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 # 08-39	**Title:** News C MSU 3XX

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

	Date			
Received by ACAD Senate	2-13-09			
Forwarded to Teacher Ed Council	_____	Approved _____	Disapproved _____	
		Signature		Date
Forwarded to Gen Ed Committee	2-17-09 N/A	Approved	Disapproved	
		Signature		3/16/09 Date
Returned to ACAD Senate	3.09-09			
Forwarded to Curriculum Committee	3/12/09	Approved ✓	Disapproved	
		Signature		Date
Returned to ACAD Senate for Vote	3-18-09	Approved	Disapproved	
		Signature		3-27-09 Date
Sent to Provost's office for Full Faculty vote				
Voted on at Full Faculty meeting	_____	Approved _____	Disapproved _____	
		Signature		Date
Forwarded to Provost for Approval/Disapproval	3-30-09	Approved _____	Disapproved _____	
		Signature		Date
Forwarded to Chancellor for Approval/Disapproval	_____	Approved _____	Disapproved _____	
		Signature		Date
Copies sent to originating college and registrar's office	_____			

Updated 09/29/05

COURSE REVISION FORM

NEW __X__ DROPPED _____ MAJOR REVISION _____ 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):

> This course and the proposed CMSV3XX Evaluation of Community-Based Programs will replace CMSV302 Community Service Research. In doing so, students will be better prepared as professionals in community leadership to address organizational program development needs.

Please provide the following information:

College: COAS

Program Area: Community Service, proposed renaming to Community Leadership

Date: November 3, 2008

Course Prefix & No.: CMSV3XX

Course Title: Assessment and Design of Community Programs

Credits: 3

Required by: Community Service/Community Leadership major

Selective in: Liberal Studies BA major
Community Service/Community Leadership minor

Elective in:

General Education:

Lecture: X

Lecture/Lab:

Gradable Lab:

Contact hours lecture: 3

Contact hours lab:

Current Catalog Description (include all prerequisites):

Proposed or New Catalog Description (include all prerequisites):

> CMSV3XX focuses on skills and techniques related to analyzing need and proposing changes to existing or potential community-based programs. The course content introduces concepts related to analysis, integrates application of assessment techniques and use of planning tools in order to understand and assess program needs, resulting in a program development proposal. Pre-requisite junior standing or permission of the instructor

Course Outcome Objectives:

1. To demonstrate understanding of best practices in assessing and responding to community needs;
2. To conduct a needs assessment and/or feasibility study for a community organization.
3. To develop a logic model in designing a project to address the identified need;
4. To prepare a program proposal based on the identified need.

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