

ACADEMIC SENATE PROPOSAL TRACKING SHEET
(Document To Be Originated By the Academic Senate Secretary On Canary Color Paper)

Proposal # 18-17	Title: Foreign Language GRMN 102
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FEB 20 2019

(Proposal explanation, submitter and college dean signatures on attached program/degree or course revision form.)

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 or General Education Inclusion form) to the Academic Senate Secretary. **NOTE: Level 1 or Level 2 forms must be submitted concurrent with this proposal where applicable. For Education proposals, PEU approval must be received prior to forwarding the proposal to the Senate.**
2. The Academic Senate Secretary logs and numbers items and forwards them to the appropriate Academic Senate subcommittee(s): General Education (if applicable), or Curriculum. A transmittal e-mail will be sent to the Recording Secretary of the receiving committee, cc Provost's Administrative Assistant, by the Academic Senate Secretary. A digital copy of the proposal will be linked on the Academic Senate Proposal page by the Academic Senate Secretary.
3. The Academic Senate subcommittee(s) consider(s) the proposal. If approved, the proposal is returned to the Academic Senate Secretary for forwarding 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, via the Academic Senate, when a proposal is disapproved and the proposal is returned to the originator. Upon completion of committee action, the proposal will be returned to the Academic Senate Secretary, and a transmittal e-mail sent by the Committee Recorder to the Senate Secretary, cc Provost's Administrative Assistant.
4. The Academic Senate considers the proposal and recommends approval or disapproval. If approved, the proposal is forwarded to the Provost for consideration. If the Academic Senate disapproves the proposal, the originator may request that the item be forwarded to the Full Faculty for consideration, utilizing the procedures set forth in the Senate Bylaws. The Academic Senate will provide written rationale to the originator when proposals are disapproved and the proposal is returned to the originator.
5. Approved proposals will be forwarded to the Provost. The Provost approves or disapproves the proposal. If approved, the proposal is then forwarded to the Chancellor. From this point forward, the Provost's Administrative Assistant will update the Proposal page on the website by contacting the webmaster.
7. The Chancellor approves or disapproves the proposal.
8. The proposal will then either be implemented or referred to MSU for further action. The tracking page on the Provost site will be updated as required.

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/senate/proposals.htm>

**Documentation and forms for the curriculum process is also available on the web page:
<http://www.msun.edu/admin/provost/forms.htm>**

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

	Date	Action Taken	Signature	Date	Comments/Reason for Disapproval	Sent to	Date	Transmittal E-mail sent
*Abstract received by Senate Secretary		Copy to Senate President. Forward to Provost.						
*Provost		<input type="checkbox"/> Abstract Approved <input type="checkbox"/> Disapproved						
Received by Senate Secretary	2/20/19	Tracking form initiated	D Bradley		forward	GT Sullivan	2/21/19	Upper office
General Education Committee (if applicable)	3/11/19	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Gary L. Sullivan		forward	W Todd	4/1/19	Upper office
Curriculum Committee (if applicable)	4/1/19	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Jon R		forward to senate	See See	4/1/19	Upper office
Academic Senate	4/11/19	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Seiffert		forward	C Bond	4/2/19	Upper office
Full Faculty (if necessary)		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
Provost		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
Chancellor		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
MSU		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
BOR		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
NWCCU		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
Provost		Advise originating college and Academic Senate of status. Update Web page.						
Registrar		Catalog/Policy Manual Update						

NOTE: The secretary of the Academic Senate will update the Academic Senate Proposal web page from initial receipt until the proposal reaches the Provost. The Provost's Administrative Assistant will ensure that the current status of each proposal is maintained on the Academic Senate Proposal web page from that point forward.

*Abstract and pre-approval required for new programs ONLY.

Academic Senate Form 1 (Revised 3/21/2012)

CEAS PROPOSAL TRACKING SHEET

(Document to Be Originated By CEAS Secretary)

1. Submit all proposals (using the appropriate academice Senate Program/Degree and /or course revision forms) to the CEAS Adminitrative Associate
2. The CEAS Administrative Associate forwards them to the appropriate CEAS Committee

Proposal Number: # 10	Foreign Language GRMN 102
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Date

Received by CEAS
Administrative Associate

1.23.19

Forward to the CEAS College
Meeting

1.23.19

Approved

Disapproved

Valerie [Signature]

1/25/19

Chair Signature

Date

Returned to CEAS Admin.
Associate
Forward to the Director of
Education (Education Proposals
Only)

/

Approved

Disapproved

Director Signature

Date

Returned to CEAS
Administrative Associate
Forwarded to Dean of COEAS

1.25.19

1.25.19

Approved

Disapproved

Andrew [Signature]

1-28-2019

Dean Signature

Date

Returned to CEAS
Administrative Associate
Forwarded to Professional
Education Unit

1.28.19

2.18.19

Approved

Disapproved

PEU Signature

Date

Returned to CEAS
Administrative Associate
Forward to Academic
Subcommittees

2.19.19

2.19.19

COURSE REVISION FORM

NEW XX DROPPED _____ MAJOR REVISION _____ FOR INFORMATION ONLY _____

College CEAS Program Area Foreign Language Date 1/23/19

Submitter  Dean  Date 1-28-2019
Signature Signature (indicates "college" level approval)

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

One year of foreign language is encouraged in some majors and can be used as additional general education or elective credit

Please provide the following information:

College: College of Education, Arts & Science

Program Area: Foreign Language

Date: 1/23/2019

Course Prefix & No.: GRMN 102

Course Title: Elementary German II

Credits: 4

Required by:

Selective in:

Elective in:

General Education: Category V and Category VI [accepted in either category is standard according to the CCN]

Lecture: 4

Current Catalog Description (include all prerequisites):

NONE

Proposed or New Catalog Description (include all prerequisites): *This course is a*
Continued development in understanding the German language, emphasizing conversational ability but paying appropriate attention to reading comprehension and correct written expression. Extensive use of spoken German in the classroom, small group practice sessions, and individual conferences with the instructor, Prerequisite GRMN 101 or placement by instructor.

→ are the focus.

Course Outcome Objectives:

- Engage in German conversation and writing using culturally appropriate expressions.
- Comprehend short, simple conversations and written texts in German.
- Demonstrate understanding [historical and contemporary] of German grammar
- Recognize and explain cultural diversity within various German-speaking regions and within German society.
- Recognize and explain cultural similarities and differences between German-speaking regions and the United States.
- Analyze and discuss cultural values expressed in German literature, music, and/or film.

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