

PROCEDURAL SEQUENCE FOR ACADEMIC SENATE APPROVAL OF PROPOSALS

1. Submit all proposals to the Office of Academic Affairs.
2. The Senate President will log items and forward them to the appropriate Senate subcommittees.
3. The Senate subcommittee will send the proposal to the Senate.
4. Senate proposals will be considered by the Full Faculty.
5. If approved, the proposal will then be forwarded to the Vice Chancellor.

Proposals that require action to approve/disapprove/table or remand will be sent back to the Senate according to the monthly meeting schedule.

TITLE: Community Service B.A. Degree

SUBCOMMITTEE: Curriculum PROPOSAL #: 99-45

PROPOSAL:

Community Service Program revision

*[Handwritten signature]* 1/10/01 Approve (In Part)

Action Signatures:

*[Handwritten signature]* 7/24/2000  
Submitter Date

*[Handwritten signature]* 4/25/00  
College Chair/Dean Date

*[Handwritten signature]*  
Committee Chair

Approve  Disapprove  Date 4/24/2000

Committee Chair

Approve  Disapprove  Date

*[Handwritten signature]*  
Faculty Senate President

Approve  Disapprove  Date 9/12/00

*[Handwritten signature]*  
Provost/Senior Vice Chancellor

Approve  Disapprove  Date 12/13/00

Revised: 11/15/99

(These are attached memo. & am approving ~~and~~ approving the revisions, in part, and disapproving them, in part.)  
*[Handwritten signature]*  
November 13, 2000

TO: Will Rawn  
Kevin Brown

FROM: Roger Barber

RE: The Proposed Curriculum Changes in the Community Service Degree

DATE: December 13, 2000

This memo is intended to serve as my formal notice that I have approved the curriculum revisions to the Community Service degree, in part; but I have also disapproved some of those revisions. The notice is not a surprise, since I have already discussed my concerns. . .and my decision. . . with both of you.

I am approving the revisions to the community service core. Those changes increase the number of credits in the core from 19 to 38. If the selective classes in the old degree are included, the new degree is still bigger. IE, the old degree had 19 community service credits and 12 selective credits = 31 credits. The new community service core will have 38 credits. In addition to increasing the size of the community service degree, the proposed revisions significantly enhance and strengthen the degree itself.

I am disapproving the requirement that mandates an emphasis as part of the community service degree. I have made that decision for the following reasons:

--the revision proposed five (5) new tracks to complement the community service degree. Those five tracks would have to be approved by the Board of Regents; and I have strong reason to believe that their review and approval would be problematic. The Board is very suspicious of numerous options and tracks within a degree program, because of the resources that have to be committed to such an effort.

--the five (5) new tracks are ambitious and a bit grandiose for a program the size of community service. I do not mean to cast stones at the thought, planning and motives behind such a proposal. But Montana State University-Northern simply does not have the resources to be "all things to all people," and that is especially true in individual degree programs. Given the size of the community service program currently, the proposed tracks cannot be justified, in my viewpoint.

--while it can be argued that all of the coursework is already required in other degree programs, the reality is that several of those programs are quite small themselves. IE, the communications program and the Native American studies program, in particular. Several of the listed courses should only be offered infrequently on campus, because of the student demand for the courses. The minute they are listed in a track or option, however, they "have" to be offered. And at least for the short term, those classes will almost certainly only draw a handful of students. Again, the institution does not have the resources to support such an extensive offering of student choices.

Community Service Decision, cont.:

Page 2

The community service program only has 26 formal majors at the present time. More students may have expressed an interest in the program; in fact, some of them may have already settled on the degree as their major. But they have not formally filed paperwork with the Registrar's office. At least on the formal record, the program is still small. While it has the potential to grow, it isn't a big program yet. And it would be irresponsible of this institution to commit the resources necessary to support five brand new degree options.

In the interim, I would urge the program to consider the minors that are already in place on campus. MSU-Northern, for instance, already has minors in communications, business and Native American Studies. While they may not exactly match the needs visualized by the five new tracks, they are an appropriate alternative and they utilize resources already committed by the University. Students could also be advised to take most of the courses spelled out in the tracks, as selective credits, if they have a particular interest that they might want to pursue.

I very much appreciate the effort that went into this proposal. My comments are not intended to disparage the work or the good intent behind the proposed changes. I just think it is far too ambitious for MSU-Northern's limited resources; and far too political to survive the critical eye of the Montana University System.

