

# 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>08-34</u>	Title: <u>Community Leadership Minor, Perusia</u>
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(proposal explanation, submitter and college dean signatures on attached program/degree or course revision form)

	Date					
Received by ACAD Senate	<u>2-13-09</u>		Approved	_____	Disapproved	_____
Forwarded to Teacher Ed Council	_____		Signature	_____	Date	_____
Forwarded to Gen Ed Committee	<u>2-17-09</u>	N/A	Approved	<input checked="" type="checkbox"/>	Disapproved	_____
			Signature	_____	Date	_____
Returned to ACAD Senate	<u>3-9-09</u>		Approved	<input checked="" type="checkbox"/>	Disapproved	_____
Forwarded to Curriculum Committee	<u>3/12/09</u>		Signature	_____	Date	_____
Returned to ACAD Senate for Vote	<u>3-18-09</u>		Approved	<input checked="" type="checkbox"/>	Disapproved	_____
			Signature	_____	Date	<u>3-21-09</u>
Sent to Provost's office for Full Faculty vote	_____		Approved	_____	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	_____					

**PROGRAM/DEGREE REVISION FORM**

NEW \_\_\_\_\_ DROPPED \_\_\_\_\_ MAJOR REVISION  X  FOR INFORMATION ONLY \_\_\_\_\_

College  CEASN  Program Area  Arts & Sciences  Date \_\_\_\_\_

Submitter  [Signature]  Dean  Carol A. Kappner  Date  2-10-09   
 Signature (indicates "college" level approval)

**Please provide a brief explanation & rationale for the proposed revision(s).**

The primary purpose of the proposed revision is to rename the Community Service minor to "Community Leadership." Two courses, CMSV101 and CMSV301, have been submitted for course revision. In addition, it is proposed to add CMSV279, an existing course, as a selective. Lastly, we propose replacing SOSOC201 Introduction to the Social Sciences with SOC101 Introduction to Sociology as a requirement.

**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**  Community Leadership minor

**Current Program listed in 08-09 Catalog**

Course Prefix	#	Course Title	Credits
CMSV	101	Introduction to Community Service	3
CMSV	201	Volunteer Practicum	3
CMSV	260	Foundations of Non Profit Service	3
SOSC	201	Introduction to the Social Sciences	3
<b>Choose one of the following 3 credit upper-level CMSV courses</b>			
CMSV	301	Community Service Reading	3
CMSV	310	Grants	3
CMSV	350	Conflict Management	3
<b>9 Selective credits: choose 3 selective credits from three of the four areas. Two must be upper level courses</b>			
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
<b>Total</b>			<b>24</b>

**Proposed Program for 09-10 Catalog**

Course Prefix	#	Course Title	Degree Credits
CMSV	101	Intro to Community Leadership	3
CMSV	201	Volunteer Practicum	3
<b>OR</b>			
CMSV	279	Co-Operative Education	
CMSV	260	Foundations of Non Profit Service	3
SOC	101	Introduction to Sociology	3
<b>Choose one of the following 3 credit upper-level CMSV courses</b>			
CMSV	301	Concepts in Community Leadership	3
CMSV	310	Grants	3
CMSV	350	Conflict Management	3
<b>9 Selective credits: choose 3 selective credits from three of the four areas. Two must be upper level courses</b>			
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 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
<b>Total</b>			<b>24</b>

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