

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>D3-14</u>	Title: Change in Community Service Minor
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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	Date <u>2/25/04</u> <u>NA</u>	Approved _____ Disapproved _____	_____ _____	Signature _____ Date _____
Forwarded to Gen Ed Committee	<u>NA</u>	Approved _____ Disapproved _____	_____ _____	Signature _____ Date _____
Returned to ACAD Senate Forwarded to Curriculum Committee	<u>NA</u> <u>2/25/04</u>	Approved <input checked="" type="checkbox"/> _____ Disapproved _____	_____ _____	Signature <u>Thomas M. Welch</u> Date _____
Returned to ACAD Senate for Vote	<u>3/3/04</u>	Approved _____ Disapproved _____	_____ _____	Signature _____ Date <u>3/3/04</u>
Sent to Provost's office for Full Faculty vote Voted on at Full Faculty meeting	<u>3/10/04</u> <u>3/30/04</u>	Approved <input checked="" type="checkbox"/> _____ Disapproved _____	_____ _____	Signature _____ Date _____
Forwarded to Provost for Approval/Disapproval	_____	Approved <input checked="" type="checkbox"/> _____ Disapproved _____	_____ _____	Signature _____ Date <u>4/4/04</u>
Forwarded to Chancellor for Approval/Disapproval	<u>3/30/04</u>	Approved <input checked="" type="checkbox"/> _____ Disapproved _____	_____ _____	Signature _____ Date <u>4/30/04</u>

PROGRAM/DEGREE REVISION FORM

NEW DROPPED MAJOR REVISION FOR INFORMATION ONLY

College Arts and Science Program Area Community Service Date 2/10/04

Submitter *[Signature]* Chair/Dean _____ Date _____
Signature Signature (indicates "college" level approval)

Please provide in the space below a "before and 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 Change in Minor in Community Service Program Revision

OLD PROGRAM

Course Prefix	#	Course Title	Credits	
			Fall	Spr.
ACCT	225	Government & Non Profit Account		3
CMSV	101	Introduction to Community Service	3	
PSYC	101	Introduction to Pyschology	3	
SOC	101	Introduction to Sociology		3
SOSC	201	Introduction to the Social Sciences	3	
Choose 3 selective credits from three of the four areas				
SOC	240	Social Psychology		3
SOC	315	Race, Ethnic & Gender Relations		3
PSYC	205	Human Growth & Development	3	
PSYC	360	Personality	3	
SPCH	240	Small Group/Organizational Communication	3	
SPCH	320	Communication Theory		3
SPCH	485	Special Topics in Communication		3
NAS	350	Federal Indian Law		3
POL	134	American Government	3	
POL	201	State and Local Government		3

Total Credits: 24

NEW PROGRAM

Course Prefix	#	Course Title	Credits	
			Fall	Spr.
CMSV	101	Introduction to Community Service	3	
CMSV	201	Volunteer Practicum	3	
CMSV	2XX	Foundations of Non Profit Service	3	
SOSC	201	Introduction to the Social Sciences	3	
Choose one of the following 3 credit upper-level CMSV courses				
CMSV	301	Community Service Reading	3	
CMSV	310	Grants	3	
CMSV	350	Conflict Management	3	
9 selective credits: choose 3 selective credits from three of the four areas. Two must be upper level courses.				
SOC	240	Social Psychology		3
SOC	315	Race, Ethnic & Gender Relations		3
OR				
PSYC	205	Human Growth & Development	3	
PSYC	360	Personality	3	
OR				
SPCH	240	Small Group/Organizational Communication	3	
SPCH	320	Communication Theory		3
SPCH	485	Special Topics in Communication		3
OR				
NAS	350	Federal Indian Law		3
POL	134	American Government	3	
POL	201	State and Local Government		3

Total Credits: 24