Cc: Sandi Copenhaver  
Terry Munson

# Proposed Program Revision For Community Service

## Present Program

86 Credit Program consisting of:

### General Education

24 General Education  
16 Fundamental Skills  
40 credits

### College of Arts and Sciences

15 College of Humanities and Social Sciences  
15 Credits

### Proposed Community Service Major

19 Community Service Core  
12 Selectives  
31 credits

**Total credits: 86**

### Present Core Courses:

3 CmSv 101 Intro to Community Service  
1 CmSv 201 Community Service Practicum  
3 Cmsv 479 Cooperative Education  
3 Cmsv 301 Community Service Readings  
3 Cmsv 302 Research in Community Service  
3 Cmsv 310 Grants  
3 Cmsv 401 Community Service Seminar  
**Total: 19 Credits**

## Proposed Program

120 Credit Program consisting of:

### General Education

24 General Education  
16 Fundamental Skills  
40 credits

### College of Arts and Sciences

15 College of Humanities and Social Sciences  
15 Credits

### Community Service Major

38 Community Service Core  
27 Emphasis Tracks  
65 credits

**Total credits: 120**

### Community Service Core Courses:

3 CmSv 101 Intro to Community Service  
8 CmSv 201 Practicum /Co-Op  
3 Cmsv 301 Community Service Readings  
3 Cmsv 302 Research in Community Service  
3 Cmsv 310 Grants  
3 Cmsv 401 Seminar  
3 Engl 361 Technical Writing  
3 Acct 255 Governmental and Non-Profit  
Accounting  
3 Spch 240 Small Group Communication  
3 Spch 310 Organizational Communication  
3 Spch 485 Conflict Management  
**Total: 38 Credits**

**Core Courses:**

**Current Selectives (Pick six credits from any two groups):**

3 Soc 240 Social Psychology  
3 Soc 315 Race, Ethnic, and Gender Relations  
OR  
3 Psyc 205 Human Growth and Development  
3 Psyc 360 Personality  
3 Spch 240 Small Group/Organizational Communication  
3 Spch 320 Communication Theory  
3 Spch 485 Conflict and Dispute Resolution  
OR  
3 Nas 350 Federal Indian Law  
3 Pol 134 American Government  
3 Pol 201 State and Local Government  
**Total: 12 Credits**

**Emphasis Tracks:**

**Communication:**

3 Spch 141 Fundamentals of Public Speaking  
or  
3 Spch 142 Interpersonal Communication  
3 Spch 240 Small Group Communication  
3 Spch 310 Organizational Communication  
3 Spch 320 Communication Theory  
3 Spch 485 Conflict and Dispute Resolution  
3 Soc 315 Race, Gender, and Ethnic Relations  
3 Eng 338 Public Relations Writing  
3 SBM 402 Small Business Management  
3 SBM 402 Promotion  
**Total: 27 Credits**

**Non-Profit Administration:**

3 Acct 407 Financial Statement Analysis  
3 Bus 300 Management in Organizations  
3 Bus 332 Human Resource Management  
3 Bus 271 Legal Environment of Business  
3 Bus 335 Marketing  
3 Bus 350 Financial Management  
3 SBM 338 Promotion  
3 SBM 402 Small Business Management  
3 Econ 241 Microeconomic Principles  
**Total: 27 Credits**

**Community Health and Wellness:**

3 Hpe 235 Principles of Health Education and Substance Abuse  
3 Hpe 274 Personal and Community Health  
3 Hpe 374 Current Issues in Health  
3 Hpe 378 Sex Education  
2 Hpe 386 Drug & Alcohol Education  
3 Hpe 423 Marriage & Family Relations

