

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

~~SEP 23 2019~~
~~SEP 23 2019~~

Proposal # 19-01 **Title: Gen Ed CAT #1: Communication – 6 credits**

(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.)

RECEIVED
DEC 16 2019

OFFICE OF THE PROVOST
MSU NORTHERN

	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		<input type="checkbox"/> Abstract Approved <input type="checkbox"/> Disapproved						
Received by Senate Secretary	9/23/19	Tracking form initiated			Forward	Sigman	9/23/19	Senior Officer
General Education Committee (if applicable)		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved		10/9/19	forwarded	Debra Bradley	10/10/19	impuson
Curriculum Committee (if applicable)	10/22/19	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved		10/22/19	forward	S. Pfeiffer	10/22/19	Senior Officer
Academic Senate	12/4/19	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved		12/4/19	Forward	C Bond	12/4/19	Senior Officer
Full Faculty (if necessary)		<input type="checkbox"/> Disapproved <input type="checkbox"/> Approved						
Provost		<input type="checkbox"/> Disapproved <input checked="" type="checkbox"/> Approved		12/30	Applied Prior to NWCCU Reevaluation, D. Bradley		12/30/19	Campyus N. Pfeiffer
Chancellor		<input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> Approved		2-16-2020	---	Provost	2/1/2020	
MSU		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	N/A					
BOR		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	N/A					
NWCCU		<input type="checkbox"/> Disapproved <input type="checkbox"/> Approved	N/A					
Provost		<input type="checkbox"/> Disapproved 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.

General Education Category One: COMMUNICATION (six credits)

Writing: (3 credits)

1. Write clear, accurate sentences and paragraphs in Standard American English.
2. Write extended papers which effectively develop and support theses, tell stories, describe events, and/or express feelings, insights and personal values.
3. Demonstrate the ability to communicate effectively through the forms of writing most common in the student's chosen career area.
4. Identify and incorporate research materials into informative and analytical writing.
5. Demonstrate understanding and recognition of plagiarism.

Human Interaction: (3 credits)

1. Recognize the importance of communication in human interactions.
2. Recognize and articulate the components of human communication.
3. Identify verbal and nonverbal aspects of message creation.
4. Demonstrate how listening skills and other variables affect how we interpret both the verbal and non-verbal messages sent by others.
5. Describe the environmental factors that influence the outcomes of communication.