

ACADEMIC SENATE PROPOSAL TRACKING SHEET

(Document To Be Originated By Academic Senate Secretary On Canary Color Paper)

All proposals MUST have their originating college faculty body (Ex. Nursing, Technical Sciences, Arts & Sciences, Education) approval and must be signed by the submitter and the college chair/dean before being submitted to the academic senate secretary.

1. Submit all proposals (using the appropriate Academic Senate program/degree and/or course revision forms) to the Academic Senate Secretary.
2. The Academic Senate Secretary logs and numbers items and forwards them to the appropriate Academic Senate subcommittee(s): Teacher Education (if applicable), General Education (if applicable), or Curriculum.
3. The Academic Senate subcommittee(s) consider(s) the proposal. If approved, the proposal is forwarded to the next committee. If a committee disapproves the proposal, the originator may request that the item be forwarded to the next body for consideration. The committee will provide written rationale to the originator when a proposal is disapproved and the proposal is returned to the originator.
4. The Academic Senate considers the proposal and approves or disapproves. If approved, the proposal is forwarded to the Full Faculty for consideration. If the Academic Senate disapproves the proposal, the originator may request that the item be forwarded to the Full Faculty for consideration. The Academic Senate will provide written rationale to the originator when proposals are disapproved and the proposal is returned to the originator.
5. The Full Faculty considers academic senate approved proposals. If faculty approve, the proposal will then be forwarded to the Provost. The Provost approves or disapproves the proposal. If approved, the proposal is then forwarded to the Chancellor.
7. The Chancellor approves or disapproves the proposal.

Subcommittee and Academic Senate college representatives will notify their respective colleges' of the progress of submitted proposals or the proposal may be tracked via the web page --

<http://www.msun.edu/admin/provost/asproposals.htm>

Documentation and forms for the curriculum process is also available on the web page:

<http://www.msun.edu/admin/provost/asforms.htm>

*******(If a proposal is disapproved at any level, it is returned through the Academic Senate secretary to the Chair/Dean of the submitting college who then notifies the originator.)**

Proposal # <u>01-23</u>	Title: <u>ENGL 313/EDUC 313 Annual listing</u> <u>Add pre-reg's to both</u>
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(proposal explanation, submitter and college chair/dean signatures on attached program/degree or course revision form)

Received by ACAD Senate Forwarded to Teacher Ed Council Forwarded to Gen Ed Committee Returned to ACAD Senate Forwarded to Curriculum Committee Returned to ACAD Senate for Vote Sent to Provost's office for Full Faculty vote Voted on at Full Faculty meeting Forwarded to Provost for Approval/Disapproval Forwarded to Chancellor for Approval/Disapproval Copies sent to originating college and registrar's office	Date <u>4/8/02</u> <u>4/10/02</u> <u>4/19/02</u> <u>9/18/02</u> <u>12/12/02</u> <u>1/29/03</u> <u>1/31/03</u> <u>2/11/03</u> <u>2/13/03</u>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;"> Approved <input checked="" type="checkbox"/> <i>[Signature]</i> Signature _____ Date _____ </td> <td style="width: 50%; text-align: center;"> Disapproved _____ Date <u>4-13-02</u> </td> </tr> <tr> <td style="width: 50%; text-align: center;"> Approved _____ Signature _____ Date _____ </td> <td style="width: 50%; text-align: center;"> Disapproved _____ Date _____ </td> </tr> <tr> <td style="width: 50%; text-align: center;"> Approved <input checked="" type="checkbox"/> <i>[Signature]</i> Signature _____ Date _____ </td> <td style="width: 50%; text-align: center;"> Disapproved _____ Date <u>12/11/02</u> </td> </tr> <tr> <td style="width: 50%; text-align: center;"> Approved <input checked="" type="checkbox"/> <i>[Signature]</i> Signature _____ Date _____ </td> <td style="width: 50%; text-align: center;"> Disapproved _____ Date <u>1/21/03</u> </td> </tr> <tr> <td style="width: 50%; text-align: center;"> Approved <input checked="" type="checkbox"/> <i>[Signature]</i> Signature _____ Date _____ </td> <td style="width: 50%; text-align: center;"> Disapproved _____ Date _____ </td> </tr> <tr> <td style="width: 50%; text-align: center;"> Approved <input checked="" type="checkbox"/> <i>[Signature]</i> Signature _____ Date _____ </td> <td style="width: 50%; text-align: center;"> Disapproved _____ Date <u>2/10/03</u> </td> </tr> <tr> <td style="width: 50%; text-align: center;"> Approved <input checked="" type="checkbox"/> <i>[Signature]</i> Signature _____ Date _____ </td> <td style="width: 50%; text-align: center;"> Disapproved _____ Date <u>2/12/03</u> </td> </tr> </table>	Approved <input checked="" type="checkbox"/> <i>[Signature]</i> Signature _____ Date _____	Disapproved _____ Date <u>4-13-02</u>	Approved _____ Signature _____ Date _____	Disapproved _____ Date _____	Approved <input checked="" type="checkbox"/> <i>[Signature]</i> Signature _____ Date _____	Disapproved _____ Date <u>12/11/02</u>	Approved <input checked="" type="checkbox"/> <i>[Signature]</i> Signature _____ Date _____	Disapproved _____ Date <u>1/21/03</u>	Approved <input checked="" type="checkbox"/> <i>[Signature]</i> Signature _____ Date _____	Disapproved _____ Date _____	Approved <input checked="" type="checkbox"/> <i>[Signature]</i> Signature _____ Date _____	Disapproved _____ Date <u>2/10/03</u>	Approved <input checked="" type="checkbox"/> <i>[Signature]</i> Signature _____ Date _____	Disapproved _____ Date <u>2/12/03</u>
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COURSE REVISION FORM

W DROPPED MAJOR REVISION X FOR INFORMATION ONLY

College Education, Arts & Sciences Program Area Secondary Education Date 3/26/02

Submitter *A. Sillm* Chair/Dean *Amelia Sillm* Date 3-29-02
Signature Signature (indicates "college" level approval)

W. O. Dean

4/4/02

Please provide the requested information:

College: Education and Arts & Sciences
Program Area: All Secondary Education Majors
Date: 3/26/02
Course Prefix & No.: ENGL 313 and ~~EDUC 313~~

Course Title: Methods of Teaching English
Credits: 3

Required by: All English Education majors
Selective in:
Elective in:
General Education:

Lecture: 3
Lecture/Lab:
Contact hours lecture:
Contact hours lab:

Proposal: Adding prerequisites. (Cross-listing)

Rationale: Inspired by NCATE 2000 standards coupled with program review prompted the changes in prerequisites in this course to meet the developmental needs of candidates and compliment the direction, role and scope of the spiraling teacher education curriculum.

Current Catalog Description (include all prerequisites): "A study of the theories and methods of teaching English, including study of the theories and methods of teaching creative writing and composition. Concentrates on teaching English at the junior high and senior high school level."

Proposed or New Catalog Description (include all prerequisites): This course is a study of the theories and methods of teaching English, including study of the theories and methods of teaching creative writing and composition. Theory and practice concentrates on teaching English at the junior high and senior high school level. Prerequisites include: admission to Teacher Education, EDUC 3XX: Integrating Technology into Education, and EDUC 3XX Introduction to Curriculum Planning and Practice.

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources. NONE