

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

Proposal # 22-43

Title: WRIT 218; Journalism; Inclusion to the Gen Ed Core

(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.

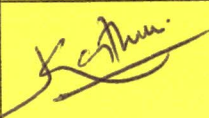

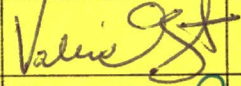
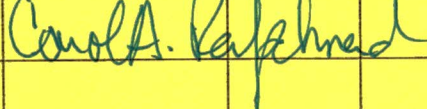
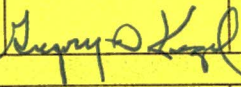
1. Submit all proposals (using the appropriate Academic Senate program/degree and/or course revision forms or General Education Inclusion form) to the Academic Senate Secretary. **NOTE: Level 1 or Level 2 forms must be submitted concurrent with this proposal where applicable. For Education proposals, 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.**

See back for tracking form

	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	03/03/2023	Tracking form initiated	D Bradley		Forward to Gen Ed	K Udayakumar		DocuSign
General Education Committee (if applicable)	03/10/2023	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved		04/25/23	Forward to the Curriculum Committee	C Donoven		DocuSign
Curriculum Committee (if applicable)	04/04/2023	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved			Forward to Academic Senate	V Guyant		DocuSign
Academic Senate	04/11/2023	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved			Forward to the Provost Office	C Bond		Inner office and hand delivered
Full Faculty (if necessary)		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved				Chancellor		
Provost		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
Chancellor		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved		4-26-2023				
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"/> Approved <input type="checkbox"/> Disapproved	N/A					
Provost		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.

Request for Inclusion in the General Education Core

Add to Category	Gen Ed Category	Area Description	Credits Required
XX	Category I	Communication	6
	Category II	Mathematics	3
	Category III	Natural Sciences with lab	6
	Category IV	Social Sciences/History	6
	Category V	Cultural Diversity	3
	Category VI	Fine Arts/Humanities	6
	Category VII	Technology	3

Course submitted for consideration:

College	Subject	Number	Title	Credits
CASE	WRIT	218	Journalism	3

Catalog Description:

Analysis of the news media, including introduction to reporting and writing the news and to news production; practice in writing news, editorials, and features for print and other media.

Provide a detailed explanation; show evidence, and rationale meeting 80% of the objectives as directly related to the appropriate category I through IX for the proposed course inclusion.

<p>Writing: (3 credits)</p> <ol style="list-style-type: none"> 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. 	<ol style="list-style-type: none"> 1. Students will write numerous articles that address news topics using clear and accurate paragraph structure in SAE 2. Students will need to write feature length articles, which are extended papers. These will have to develop and support an argument, which requires a thesis, tell stories, and describe events. 3. This will only be met if the student's chosen career field incorporates news writing 4. The production of news requires identifying and incorporating research materials into multiple modes of writing 5. The understanding of plagiarism, avoidance of it, and recognition of source materials is essential to well written journalism and will be taught and incorporated in all writing prompts
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Print Name <i>Gwen Hark</i>	Print Name <i>Dean Beth Durodoye</i>	
Submitter <i>Gwen Hark</i>	Chair/Dean: <i>Beth Durodoye</i>	Date: <i>3-3-23</i>
Signature	Signature (indicates "college" level approval)	

CASE PROPOSAL TRACKING SHEET

(Document to be Originated by the CASE Admin. Associate)

1. Submit all proposals using the appropriate Academic Senate Program/Degree and/or course revision forms to the CASE Admin. Associate

2. The CASE Admin. Associate forwards them to the appropriate CASE Committee

Proposal Number: 44	Title: WRIT 218; Request for Inclusion in the Gen Ed Core
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Received by the CASE Admin Associate Date: 2/1/2023

Forward to the Professional Education Unit Date: 2/1/2023

N.A.
Approved _____ Not Approved _____
P.E. U. Signature _____ Date _____

Return to CASE Admin Date: 2/1/2023

Forward to the Chair of CASE Date: 2/16/2023

Approved Not Approved _____
[Signature] _____ Date 3/2/2023
Chair Signature _____ Date _____

Return to CASE Admin Date: 3-2-2023

Forward to the Dean of CASE Date: 3-2-2023

Approved Not Approved _____
Beth Dwyer _____ Date 3-3-23
Dean's Signature _____ Date _____

Return to CASE Admin Date: 3-3-2023

Forward to Academic Senate Subcommittees Date: 3-10-2023