

ACADEMIC SENATE PROPOSAL TRACKING SHEET

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

Proposal # 21-04	Title: GDSN 240 Electronic Design I Major Revision
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(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.

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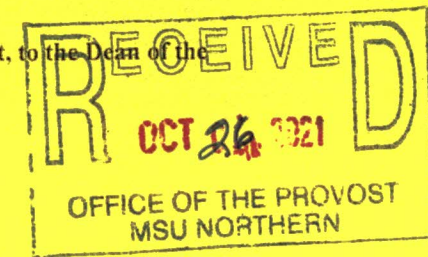
1. Submit all proposals (using the appropriate Academic Senate program/degree and/or course revision forms or General Education Inclusion form) to the Academic Senate Secretary. NOTE: Level 1 or Level 2 forms must be submitted concurrent with this proposal where applicable. For Education proposals, PEU 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.

See back for tracking form



	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.	0					
*Provost		<input type="checkbox"/> Abstract Approved <input type="checkbox"/> Disapproved						
Received by Senate Secretary	9/28/2021	Tracking	DocuSigned by: <i>Debra Bradley</i> 26500A1E6DE64DB...		Forward	V Guyant		DocuSign
General Education Committee (if applicable)	9/28/2021	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	DocuSigned by: <i>Valerie Guyant</i> DE995B0729A143B...		Forward - not applicable	J. Todd		DocuSign
Curriculum Committee (if applicable)	10/6/2021	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	DocuSigned by: <i>[Signature]</i> DE995B0729A143B...		forward	Academic Senate		DocuSign
Academic Senate	10/15/2021	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	DocuSigned by: <i>Carol Reifschneider</i> 8C0C778AE8D7467...		Forward to Provost	Provost		DocuSign
Full Faculty (if necessary)		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
Provost		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
Chancellor		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
					<i>Oct 27 2021 forward to Chair</i>		<i>10/27/21</i>	
					<i>Aug 27 2021</i>		<i>11/3/21</i>	
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.

COURSE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION x FOR INFORMATION ONLY _____

College: CASE Program Area: Graphic Design Date: 2/23/21

Submitter: Mangwond Dean: ASellen Date: 4-16-21
Signature Signature (indicates "college" level approval)

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

Revising course description to more fully describe the curriculum in the Graphic Design Program at MSU-Northern (Major and Minor). Revisions have been made to remove GDSN 231 as a prerequisite to this course. In addition, this course will no longer be a prerequisite to GDSN 340.

Please provide the following information:

College: CASE

Program Area: Graphic Design

Date: 2/23/21

Course Prefix & No.: GDSN 240

Course Title: Electronic Design 1

Credits: 3

Required by: Graphic Design Program (Major/Minor)

Selective in:

Elective in:

General Education:

Lecture: 45

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 45

Contact hours lab: 0

Current Catalog Description (include all prerequisites):

This course is an introduction to software applications used by today's graphic design industry for electronic media. The course will focus on site architecture, design, and software implementation. Flash MX, Adobe Photoshop/ImageReady, and Dreamweaver are covered in the course. This course is a prerequisite to GDSN 340 and GDSN 450. Prerequisite: GDSN 231

Proposed or New Catalog Description (include all prerequisites):

This course covers the methods, strategies, and software applications utilized for the design of digital media. Topics covered include design and marketing for social media, design and implementation of email marketing strategies, motion design, and video editing for promotional purposes. This course will also cover the most current software used in the digital design world. Students will participate in critique, the objective analysis of artwork. This course is a prerequisite to GDSN 450.

Course Outcome Objectives:

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

Updated 09/29/05

CASE PROPOSAL TRACKING SHEET

(Document to be Originated by the CASE Admin. Associate)

1. Submit all proposals using the appropriate Academic Senate Program/Degree and/or course revision forms to the CASE Admin. Associate

2. The CASE Admin. Associate forwards them to the appropriate CASE Committee

Proposal Number: # 36	Name: GDSN 240 - Electronic Design I - Major Revision
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Received by the CASE Admin Associate 10/6/2020 TABLED
Date: 2/23/2021

Forward to the CASE College Meeting Date: 3/23/2021

Approved _____ Not Approved _____
Valerie St 3/31/21
Chair's Signature Date

Return to CASE Admin Date: 3.31.2021

~~Forward to the Professional Education Unit Date: _____~~

~~Approved _____ Not Approved _____~~

~~_____~~
~~PEU Signature Date~~

Return to CASE Admin Date: 3-31-2021

Forward to the Dean of CASE Date: 4.5.2021

Approved Not Approved _____
ASullivan 4-16-21
Dean's Signature Date

Return to CASE Admin Date: 4-19-2021

Forward to Academic Senate Subcommittees Date: 9.20.2021