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 # 04 - 38 **Title:** Bus Tech BS Program Changes
(proposal explanation, submitter and college chair/dean signatures on attached program/degree or course revision form)

	Date		
Received by ACAD Senate	2-16-05		
Forwarded to Teacher Ed Council	N/A	Approved _____	Disapproved _____
		Signature	Date
Forwarded to Gen Ed Committee	N/A	Approved _____	Disapproved _____
		Signature	Date
Returned to ACAD Senate	N/A		
Forwarded to Curriculum Committee	2-16-05	Approved ✓	Disapproved _____
		Wane E Brynum Signature	2-24-05 Date
Returned to ACAD Senate for Vote	2-25-05	Approved ✓	Disapproved _____
		Signature	3-3-05 Date
Sent to Provost's office for Full Faculty vote	3-4-05		
Voted on at Full Faculty meeting	3/8/05	Approved ✓	Disapproved _____
		Signature	Date
Forwarded to Provost for Approval/Disapproval	3/10/05	Approved _____	Disapproved _____
		Signature	3-13-05 Date
Forwarded to Chancellor for Approval/Disapproval	3-13-05	Approved _____	Disapproved _____
		Signature	3/14/05 Date
Copies sent to originating college and registrar's office	3/14/05		

C/data/proposaltracking sheet ACAD 10 10 01

PROGRAM/DEGREE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION __X__ FOR INFORMATION ONLY

College College of Technical Sciences   Program Area BUSINESS BS   Date Feb 2005

Submitter _Suzanne Will_ Chair/Dean _____ Date 2.15-05
signature   signature indicates "college" level approval
signature on program sheet indicates approval of entinre packag

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

Drop BUS 420 and replace with BUS 4XX -- remove "capstone" requirements from BUS 430

Please provide in the space below a "before" & after" picture of the program with the changes in the program noted. Attach appropriate Course Revision Forms. Please indicate changes by shading the appropriate cells

Proposal Title: BUSINESS TECHNOLOGY BACHELOR OF SCIENCE program changes

Current Program Listed in 04-05 Catalog

Course Prefix	Course #	Course Title	Crs.
		FRESHMAN YEAR	
		Fall	
CIS	111	Integrated Bus. Applications	3
ENGL	111	Written Communication I	3
BUS	110	Creative Problem Solving	3
		Gen Ed Dist (Area A)	3
		Elective	3
		Spring	
ENGL	112	Written Communication II	3
MATH	110	Math for Liberal Arts	3
		OR	
MATH	112	College Algebra	4
SPCH	141	Fund. of Speech	3
		OR	
SPCH	142	Interpersonal Communication	
BUS	120	Leadership	3
		Elective	3
		Gen Ed Dist (Area B)	3
		SOPHOMORE YEAR	
		Fall	
ACCT	261	Principles of Accounting I	3
BUS	250	Business Statistics	3
ECON	241	Microeconomics. Prin. (Area B)	3
		OR	
ECON	242	Macroeconomics. Prin. (Area B)	3
		General Education Dist (Area C)	3
		Minor	3
		Spring	
ACCT	262	Principles of Accounting II	3
BUS	271	Legal Environment of Business	3
		General Education Dist (Area A)	3
		General Education Dist (Area C)	3
		Minor	3
		JUNIOR	
		Fall	
BUS	300	Mgmt. In Organizations	3
BUS	350	Financial Mgmt	3
BUS	335	Principles of Marketing	3
		Minor	3
		Minor	3
		JUNIOR CONTINUED	
		Spring	
BUS	332	Human Resource Mgmt.	3
BUS	341	Adv. Marketing Applications	3
BUS	380	Operations Mgmt.	3
		Minor	3

