	2	Students will learn to analyze and understand the inner workings of eight of the most common types of firearm actions in the industry. These include bolt, lever, pump, gas operated, break open, short recoil, blowback, and revolver actions. Students will learn part nomenclature and movements as well as how those parts relate to and act upon one another, that is, how these eight action types function. This understanding will start building the foundation for the diagnostic skills that are at the core of	N
GS 140	Firearms Theory	4	Firearms Theory presents students with the history, design, and functionality of firearms, triggers, sights and suppressors utilizing Instructor led lecture and examples. This will allow students a better working knowledge of firearms platforms prior to starting the Repairs Lab.	N
GS 150	Machine Shop Lab II	4.5	The Machine Shop Lab II is designed to allow students to put all of their theoretical knowledge to work in a practical setting. Students will be required to gain an overall understanding of blueprint reading, work and machine set up, tolerances, machining processes and how to practically and safely apply them to firearms and firearm parts	N
GS 160	Stocks	3.5	Introduction to tool design, use, and application in Stockmaking. Study of the American classic style stock design is emphasized. Inletting, forend tip, grip cap, shaping, recoil pad installation, sanding, finishing, and finishing with oil-based finishes are considered. Modification, bedding, and finishing of synthetic stocks is included.	N
GS 200	Placement / Interview	1	This course gives students one on one instruction on finding employment and working through resume and interview specific questions in the gunsmithing/ firearms industry. As part of this course students will generate an industry specific working resume and cover letter as well as participate in a mock interview.	N
GS 210	Repairs Lab I	5.5	Students will apply firearm design theory, to conduct firearm disassembly, assembly, function and safety checks to complete diagnostics and repairs for bolt action, lever action, pump action, break open and side by side firearms.	N
GS 220	Soldering / Welding & Heat Treating	0.5	Soldering/Welding & Heat Treating Theory Class is designed to introduce students to the theoretical aspects of the GTAW or TIG (Tungsten Inert Gas) welding process. Heat treating and soldering theory will also be discussed including the use of Oxy Acetylene torches. Safe equipment operation and conduct while in the welding lab will be stressed. Topics of discussion will include the TIG welding process, machine set up, welding safety, the soldering process, Oxy Acetylene torch use, gas torch safety and heat treating. Students will be required to gain an overall understanding of TIG welding, soldering and the heat-treating processes and how to practically and safely apply them to firearms and firearm parts.	N

SOUTH DAKOTA BOARD OF TECHNICAL EDUCATION

Appendix 3: Program of Study

Western Dakota Technical College

Associate of Applied Science in Gunsmithing

GS 230	Ballistics / Handloading	1.5	The key focus of Ballistics Class is to introduce students to the theoretical side of the Gunsmithing industry. In addition to internal, external and terminal ballistics, accuracy enhancements that the gunsmith can perform to firearms and reloading will be the focal point of this class. Bullets, powder, case nomenclature and inspection of fired case will also, be discussed. Students will be required to gain an overall understanding of what is required to reload ammunition, inspect and diagnose firearms for issues of accuracy, function and safety and understand what takes place on a physical level from the time a cartridge is produced until the projectile comes to rest after being fired.	N
GS 240	Compliance	1.5	The key focus of the Compliance course is to introduce students to the operational side of the gunsmithing industry with a focus on Federal Firearms License compliance. Students will also be required to gain a general understanding of the legal permissions and business entities that apply to the gunsmithing industry. Employment opportunities for future careers and tooling selection will also be discussed.	N
GS 250	Repairs Lab II	7	Students will apply firearm design theory, to conduct firearm disassembly, assembly, function and safety checks to complete diagnostics and repairs for pistols, revolvers, semi-automatic firearms and Lab I firearms requiring more complex repairs and customizations.	N
GS 260	Specialization	4.5	Specialization allows students to do gunsmith related projects of their own choosing to demonstrate, formulate, and construct their work utilizing what they learned during the program	N
SUBTOTAL OF PROGRAM CREDITS:		**45**	**TOTAL NEW COURSES:**	**14**

SOUTH DAKOTA BOARD OF TECHNICAL EDUCATION
Appendix 4: Alignment Projection

Western Dakota Technical College
Associate of Applied Science in Gunsmithing

TOTAL CREDITS IN PROPOSED PROGRAM:
60

I. STACKABLE OPPORTUNITIES

PROGRAM NAME		Short-term Certificate	X	Existing	If Forthcoming: Projected Timeline	Total Credits in Stackable Program	How many PROPOSED PROGRAM credits are in this stackable program opportunity?
Precision Machining Technology		Long-term Certificate		Forthcoming			
	X	Diploma					
		AAS				42	21