3 SBM 402 Small Business Management

3 Cnsl 424 Principles of Counselling and Development

3 Hpe 325 Organization and Administration of Health and Physical Education

**Total: 26 Credits**

**Pre-Social Work:**

3 HPE 423 Marriage and Family Relationships

3 Soc 240 Social Psychology

3 Soc 315 Race, Gender, and Ethnic Relations

3 Psyc 101 Introduction to Psychology

3 Psyc 205 Human Growth and Development

3 Psyc 315 Psychology of Development and Adjustment

3 Psyc 360 Personality

3 Psyc 461 Abnormal Psychology

3 Cnsl 424 Principles of Counselling and Development

**Total: 27 Credits**

**Tribal Leadership and Administration:**

3 Nas 220 Introduction to Ethnic Indian Studies

3 Nas 310 Native Culture

3 Nas 330 American Indian Oral Traditions

3 Nas 331 Literature by and about Native Americans

3 Nas 350 Indian Law

3 Nas 364 History of American Indians

3 SBM 338 Promotion

3 SBM 402 Small Business Management

3 Bus 300 Management in Organizations

**Total: 27 Credits**

# COPY

TO: Will Rawn  
Kevin Brown

FROM: Roger Barber

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In the interim, I would urge the program to consider the minors that are already in place on campus. MSU-Northern, for instance, already has minors in communications, business and Native American Studies. While they may not exactly match the needs visualized by the five new tracks, they are an appropriate alternative and they utilize resources already committed by the University. Students could also be advised to take most of the courses spelled out in the tracks, as selective credits, if they have a particular interest that they might want to pursue.

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Cc: ~~Sandi~~ Copenhaver  
Terry Munson

# COPY

TO: Shirley Shortell

FROM: Roger Barber  
Provost

RE: The Community Service Practicum Course

DATE: December 21, 2000

Kevin Brown, the faculty member in community service, apparently prepared a revision last year to the community service practicum course that permitted two changes:

- students would receive a pass-fail grade in the class;
- students could take the class more than once for credit.

That revision has been lost or misplaced as it worked its way through the Academic Senate approval process. Kevin has prepared the paperwork, again, with the above-described changes, and they should be approved next semester.

In the meantime, several community service majors could be affected by the procedural snafu. Kevin has assigned "P"s as a grade for students enrolled in the practicum this semester. And some students have taken the course again, under the revised curriculum. In doing that, they did not intend the second enrollment to serve as a "repeat."

Therefore, Shirley, even though the changes have not worked their way through the faculty curriculum process, I am authorizing you:

- \*\* to accept the "P" grades; and
- \*\* to accept the subsequent enrollments in the course as new, additional credits. They should not be considered a repeat of the course

If you have any questions, please be sure to get in touch with me.

**COMMUNITY SERVICE PROGRAM REVISION  
COMPARISON AND PROPOSAL**

**PRESENT PROGRAM**

86 Credit Program consisting of:

**General Education:**

24 General Education  
16 Fundamental Skills  
**40 credits**

**College of Arts and Sciences:**

15 College of Humanities and  
Social Sciences  
**15 Credits**

**Community Service Major:**

19 Community Service Core  
12 Selectives  
**31 credits**

**Total program credits: 86**

**Present Core Courses:**

3 CmSv 101 Intro to Community Service  
1 CmSv 201 Community Service Practicum  
3 Cmsv 479 Cooperative Education  
3 Cmsv 301 Community Service Readings  
3 Cmsv 302 Research in Community Service  
3 Cmsv 401 Community Service Seminar  
3 Cmsv 310 Grants  
**Total: 19 Credits**

**PROPOSED COMMUNITY SERVICE MAJOR**

<sup>96</sup>  
~~84~~ Credit Program consisting of:

**General Education:**

24 General Education  
16 Fundamental Skills  
**40 credits**

**College of Arts and Sciences:**

15 College of Humanities and  
Social Sciences  
**15 Credits**

**Community Service Major:**

41 Community Service Core  
~~18 Emphasis Tracks~~  
**41 ~~54~~ credits**

**Total program credits: ~~84~~ 96**

**Proposed Community Service Core Courses:**

3 CmSv 101 Intro to Community Service  
8 CmSv 201 Practicum /Co-Op  
3 Cmsv 301 Community Service Readings  
3 Cmsv 302 Research in Community Service  
3 Cmsv 310 Grants  
3 Cmsv 401 Seminar  
3 Engl 361 Technical Writing  
3 Acct 255 Governmental and Non-Profit Accounting  
3 Spch 240 Small Group Communication  
3 Spch 310 Organizational Communication  
3 SBM 402 Small Business Management  
3 Spch 485 Conflict Management  
**Total: 41 Credits**

Roger Barber

Provost

[Signature]

Chancellor

✓ approved — Disapproved

✓ approved <sup>2/5/01</sup> — <sup>2/23/01</sup> Disapproved