

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. Arts & Sciences, Education and Nursing; Technical Sciences) approval and must be signed by the submitter and the college 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 Dean of the submitting college who then notifies the originator.)

Proposal # <u>0835</u>	Title: <u>Major Revision CMS1101</u>
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(proposal explanation, submitter and college dean signatures on attached program/degree or course revision form)

	Date				
Received by ACAD Senate	<u>2-13-09</u>		Approved	Disapproved	
Forwarded to Teacher Ed Council	_____		Signature	Signature	Date
Forwarded to Gen Ed Committee	<u>2-17-09</u>	<input checked="" type="checkbox"/>	Approved	Disapproved	<u>3/10/09</u>
Returned to ACAD Senate	<u>3-18-09</u>		Signature	Signature	Date
Forwarded to Curriculum Committee	_____		Approved	Disapproved	<u>3-27-09</u>
Returned to ACAD Senate for Vote	<u>3-18-09</u>	<input checked="" type="checkbox"/>	Approved	Disapproved	_____
Sent to Provost's office for Full Faculty vote	_____		Signature	Signature	Date
Voted on at Full Faculty meeting	_____		Approved	Disapproved	_____
Forwarded to Provost for Approval/Disapproval	<u>3-30-09</u>		Signature	Signature	Date
Forwarded to Chancellor for Approval/Disapproval	_____		Approved	Disapproved	_____
Copies sent to originating college and registrar's office	_____		Signature	Signature	Date

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION X FOR INFORMATION ONLY _____

College COAS Program Area Comm Svc/Community Leadership Date Nov 3, 2008

Submitter _____ Dean _____ Date _____
Signature Signature (indicates "college" level approval)

Please provide a brief explanation & rationale for the proposed revision(s):

The purpose of the name change is to bring the course name into alignment with the proposed change in the name of the major.

Please provide the following information:

College: COAS
Program Area: Community Service, proposed renaming to Community Leadership
Date: November 3, 2008
Course Prefix & No.: CMSV101

Course Title: Introduction to Comm Svc to be renamed Introduction to Community Leadership

Credits: 3

Required by: Community Svc/Community Leadership major
Community Svc/Community Leadership minor

Selective in: Liberal Studies BA

Elective in:

General Education: Category IV Social Sciences/History

Lecture: X

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 3

Contact hours lab:

Current Catalog Description (include all prerequisites):

Introduction to community service, focusing on the dynamics of civic engagement, and understanding the role and function of governmental and not-for-profit organizations in a community.

Proposed or New Catalog Description (include all prerequisites):

This course provides an introduction to community leadership concepts, focusing on the dynamics of civic engagement, and understanding the role and function of governmental and not-for-profit organizations in a community.

Course Outcome Objectives:

- A. To increase student commitment to community involvement and civic engagement.
- B. To build student capacity in reflective action for service to community.
- C. To build concepts and skills in service-leadership.
- D. To acquire basic theory and experience in applied community action.
- E. To acquire a foundational understanding of the purpose and functions of both nonprofit service agencies and of local government in responding to the needs of local citizens.

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources. No need for additional resources anticipated.

Updated 09/29/05

Add to Category	Gen Ed Category	Area Description	Credits Required
	Category I	Communication	6
	Category II	Mathematics	3
	Category III	Natural Sciences with lab	6
✓	Category IV	Social Sciences	3
	Category V	History	3
	Category VI	Cultural Diversity	3
	Category VII	Fine Arts	3
	Category VIII	Humanities	3
	Category IX	Technology	3

Course submitted for consideration:

College	Subject	Number	Introduction to Title	Credits
COAS	CMSV	101	Community Leadership	3

Catalog Description:

This course has already been approved to satisfy the Social Sciences requirement. The only change is the name of the course.

Provide a detailed explanation; show evidence, and rationale meeting 80% of the objectives as directly related to the appropriate category I through IX for the proposed course inclusion.

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Print Name <u>KATHERINE WILLIAMS</u>	Print Name
Submitter <u>Katherine Williams</u>	Chair/Dean: _____ Date: _____
Signature	Signature (indicates "college" level approval)