ACADEMIC SENATE PROPOSAL TRACKING SHEET

(Document To Be Originated By the Academic Senate Secretary On Canary Color Paper)

Proposal # 15-5	Title: B.S. in Secondary Education, Broadfield Social Sciences	
(Proposal evaluation submitter and	d 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.
- 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

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***** (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 HERN submitting college who then notifies the originator.

	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		☐ Abstract Approved ☐ Disapproved						
Received by Senate Secretary	10/02/15	Tracking form initiated	Lourdes Caven	10-02-15		Senate	10/05/15	
General Education Committee (if applicable)		☐ Approved ☐ Disapproved						
Curriculum Committee (if applicable)		☐ Approved ☐ Disapproved						
Academic Senate	10/05/15	☐ Approved☐ Disapproved☐	Pane litery	10/8/15				
Full Faculty (if necessary)		☐ Approved ☐ Disapproved						
Provost		☐ Approved ☐ Disapproved	Clian J. R	10-8-15		Chanaller	10-12-15	
Chancellor		☐ Approved☐ Disapproved☐	Sugry O Ly	10.12.200		Provost	10-12-15	
MSU	10-9-15	☐ Approved ☐ Disapproved						
BOR		☐ Approved ☐ Disapproved	No vember muhns					
NWCCU		☐ Approved ☐ Disapproved						
Provost		Advise originating college and Academic Senate of status. Update Web page.						
Registrar		Catalog/Policy Manual Update			b page from initial receipt u			

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.

Academic Senate Form 1 (Revised 3/21/2012)

CEASN PROPOSAL TRACKING SHEET (Document to Be Originated By CEASN Secretary)

Title: B. S. in Secondary Education, Broadfield Social Sciences

- 1. Submit all proposals (using the appropriate Academic Senate program/degree and/or course revision forms) to the CEASN Administrative Assistant.
- 2. The CEASN Administrative Assistant forwards them to the appropriate CEASN Committee.

	Date	
Received by CEASN Administrative Assistant	9.25.15	
Forwarded to CEASN College Meeting	9:39:15	Approved Disapproved Chair Date Signature
Returned to CEASN Administrative Assistant	9:39:15	Signature
Forwarded to Dean for Signatures	9.30.15	Dean Signature
Returned to CEASN Administrative Assistant	10.1.15	
Forwarded to Professional Education I	Unit 10.1.15	Approved Disapproved
		William J. Rugg 10-1-15 Signature Date
Returned to CEASN Administrative Assistant	10-2-150	5
Forwarded to ACAD Senate	10.2.15	OCT - 1 2015
		OFFICE OF THE PROVOST

MSU NORTHERN

Proposal Number: 2015-2016 # 10

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31.40 June

William G. Rugg

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Meeting date

XXX-XXX-XXXXX

ITEM

Notice of intent to withdraw the Bachelor of Science Education (B.S.Ed.) in Social Science Broadfield 5-12.

THAT

MSU-Northern requests Board of Regents approval to withdraw the B.S.Ed. degree in Social Science Broadfield 5-12 from moratorium.

EXPLANATION

MSU-Northern seeks permission to remove the B.S.Ed. degree in Social Science Broadfield 5-12 from moratorium. The Program Prioritization process indicated that of all the secondary education programs, the B.S.Ed. in Social Science Broadfield possessed the most sustainable numbers. Much of the program is delivered online to reach a broader audience including teachers seeking an additional endorsement area. This program was not included in the previous year's request as the institution had a History/Native American faculty position that was not filled. This position has been filled. MSU-Northern serves a unique population of potential secondary education teachers who want to teach in the rural public schools of the region. There is a significant demand for secondary education teachers currently.

ATTACHMENTS

No attachments.

MEXXXX-XXX-XXX

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ATTACHMENTS

No altachments.