Proposed Program for 05-06 Catalog

Course Prefix	Course #	Course Title	Gen Ed Credits	Degree Crs.
		Elective		3
ENGL	112	Written Comm II CAT I 3 of 6	3	
BUS	110	Creative Problem Solving		3
		CAT VIII - Humanities (3)	3	
		Spring		
MATH	110	Math for Liberal Arts		
		OR CAT II - MATH 3	3/4	
MATH	112	College Algebra		
		CAT III Nat Sci 3 fo 6	3	
		CAT V Hist (3)	3	
SPCH	142	Interp Comm CAT I 3 of 6	3	
BUS	120	Leadership		3
		SOPHOMORE YEAR		
		Fall		
ACCT	261	Principles of Accounting I		3
BUS	250	Business Statistics		3
ECON	241	Micro. Prin. CAT IV (3)	3	
		CATEGORY III Nat Sci 3 of 6	3	
		CATEGORY IX - Tech 3	3	
		Minor		3
		Spring		
ACCT	262	Principles of Accounting II		3
BUS	271	Legal Environment of Business		3
		CAT VI - Cult Dev (3)	3	
		CAT VII Fine Arts (3)	3	
		Minor		3
		JUNIOR		
		Fall		
BUS	300	Mgmt. In Organizations		3
BUS	350	Financial Mgmt		3
BUS	335	Principles of Marketing		3
		Minor		3
		Minor		3
		JUNIOR CONTINUED		
		Spring		
BUS	332	Human Resource Mgmt.		3
BUS	341	Adv. Marketing Applications		3
BUS	380	Operations Mgmt.		3
		Minor		3

		Left Program						Right Program		
		Minor		3				Minor		3
		SENIOR						SENIOR		
		Fall						Fall		
BUS	410	International Business		3		BUS	410	International Business		3
BUS	405	Ethics in Mgmt. & Technology		3		BUS	405	Ethics in Mgmt. & Technology		3
BUS	430	Senior Project		3		BUS	430	Senior Project		
		OR						OR		3
BUS	420	Business Policies (offered spring)		3		BUS	4XX	**Business Senior Seminar**		3
		Minor		3				Minor		3
		Minor		3				Minor		3
		Spring						Spring		
BUS	406	Mgmt. Information Systems		3		BUS	406	Mgmt. Information Systems		3
		Minor		3				Minor		3
		Minor		3				Minor		3
		Elective		3				Elective		3

120   upper division   33   87

       gen ed   120.00

36 UD indicated - 3 more can be obtained w/gen ed or min[c]
30 minor credits indicte[d]

bus tech BS gen ed prog rev 05

College: College of Technical S[ciences]

Program Area: Business

Course: B[US] 420

Course Prefix & No.:   BUS 420

Course Title: Business Policies

Required for:

Selective in:

Elective in:

General Education:

Lecture: X

Lecture/Lab:

Contact hours lecture: 3

Contact hours lab:

Current Catalog Description (include all prerequisites):
This is the capstone of the business curriculum. The strategic planning process is emphasized in the formulation of organizational policies and in the administration of these policies. Advanced case study techniques are applied to real world situations. This course meets the University requirements for a "capstone course". Prerequisites: Senior standing and completion of all major business requirements.

Course Outcome Objectives:
1. To provide the student with a thorough understanding of the role of the general manager in strategy formulation.
2. To give the student the opportunity to apply business foundation concepts and techniques to everyday business situations.
3. To illustrate the continued interdependence of the various parts of the strategic management process.
4. To emphasize the implementation and control aspects as necessary to adjuncts to the analysis process.

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

COURSE REVISION FORM

NEW ___ DROPPED _X_ MAJOR REVISION ____ FOR INFORMATION ONLY ___

College _Technical Sciences_ Program Area _Business Technology_ Date _2/10/2005_

Submitter _____ Chair/Dean _____ Date _2-15·05_
Signature   Signature (indicates "college" level approval)

Please provide a brief explanation & rationale for the proposed revision(s):
The program is removing BUS 420 as a capstone for the B.S. in Business Technology due to program changes resulting from the assessment process. A new capstone is being requested to improve assessment of overall learning outcomes for the program.

College: College of Technical Sciences
Program Area: Business
Date: 2-10-05

Course Prefix & No.: BUS 420

Course Title: Business Policies
Credits: 3
Required by:
Selective in:
Elective in:
General Education:
Lecture: X
Lecture/Lab:
Contact hours lecture: 3
Contact hours lab:

Current Catalog Description (include all prerequisites):
This is the capstone of the business curriculum. The strategic planning process is emphasized in the formulation of organizational policies and in the administration of those policies. Advanced case study techniques are applied to real world situations. This course meets the University requirements for a "capstone course". Prerequisites: Senior standing and completion of all major business requirements.

