

# 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 # 03:28	Title: Change EDUC 376 from 2 to 3 cns.
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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

Date  
3/1/04  
3/1/04

Approved <input checked="" type="checkbox"/>	Disapproved <input type="checkbox"/>
Signature <i>Will Rann</i>	Date 3/1/04

Forwarded to Gen Ed Committee

Approved <input type="checkbox"/>	Disapproved <input type="checkbox"/>
Signature _____	Date _____

Returned to ACAD Senate  
Forwarded to Curriculum Committee

3/22/04  
3/22/04

Approved <input checked="" type="checkbox"/>	Disapproved <input type="checkbox"/>
Signature <i>T. Welch</i>	Date 3/25/04

Returned to ACAD Senate for Vote

3/26/04  
with changes

Approved <input checked="" type="checkbox"/>	Disapproved <input type="checkbox"/>
Signature <i>[Signature]</i>	Date 3/26/04

program sheet before & after  
page reread

Sent to Provost's office for Full Faculty vote  
Voted on at Full Faculty meeting

3/26/04  
3/30/04

Approved <input checked="" type="checkbox"/>	Disapproved <input type="checkbox"/>
Signature <i>[Signature]</i>	Date _____

Forwarded to Provost for Approval/Disapproval

4/2/04

Approved <input checked="" type="checkbox"/>	Disapproved <input type="checkbox"/>
Signature <i>[Signature]</i>	Date 4/4/04

Forwarded to Chancellor for Approval/Disapproval

4/5/04

Approved <input checked="" type="checkbox"/>	Disapproved <input type="checkbox"/>
Signature <i>[Signature]</i>	Date 4/5/04

Copies sent to originating college and registrar's office

# COURSE REVISION FORM

NEW \_\_\_ DROPPED \_\_\_ MAJOR REVISION X FOR INFORMATION ONLY \_\_\_

College Education Program Area EDUC Date 2/24/04

Submitter [Signature] Chair/Dean [Signature] Date 2/26/04  
Signature (indicates "college" level approval)

**Proposal:** Change EDUC 376 from 2 to 3 credits

**Explanation & rationale:**

The increased amount of content due to accreditation issues necessitates the increased credit.

**College:** Education

**Program Area:** EDUC

**Date:** 10-15-03

**Course Prefix & No.:** EDUC 376 (~~EDUC 376~~)

**Course Title:** Assessment in Education

**Credits:** 3

**Required by:** Education Majors

**Selective in:**

**Elective in:**

**General Education:**

**Lecture:** 3

**Lecture/Lab:**

**Contact hours lecture:** 3

**Contact hours lab:**

**Current Catalog Description (include all prerequisites):**

This course is designed to provide candidates the foundation in assessment measures used in the K-12 classrooms that aid education decision-making. Fundamental assessment and evaluation topics include validity, reliability, item construction, test-interpretation, norm-referenced, criterion-referenced and alternative methods of assessment. **HPE Majors/Minors will substitute HPE 376 for this course.** Pre-requisite: Admission to Teacher Education, EDUC 321 Integrating Technology into Education, and EDUC 300 Introduction to Curriculum Planning and Practice.

**Proposed or New Catalog Description (include all prerequisites):**

This course is designed to provide candidates the foundation in assessment measures used in the K-12 classrooms that aid education decision-making. Fundamental assessment and evaluation topics include validity, reliability, item construction, test administration, test-interpretation, norm-referenced, criterion-referenced, and alternative and authentic methods of assessment.

**HPE Majors/Minors will substitute HPE 376 for this course.** Pre-requisite: MATH 110/112 or MATH 120/121 and Admission to ~~Level One~~. Co-requisite: EDUC 300 Introduction to Curriculum Planning and Practice. OK-LWT

**Course Outcome Objectives:**

See NCATE documentation

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