

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 # <u>01-17</u>	Title: <u>EDUC 400 Course Revision</u>
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(proposal explanation, submitter and college chair/dean signatures on attached program/degree or course revision form)

Received by ACAD Senate Forwarded to Teacher Ed Council Forwarded to Gen Ed Committee Returned to ACAD Senate Forwarded to Curriculum Committee Returned to ACAD Senate for Vote Sent to Provost's office for Full Faculty vote Voted on at Full Faculty meeting Forwarded to Provost for Approval/Disapproval Forwarded to Chancellor for Approval/Disapproval Copies sent to originating college and registrar's office C:/data/proposaltracking sheet ACAD 10 10 01	Date <u>2/14/02</u> <u>2/14/02</u> <u>3/14/02</u> <u>3/19/02</u> <u>3/19/02</u> <u>4/2/02</u> <u>4/10/02</u> <u>4-30-02</u> <u>5-17-02</u> <u>6-3-02</u> <u>6-5-02</u>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;"> Approved <u>12/18/01</u> Signature <u>[Signature]</u> </td> <td style="width: 50%; border-bottom: 1px solid black;"> Disapproved _____ Date _____ </td> </tr> <tr> <td style="border-bottom: 1px solid black;"> Approved _____ Signature _____ </td> <td style="border-bottom: 1px solid black;"> Disapproved _____ Date _____ </td> </tr> <tr> <td style="border-bottom: 1px solid black;"> Approved <u>✓</u> Signature <u>T. Welch</u> </td> <td style="border-bottom: 1px solid black;"> Disapproved _____ Date <u>4/2/02</u> </td> </tr> <tr> <td style="border-bottom: 1px solid black;"> Approved <u>4/9/02</u> Signature _____ </td> <td style="border-bottom: 1px solid black;"> Disapproved _____ Date _____ </td> </tr> <tr> <td style="border-bottom: 1px solid black;"> Approved <u>[Signature]</u> Signature _____ </td> <td style="border-bottom: 1px solid black;"> Disapproved _____ Date <u>5-20-02</u> </td> </tr> <tr> <td style="border-bottom: 1px solid black;"> Approved <u>✓</u> Signature <u>Roger Q. Barbn</u> </td> <td style="border-bottom: 1px solid black;"> Disapproved _____ Date <u>5/30/02</u> </td> </tr> <tr> <td style="border-bottom: 1px solid black;"> Approved <u>[Signature]</u> Signature _____ </td> <td style="border-bottom: 1px solid black;"> Disapproved _____ Date <u>6/3/02</u> </td> </tr> </table>	Approved <u>12/18/01</u> Signature <u>[Signature]</u>	Disapproved _____ Date _____	Approved _____ Signature _____	Disapproved _____ Date _____	Approved <u>✓</u> Signature <u>T. Welch</u>	Disapproved _____ Date <u>4/2/02</u>	Approved <u>4/9/02</u> Signature _____	Disapproved _____ Date _____	Approved <u>[Signature]</u> Signature _____	Disapproved _____ Date <u>5-20-02</u>	Approved <u>✓</u> Signature <u>Roger Q. Barbn</u>	Disapproved _____ Date <u>5/30/02</u>	Approved <u>[Signature]</u> Signature _____	Disapproved _____ Date <u>6/3/02</u>
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Approved <u>[Signature]</u> Signature _____	Disapproved _____ Date <u>6/3/02</u>															

Course Revision Form

NEW ___ DROPPED ___ MAJOR REVISION X FOR INFORMATION ONLY

College: Education Program Area: Elementary Education Date: 12/18/01

Submitter: M. Mc Croskey Chair/Dean: [Signature] Date: 12-18-01
Signature Signature (indicates "college" level approval)

College: Education
Program Area: Education
Date: 12/14/01
Course Prefix & No.: EDUC 400

Course Title: Elementary Teaching Practicum and Seminar

6 or 12 semester credits

Supervised student teaching experience in an accredited elementary or middle school. Experiences will include typical responsibilities of an elementary or middle school first year teacher. Seminar held on campus. Prerequisites: Final Admission to Teacher Education, completion of content methods courses and EDUC455. Student must enroll in EDUC405 concurrently, either on campus or via distributive learning.

Proposed or New Catalog Description (include all prerequisites):

Elementary Teaching Practicum and Seminar

6 or 12 semester credits

Course Catalog Descriptions:

EDUC 400 Elementary Teaching Practicum and Seminar

6 or 12 semester credits

This is a supervised student teaching experience in an accredited elementary or middle school. Experiences will include typical responsibilities of an elementary or middle school first year teacher. Seminars will be held on campus. This course provides theory-based practice at an elementary level for Student Teacher Candidates seeking Montana K-8 teacher certification. Prerequisite: Final Admission to Teacher Education.

Course Outcome Objectives:

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