Course Outcome Objectives:
1. To provide the student with a thorough understanding of the role of the general manager in strategy formulation.
2. To give the student the opportunity to apply business foundation concepts and techniques to everyday business situations.
3. To illustrate the continued interdependence of the various parts of the strategic management process.
4. To emphasize the implementation and control aspects as necessary to adjuncts to the analysis process.

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

02/2004

COURSE REVISION FORM

NEW ____ DROPPED ____ MAJOR REVISION __X__ FOR INFORMATION ONLY ____

College __Technical Sciences__ Program Area ___Business Technology___ Date _2/10/2005_

Submitter _Suzanne Kh_ —Chair/Dean _Gregory D Vogl_ Date _2·15·05_
    Signature   Signature (indicates "college" level approval)

Please provide a brief explanation & rationale for the proposed revision(s):
The program is removing BUS 430 as a capstone for the B.S. in Business Technology due to program changes resulting from the assessment process. However, the faculty do not want to drop the class since it may be offered to assist local businesses with projects as an elective class for Business students.

College:	College of Technical Sciences
Program Area:	Business
Date:	06-2002
Course Prefix & No.:	BUS 430
Course Title:	Senior Project
Credits:	3 or 6 Semester Credits
Required by:	
Selective in:	
Elective in:	
General Education:	
Lecture:	
Lecture/Lab:	
Contact hours lecture:	
Contact hours lab:	

Current Catalog Description (include all prerequisites):
The student will work on an approved project, under the supervision of a faculty member. The project will include goals and objectives appropriate to a senior-level course, and must include some device for evaluating completion of those goals. Development, approval and evaluation of the project will be done by a panel of three business faculty. This course meets the University requirements for a "capstone course". May be repeated for credit. Prerequisite: Senior standing.

Course Outcome Objectives:

1. To provide for the application of business skills to a current problem in the business environment.
2. To enhance the student communication skills in the development and presentation of the current business problems and solutions.
3. To expose students to a total business environment that would not be possible in a purely academic situation.

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

02/2004
bus430crsrev05

COURSE REVISION FORM

NEW __X__ DROPPED _____ MAJOR REVISION _____ FOR INFORMATION ONLY _____

College __COTS__ Program Area __Business Technology__ Date __2/8/2005__

Submitter _(signature)_ Chair/Dean _(signature)_ Date __2·15·05__
  Signature   Signature (indicates "college" level approval)

Please provide a brief explanation & rationale for the proposed revision(s):
The Business program has added a new capstone course to the four year bachelor's degree in business to assess overall program learning outcomes. The current capstone courses do not allow for accurate assessment of all the program graduate learning outcomes.

Please provide the following information:

College: College of Technical Sciences
Program Area: Business Technology
Date: February 8, 2005
Course Prefix & No.: BUS 4XX

Course Title: Business Senior Seminar
Credits: 3
Required by: Business Technology Bachelor of Science
Selective in: N/A
Elective in: N/A
General Education: N/A

Lecture: 3
Lecture/Lab: 0
Gradable Lab:
Contact hours lecture: 3
Contact hours lab:

Current Catalog Description (include all prerequisites): N/A

Proposed or New Catalog Description (include all prerequisites):
The Business Program's capstone course is the culmination of the courses building up to the bachelor's degree. In the course students will demonstrate their knowledge of the program's graduate learning outcomes through testing, evidence and case analysis.
Prerequisite: Senior standing

Course Outcome Objectives:
Graduate Learning Outcomes:
Graduates of the MSU-Northern Business program will:
1. Understand how to effectively and efficiently use resources to accomplish organizational goals.
2. Understand how to create, maintain, and enhance exchanges.
3. Understand how to generate, evaluate, and utilize quantitative information in a business context.
4. Understand how to analyze and evaluate the external environment to determine and implement effective strategy.

Achieving the course objectives will require the students to apply skills of appropriate technology selection and usage, communication with teammates and the professor, collaboration with a team member, critical thinking in the analysis of data, and self-directed learning.

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 additional instructional resources needed, however a lab fee request is being submitted to pay for the students' major field test.

BUS 4xx NEW course form 2 05