PROGRAM NAME		Short-term Certificate	X	Existing	If Forthcoming: Projected Timeline	Total Credits in Stackable Program	How many PROPOSED PROGRAM credits are in this stackable program opportunity?
Welding & Fabrication		Long-term Certificate		Forthcoming			
	X	Diploma					
		AAS				36	12

PROGRAM NAME		Short-term Certificate	X	Existing	If Forthcoming: Projected Timeline	Total Credits in Stackable Program	How many PROPOSED PROGRAM credits are in this stackable program opportunity?
Welding & Fabrication		Long-term Certificate		Forthcoming			
		Diploma					
	X	AAS				63	15

PROGRAM NAME		Short-term Certificate	X	Existing	If Forthcoming: Projected Timeline	Total Credits in Stackable Program	How many PROPOSED PROGRAM credits are in this stackable program opportunity?
Machining & Engineering Technology		Long-term Certificate		Forthcoming			
		Diploma					
	X	AAS				68	24

II. ARTICULATION AGREEMENTS (BACCALAUREATE)

PROGRAM NAME	COLLEGE OR UNIVERSITY		Existing	If Forthcoming: Projected Timeline	Total Credits in Bachelor's Degree	How many PROPOSED PROGRAM credits are projected to be accepted in the articulation agreement?
			Forthcoming			

PROGRAM NAME	COLLEGE OR UNIVERSITY		Existing	If Forthcoming: Projected Timeline	Total Credits in Bachelor's Degree	How many PROPOSED PROGRAM credits are projected to be accepted in the articulation agreement?
			Forthcoming			

PROGRAM NAME	COLLEGE OR UNIVERSITY		Existing	If Forthcoming: Projected Timeline	Total Credits in Bachelor's Degree	How many PROPOSED PROGRAM credits are projected to be accepted in the articulation agreement?
			Forthcoming			

III. LICENSURE AND CERTIFICATION OPPORTUNITIES

The PROPOSED PROGRAM will qualify students to pursue the following licensure and/or certification opportunities:

LICENSURE/CERTIFICATION	OVERSIGHT ORGANIZATION	Will the licensure/certification require reporting per SDCL 13-1-61?
LICENSURE/CERTIFICATION	**OVERSIGHT ORGANIZATION**	Will the licensure/certification require reporting per SDCL 13-1-61?
LICENSURE/CERTIFICATION	**OVERSIGHT ORGANIZATION**	Will the licensure/certification require reporting per SDCL 13-1-61?

SOUTH DAKOTA BOARD OF TECHNICAL EDUCATION
Appendix 5: Financial Projections

Western Dakota Technical College
Associate of Applied Science in Gunsmithing

	YEAR 1	YEAR 2	YEAR 3
Student FTE	**35**	**70**	**140**
I. PROJECTED EXPENDITURES			
A. ONE-TIME			
New/Renovated Facilities	$ -	$ -	$ -
Equipment	$ 500,000.00	$ -	$ -
Other	$ -	$ -	$ -
Sub-Total: One-time	$ 500,000.00	$ -	$ -
B. RECURRING			
B.1. PERSONNEL			
FTE (Faculty and Staff)	4	6	10
Salary & Benefits	$ 294,000.00	$ 441,000.00	$ 735,000.00
B.2. OPERATING			
Rental / Lease	$ -	TBD	TBD
Contractual Services	$ -	$ -	$ -
Equipment	$ -	$ 100,000.00	$ 50,000.00
Supplies	$ 10,000.00	$ 12,000.00	$ 14,000.00
Travel	$ 5,000.00	$ 5,000.00	$ 5,000.00
Other	$ 20,000.00	$ 10,000.00	$ 10,000.00
Sub-Total: Operating	$ 35,000.00	$ 127,000.00	$ 79,000.00
Total: Recurring	**$ 329,000.00**	**$ 568,000.00**	**$ 814,000.00**
TOTAL EXPENDITURES (A + B)	**$ 829,000.00**	**$ 568,000.00**	**$ 814,000.00**
II. PROJECTED REVENUE			
Tuition	$ 136,500.00	$ 273,000.00	$ 546,000.00
State Fees	$ 46,200.00	$ 92,400.00	$ 184,800.00
Local Fees	$ 241,500.00	$ 483,000.00	$ 966,000.00
Location-Based Fees	$ -	$ -	$ -
State Sources	$ -	$ 221,341.40	$ 442,682.80
Federal Sources	$ -	$ -	$ -
Private Grants or Gifts	$ -	$ -	$ -
Other	$ -	$ -	$ -
TOTAL REVENUE	**$ 424,200.00**	**$ 1,069,741.40**	**$ 2,139,482.80**
REVENUE - EXPENDITURES	**$ (404,800.00)**	**$ 501,741.40**	**$ 1,325,482.80**

**Projections are held constant based on current fiscal year. Inflation or rate changes are not factored.*