

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

Proposal # 20-24

Title: AHMS 144; Medical Terminology

(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.

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.

Abstract received by Senate Secretary	Date	Action Taken	Signature	Date	Comments/Reason for Disapproval	Sent to	Date	Transmittal E-mail sent
*Provost		<input type="checkbox"/> Abstract Approved <input type="checkbox"/> Disapproved	DocuSigned by: Debra Bryant 26590415E0E04DB...		Forward to Gen Ed Comm.	C Ozburn		DocuSign
Received by Senate Secretary	3/2/2021	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	DocuSigned by: Lisly Bryant 0E2AD769F7094TA...		Not Applicable	J Todd		DocuSign
General Education Committee (if applicable)	3/4/2021	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	DocuSigned by: Joey Todd		not applicable	C Reifschneider		DocuSign
Curriculum Committee (if applicable)	4/6/2021	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	DocuSigned by: Carol Reifschneider 8C0C778AE807467...		not applicable	C Bond		DocuSign, Inner Office
Academic Senate	4/7/2021	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
Full Faculty (if necessary)		<input type="checkbox"/> Approved <input checked="" type="checkbox"/> Disapproved						
Provost		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved		May 5 2021		Chancellor's Office	May 5 2021	
Chancellor		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved		May 5 2021		Provost's Office	May 5 2021	
MSU		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	N/A					
BOR		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	N/A					
NWCCU		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
Provost		<input type="checkbox"/> Disapproved <input type="checkbox"/> Approved	Advise originating college and Academic Senate of status. Update Web page.					
Registrar		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	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.

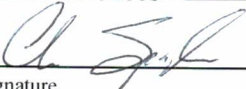
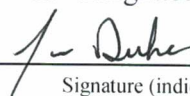
* Abstract and pre-approval required for new programs ONLY.

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

COURSE REVISION FORM

NEW DROPPED _____ MAJOR REVISION _____ FOR INFORMATION ONLY _____

College Health Sciences Program Area Integrated Health Sciences Date 2/12/21

Submitter  Dean  Date 3/1/21
Signature Signature (indicates "college" level approval)

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

The Integrated Health Sciences major has requested approval for addition of AHMS 144 to its curriculum. Students in the pre-allied health concentration must have this course to be eligible for application to allied health graduate school. We also hope that successful completion of medical terminology will improve student learning in human biology, etiology of disease, and several other health science courses.

Please provide the following information:

College: College of Health Sciences

Program Area: Integrated Health Sciences

Date: February 12, 2021

Course Prefix & No.: AHMS 144

Course Title: Medical Terminology

Credits: 3

Required by: Integrated Health Sciences majors

Selective in: None

Elective in: None

General Education: None

Lecture: Yes

Lecture/Lab: No

Gradable Lab: No

Contact hours lecture: 3

Contact hours lab: 0

Current Catalog Description (include all prerequisites):

NA

Proposed or New Catalog Description (include all prerequisites):

In this course students will learn the word elements of medical terms as they familiarize themselves with terminology related to body systems, body positions and locations, diseases, and medical procedures. This course is required for all integrated health sciences majors.

Course Outcome Objectives:

1. Identify different word elements (root, prefix, suffix) of medical terms
2. Combine word elements to form medical terms
3. Recall terms used to identify body systems and locations
4. Define medical terms

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