Montana Board of Regents

ACADEMIC PROPOSAL REQUEST FORM

Item	Number: XXX-XXXX+XXXX Meeting Date:
Ir	stitution: Montana State University - Northern CIP Code:
Prog	ram Title: B.S. in Secondary Education, Broadfield Social Sciences
sted in pa	k the appropriate type of request and submit with an Item Template and any additional materials, including those rentheses following the type of request. For more information pertaining to the types of requests listed below, how to n item request, or additional forms please visit the Academic, Research and Student Affairs Handbook .
X_A. No	tifications:
N	otifications are announcements conveyed to the Board of Regents at the next regular meeting.
	1a. Placing a program into moratorium (Document steps taken to notify students, faculty, and other constituents and include this information on checklist at time of termination if not reinstated)
<u>x</u>	1b. Withdrawing a program from moratorium
_	2. Intent to terminate an existing major, minor, option or certificate – Step 1 (Phase Program Termination Checklist)
	3. Campus Certificates, CAS/AAS-Adding, re-titling, terminating or revising a campus certificate of 29 credits or less
_	4. BAS/AA/AS Area of Study
B. Le	vel I:
	vel I proposals are those that may be approved by the Commissioner of Higher Education. The approval of such oposals will be conveyed to the Board of Regents at the next regular meeting of the Board.
_	1. Re-titling an existing major, minor, option or certificate
	2. Adding a new minor or certificate where there is a major or an option in a major (Curriculum Proposal Form)
,	3. Revising a program (Curriculum Proposal Form)
-	4. Distance or online delivery of an existing degree or certificate program
	5. Terminating an existing major, minor, option or certificate – Step 2 (Completed Program Termination Checklist)
Temp	porary Certificate or AAS Degree Program
A	oproval for programs under this provision will be limited to two years. Continuation of a program beyond the two

years will require the proposal to go through the normal Level II Proposal approval process.

Montana Beard of Regents

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years will require the proposol to go through the normal covel II Proposal approval process.

Montana Board of Regents

ACADEMIC PROPOSAL REQUEST FORM

C. Level I w	vith Level II Documentation:
	be of proposal may go to the Board as a Level I item if all Chief Academic Officers are in agreement. If consensus the Chief Academic Officers is not reached, however, the item will go to the Board as a Level II request.
1.	Adding an option within an existing major or degree (Curriculum Proposal Form)
2.	Consolidating existing programs and/or degrees (Curriculum Proposal Form)
D. Level II:	
	proposals require approval of the Board of Regents. These requests will go to the Board in a two-meeting the first being as informational and the second as action.
1.	Re-titling a degree (ex. From B.A. to B.F.A)
2.	Adding a new minor or certificate where there is no major or option in a major (Curriculum Proposal Form)
3.	Establishing a new degree or adding a major or option to an existing degree (Curriculum Proposal Form)
st	Forming, eliminating or consolidating a college, division, school, department, institute, bureau, center, cation, laboratory or similar unit (Curriculum Proposal Form or Center Proposal Form, except when eliminating or onsolidating)
5.	Re-titling a college, division, school, department, institute, bureau, center, station, laboratory or similar unit
Level II format,123sta	proposals require approval of the Board of Regents. These requests will go to the Board in a two-meeting the first being as informational and the second as action. Re-titling a degree (ex. From B.A. to B.F.A) Adding a new minor or certificate where there is no major or option in a major (Curriculum Proposal Form) Establishing a new degree or adding a major or option to an existing degree (Curriculum Proposal Form) Forming, eliminating or consolidating a college, division, school, department, institute, bureau, center, ration, laboratory or similar unit (Curriculum Proposal Form or Center Proposal Form, except when eliminating or onsolidating)

Specify Request:

Montage Beard of Regents

Manager Committee and Committe

_C. Level I with Lavri II Documentation:
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1. Adding an option within an existing major or degree (the jeedum Proposal Soun)
2. Consultating existing programs and/or degrees (Curriculum Proposal Lung)
D. Level III
Level II proposals require approval of the Board of Regents. These requests veil go to the Board in a secrepting for more, the linst being as informational and the second as acron
L. Ro-titling a degree (ex. from B.A. to B.F.A)
2. Adding a new minor or certificate where there is no major or aption in a major (Consulum Prepowill, 1979)
3. Establishing a new degree or adding a major or option to an existing degree (faceculum Proposal com)
4. Forming, eliminating or consolidating a college, division, school, department, instincte, burese, comer, scation, inhoratory or similar unit (<u>Curricolum Proposal form or Consolidating</u> electrolism eliminating or consolidating)
5. Re-titling a college, division, school, department, lustituts, bureau, center, station, laboratory or semiar ania

Specify Request: