

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 # <u>08-31</u>	Title: <u>Change class from 4 to 3 credits - DRFT 356</u>
(proposal explanation, submitter and college dean signatures on attached program/degree or course revision form)	

	Date				
Received by ACAD Senate	<u>12-22-08</u>		Approved _____	Disapproved _____	
Forwarded to Teacher Ed Council			Signature _____	Date _____	
Forwarded to Gen Ed Committee	<u>2/6/09</u>	Approved <input checked="" type="checkbox"/>	Disapproved _____		
			Signature _____	Date _____	
Returned to ACAD Senate	<u>2-19-09</u>		Approved <input checked="" type="checkbox"/>	Disapproved _____	
Forwarded to Curriculum Committee	<u>2-20-09</u>		Signature _____	Date _____	
Returned to ACAD Senate for Vote	<u>3-5-09</u>	Approved <input checked="" type="checkbox"/>	Disapproved _____		
			Signature _____	Date <u>3-27-09</u>	
Sent to Provost's office for Full Faculty vote			Approved <input checked="" type="checkbox"/>	Disapproved _____	
Voted on at Full Faculty meeting			Signature _____	Date _____	
Forwarded to Provost for Approval/Disapproval	<u>3-30-09</u>	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 ___ DROPPED ___ MAJOR REVISION X FOR INFORMATION ONLY ___

College COTS Program Area Design Drafting Date 10/03/2008

Submitter *Trish Milligan* Chair/Dean *Samuel ...* Date 12.22.08
Signature Signature (indicates "college" level approval)

Please provide a brief explanation & rationale for the proposed revision(s):
Change class from 4 semester credits to 3 to align better with other classes in the program

Please provide the following information:

College: COTS
Program Area: Design Drafting
Date: 10/03/2008
Course Prefix & No.: DRFT356

Course Title: CAD Presentation I
Credits: 3

Required by: Design Drafting BS

Selective in: Design Drafting minor

Elective in:

General Education:

Lecture: 1 hr/wk
Lecture/Lab: 4 hrs/wk
Gradable Lab:
Contact hours lecture: 1 hr/wk
Contact hours lab: 4 hrs/wk

Current Catalog Description (include all prerequisites):

A study in the effects of using CAD images, animation, & video for professional presentations. Students will explore a variety of software & techniques. A final project will be required. Prerequisite: DRFT 256 or instructor permission.

Proposed or New Catalog Description (include all prerequisites):

A study in the effects of using CAD images, animation, & video for professional presentations. Students will explore a variety of software & techniques. A final project will be required. Prerequisite: DRFT 256 or instructor permission.

Course Outcome Objectives:

Upon completion of this course, the student will demonstrate skills in:

1. Sketching & storyboarding
2. Using a variety of graphic formats & tools
3. Post production
4. Animation principles & design
5. Presentation techniques
6. Final Project portfolio

Additional instructional resources needed (including library materials, special equipment, and facilities). Please note: approval does not indicate support for new faculty or additional resources.

ACAD course revision form 10-10-2001 rev. 12-12-01