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

Proposal # 12-32	Title: VOED 370/570 Methods of Teaching IT Education Revision

(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.

See back for tracking form
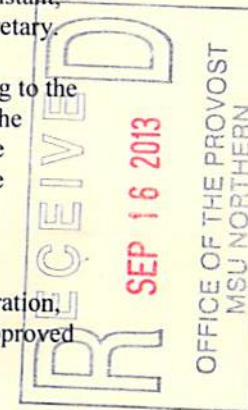
	Date	Action Taken	Signature	Date	Comments/Reason for Disapproval	Sent to	Date	Transmittal E-mail sent
*Abstract received by Senate Secretary		Copy to Senate President. Forward to Provost.						
*Provost		☐ Abstract Approved ☐ Disapproved						
Received by Senate Secretary	2/26/13	Tracking form initiated	Saundes Caven 2-26-13					
General Education Committee (if applicable)		☐ Approved ☐ Disapproved						
Curriculum Committee (if applicable)	2/28/13	☑ Approved ☐ Disapproved	J Wllms	3-6-13	See FLOC ing updates, attached	senate sec'y	3-6-13	
Academic Senate	9-10-13	☐ Approved ☒ Disapproved	Proposal Withdrawn			Provost	9-16-13	
Full Faculty (if necessary)		☐ Approved ☐ Disapproved						
Provost		☐ Approved ☐ Disapproved						
Chancellor		☐ Approved ☐ Disapproved						
MSU		☐ Approved ☐ Disapproved						
BOR		☐ Approved ☐ Disapproved						
NWCCU		☐ Approved ☐ 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)

COURSE REVISION FORM

NEW_____ DROPPED_____ MAJOR REVISION _X___ FOR INFORMATION ONLY _____

College_COTS_____ Program Area Industrial Technology Education_____ Date 2/1/13_____

Submitter_____ Dean _____Date 2.26.2013
         Signature   Signature (indicates "college" level approval)

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

Course has not been revised since 2000 Revision 99-4, Vocational Education has changed to Career and Technical Education (CTE), previous revisions does not indicate servicing special needs and diversity of students in current CTE classrooms

Please provide the following information:
College: College of Technical Sciences
Program Area: Industrial Technology Education
Date: 02-0-2013   CTE
Course Prefix & No.:   VOED 370/570

Course Title: Methods of teaching IT Education
Credits: 3

Required by: Industrial Technology Education B.S.Ed.

Selective in: none
Elective in: none
General Education: no

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

Current Catalog Description (include all prerequisites):
This course is designed to develop skills in teaching industrial technology education. The course will provide a study of the curriculum materials and techniques needed for effective instruction. Graduate credit requirements are described in the course syllabus

Prerequisite: Level I Admission to Teacher Education, EDUC 300, EDUC 376, VOED 350 and VOED 360 (VOEDs may be concurrent).
Co-requisite: EDUC 339

Proposed or New Catalog Description (include all prerequisites):
This course is designed to develop skills in teaching industrial technology education. The course will provide a study of the curriculum materials and techniques needed for effective instruction in todays' CTE classroom. Graduate credit requirements are described in the course syllabus
Prerequisite: Level I Admission to Teacher Education, EDUC 300, EDUC 376, VOED 350 and VOED 360 (VOEDs may be concurrent).
Co-requisite: EDUC 339

COURSE REVISION FORM

NEW_____ DROPPED_____ MAJOR REVISION _X___ FOR INFORMATION ONLY _____

College COTS _____ Program Area Industrial Technology Education _____ Date 2/1/13

Submitter _____ Dean _____ Date 2.26.2013
    Signature   Signature (indicates "college" level approval)

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Please provide the following information:
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Program Area: Industrial Technology Education
Date: 02-0-2013
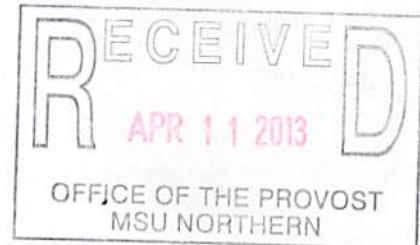**Course Prefix & No.:** ~~VOED 370/570~~

CTE 370
Methods of Teaching Industrial/Technology Education.
(common course numbering change)

Course Title: Methods of teaching IT Education
Credits: 3

Required by: Industrial Technology Education B.S.Ed.

Selective in: none
Elective in: none
General Education: no

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

Current Catalog Description (include all prerequisites):
This course is designed to develop skills in teaching industrial technology education. The course will provide a study of the curriculum materials and techniques needed for effective instruction. Graduate credit requirements are described in the course syllabus

Prerequisite: Level I Admission to Teacher Education, ~~EDUC 300, EDUC 376,~~ ~~VOED~~ 350 and ~~VOED~~ 360 (~~VOED~~s may be concurrent).
                                    EDU 380, EDU 383   *CTE's*
                                                          CTE   *CTE*
Co-requisite: ~~EDUC 339~~ *EDU 395*

Proposed or New Catalog Description (include all prerequisites):
This course is designed to develop skills in teaching industrial technology education. The course will provide a study of the curriculum materials and techniques needed for effective instruction in todays' CTE classroom. Graduate credit requirements are described in the course syllabus
Prerequisite: Level I Admission to Teacher Education, EDUC 300, EDUC 376, VOED 350 and VOED 360 (VOEDs may be concurrent).
Co-requisite: EDUC 339

Course Outcome Objectives:

Develop and implement lesson plans that use instructional strategies that address a variety of learning styles, special needs of students, and diversity in students

Write performance objectives for all industrial technology education courses included in the curriculum

Incorporate Standards of Learning in direct and indirect delivery of career and technical education courses.

Specify methods of evaluating student achievement of prescribed objectives

Construct and administer objective and subjective testing instruments.

Design a grading system for recording student achievement

Assess student needs, interests, and aptitudes

Identify motivational techniques for teaching industrial technology education students

Assist students in career orientation, exploration, and preparation

Organize program advisory committees

Describe and use sponsored student organization activities as instructional methods in industrial education

Disseminate promotional information concerning programs, projects and class activities

Use professional and technical periodicals and journals to identify current curriculum trends

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