

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>01-19</u>	Title: <u>EDUC 475 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	Date <u>2/14/02</u> <u>2/14/02</u>	Approved <u>12/18/01</u> Disapproved _____ Signature <u>[Signature]</u> Date _____ Approved _____ Disapproved _____ Signature _____ Date _____
Forwarded to Gen Ed Committee	NA	Approved _____ Disapproved _____ Signature _____ Date _____
Returned to ACAD Senate Forwarded to Curriculum Committee	<u>3/19/02</u> <u>3/19/02</u>	Approved <input checked="" type="checkbox"/> Disapproved _____ Signature <u>T. Wells</u> Date <u>9/2/02</u> Approved _____ Disapproved _____ Signature _____ Date _____
Returned to ACAD Senate for Vote	<u>4/2/02</u>	Approved <u>4/9/02</u> Disapproved _____ Signature _____ Date _____ Approved _____ Disapproved _____ Signature _____ Date _____
Sent to Provost's office for Full Faculty vote Voted on at Full Faculty meeting	<u>4/10/02</u> <u>4/30/02</u>	Approved _____ Disapproved _____ Signature _____ Date _____ Approved _____ Disapproved _____ Signature _____ Date _____
Forwarded to Provost for Approval/Disapproval	<u>5/7/02</u>	Approved <input checked="" type="checkbox"/> Disapproved _____ Signature <u>Roger A. Barbu</u> Date <u>5/30/02</u> Signature _____ Date _____ Approved _____ Disapproved _____ Signature <u>[Signature]</u> Date <u>6/3/02</u> Signature _____ Date _____
Forwarded to Chancellor for Approval/Disapproval	<u>6/3/02</u>	Approved _____ Disapproved _____ Signature _____ Date _____
Copies sent to originating college and registrar's office C:/data/proposaltracking sheet ACAD 10 10 01	<u>6/5/02</u>	

Course Revision Form

NEW ___ DROPPED ___ MAJOR REVISION X FOR INFORMATION ONLY ___

College: Education Program Area: Elementary/Secondary Education Date: 12/18/02

Submitter M. McCroskey Chair/Dean: Al Callie Date: 12-14-01
Signature Signature (indicates "college" level approval)

College: Education
Program Area: Education
Date: 12/14/01
Course Prefix & No.: EDUC475

Course Title: Elementary and Secondary Teaching Practicum and Seminar
6 or 12 semester credits

Current Catalog Description (include all prerequisites):

This is a supervised student teaching experience in an accredited elementary and secondary school. To be taken by all students seeking a K-12 endorsement. Experiences will include typical responsibilities of a 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):

EDUC 475 Elementary and Secondary Teaching Practicum and Seminar
6 or 12 semester credits

This is a supervised student teaching experience in an accredited elementary and secondary school to be taken by all students seeking a K-12 endorsement. Experiences will include typical responsibilities of a first year teacher. Seminars will be held on campus. This course provides theory-based practice at K-12 level for Student Teacher Candidates seeking Montana K-12 teacher certification.

Prerequisite - Final Admission to Teacher Education

Course Outcome Objectives:

Same