

PROCEDURAL SEQUENCE FOR ACADEMIC SENATE APPROVAL OF PROPOSALS

1. Submit all proposals to the Office of Academic Affairs.
2. The Senate President will log items and forward them to the appropriate Senate subcommittees.
3. The Senate subcommittee will send the proposal to the Senate.
4. Senate proposals will be considered by the Full Faculty.
5. If approved, the proposal will then be forwarded to the Provost/Senior Vice Chancellor.

Proposals that require action to approve/disapprove/table or remand will be sent back to the Senate according to the monthly meeting schedule.

TITLE: To Change the Number of Credits in the LEAP 289 Class from 3 to 1.

SUBCOMMITTEE: Curriculum PROPOSAL #: 00-09

PROPOSAL:

I am submitting this change at the request of Judy Oveson, who has supervised the LEAP program for the last 2-3 years on campus. Judy asked for the credit change, and provided me with the following rationale to support the change. It seems logical to me:

"The LEAP 289 course. . .was originally set up as a regular 3-credit class which met weekly. That students did assignments and worked toward completing their portfolio. Since I took over the LEAP program, there has never been more than one student enrolled at one time. Therefore, I have conducted the class along the lines of an independent study. . .working with the student via phone, e-mail or in person. Very few of those students even lived in Havre, so it would have been impossible to conduct a class of even one. There was no way 45 hours of class instruction was accomplished, however. I believe the program has helped a number of students finish their degree and graduate before scheduled. I would propose that the 3-credit course be dropped to a 1-credit course. I will continue the same as I have been doing, only the student will enroll in LEAP 289 for 1 credit.

Action Signatures:

Roger A. Sarbin 10/6/00
Submitter Date

T. Welch (curr.)
Committee Chair

Committee Chair

Science E. Munsen
Faculty Senate President

Roger A. Sarbin
Provost/Senior Vice Chancellor for Academic Affairs

College Chair/Dean Date

Approve Disapprove Date 10/31/00

Approve Disapprove Date

Approve Disapprove Date 11-14-00

Approve Disapprove Date 11/29/00

Course Revision Form

NEW DROPPED MAJOR REVISION INFORMATION ONLY

Department None Program Area None Date: April 7, 2000

Prefix LEAP No. 289 Title: None Credits: 1

Required by: None

Selective in: None

Elective in: None

General Education: None

Lecture 0 Lecture/Lab 0 Contact hours lecture 0 Contact hours lab 0

**** Note: The class is conducted like an independent study course.**

Current Catalog Description (include all prerequisites):

LEAP 289

3 Credits

Students will develop a portfolio documenting their work and life experiences for evaluation for possible college credit which may be used to meet degree requirements. Detailed policies and procedures governing the LEAP program may be found in the university policies and procedures manual.

Proposed Catalog Description (include all prerequisites):

LEAP 289

1 Credit

(The rest of the description is unchanged.)

Course Outcome Objectives:

They are adequately described in the course description.

New instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

None.