

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

Proposal # 20-04	Title: CAT VII GDSN Graphic Design Applications; New Addition to Gen Ed
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OCT 29 2020

(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.

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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>**

******* (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.**

	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	10/29/2020	Tracking form initiated	<i>Bradley</i>		forward	Cabuen		hand office/email
General Education Committee (if applicable)	11/4/20	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	<i>Coyne</i>		forward	J. Todd Bradley	11/5/20	hand office Coyne's office
Curriculum Committee (if applicable)	11/19/2020	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	<i>Jim P</i>		forward	Academic Senate		email
Academic Senate	1/9/2021	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	<i>Carol A Raphael</i>		forward	Provost	2/9/2021	email Coyne's office
Full Faculty (if necessary)		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	<i>X</i>					
Provost		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	<i>me</i>	2/19/21				
Chancellor		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	<i>August D. Keyel</i>	3-1-2021		AA.	3/3/21	
MSU		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
BOR		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
NWCCU		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
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
	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
x	Category VII	Technology	3

Course submitted for consideration:

College	Subject	Number	Title	Credits
CASE	GDSN	231	Graphic Design Applications	3

Catalog Description:

This course is an introduction to software applications used by today's graphic design industry. A workbook-guided approach is employed and the course is self-paced. Photoshop, Illustrator, and InDesign are covered in the course. This course is prerequisite to GDSN 320, GDSN 350 and GDSN 450.

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.

<ol style="list-style-type: none"> 1. Explain the impact of technology on society and conversely, how society impacts technology in a historical, present and future sense 2. List technology's role in problem solving and communication 3. Describe the ethical, legal and social concerns stemming from advances in technology 4. Demonstrate an ability to use technology within a discipline 5. Demonstrate an introductory level of technology literacy 	<ol style="list-style-type: none"> 1. In GDSN 231, students learn about and discuss the history of the printing press, typography/fonts, and key design practices and tools (both analog and digital). Students also analyze how technology enables design choices and practices that impact society in various ways, such as: influencing the expression of cultural values through design trends; driving consumption patterns (e.g., through logos, branding, and other forms of visual advertising); and shaping political culture (e.g., through visual media propaganda). As is addressed in #3 below, GDSN 231 students also learn how society is impacting the future of technology by creating laws that govern the use of new visual media technologies. 2. Graphic design techniques and technologies exist primarily to solve visual communication problems. In GDSN 231, students use technology to create visual communication pieces, and they evaluate each other's pieces to identify whether or not the assigned design problem has been adequately solved. Students use technology in the form of Adobe software and the Macintosh Operating System to solve these problems. 3. In GDSN 231, students engage in discussion about privacy, copyright, and other legal concerns that stem from recent technology developments. These include: the Napster lawsuit, Facebook's role in the 2016 US election, and the personal privacy and disinformation issues that have emerged recently due to advancements in technology related to visual media (such as facial recognition technologies and "deepfake" editing technologies).
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	<p>4. One of the key course objectives of this class is to use the Adobe software suite and the Macintosh Operating System to construct layouts and designs. Students become proficient in the use of these technologies, which are used ubiquitously within the Graphic Design discipline.</p> <p>5. In GDSN 231, students learn how to use a Macintosh computer and navigate its operating system. They learn how to use Adobe Photoshop, Adobe Illustrator, and Adobe InDesign, as well as internet-based design programs such as Canva. Finally, they learn how to create different types of media files and how to save, compress, and export different file types from different software programs. They learn how to name/rename and organize files according to design industry standards.</p>
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Print Name	Print Name <i>Darlene Sellers</i>	
Submitter	Chair/Dean: <i>Darlene Sellers</i>	Date: <i>10-29-20</i>
Signature	Signature (indicates "college" level approval)	

CASE PROPOSAL TRACKING SHEET

(Document to Be Originated by 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 then forwards the proposal to the appropriate CASE Committee

Proposal No.	<u>#24</u>	Date	<u>CATYII GOSKI Graphic Design</u>	
Received by CASE Admin. Associate		<u>3.19.2020</u>	<u>New Course</u>	
Forward to CASE College Meeting		<u>9.29.2020</u> <u>10.6.2020</u>	Approved <input checked="" type="checkbox"/> Dissapproved <input type="checkbox"/>	
Returned to CASE Admin. Associate		_____	<u>Valerie J. St</u>	<u>10/6/2020</u>
Forward to Director of Education (EDUC proposals only)		<u>NA</u>	Approved _____ Dissapproved _____	
Returned to CASE Admin. Associate		<u>10.16.2020</u>	Signature _____	Date _____
Forward to Dean of CASE		<u>10.19.2020</u>	Approved <input checked="" type="checkbox"/> Dissapproved <input type="checkbox"/>	
Returned to CASE Admin. Associate		<u>10.29.2020</u>	<u>Shelene Salas</u>	<u>10-29-20</u>
Forward to Professional Education Unit		_____	Approved _____ Dissapproved _____	
Returned to CASE Admin. Associate		<u>10.29.2020</u>	Signature _____	Date _____
Forward to Academic Senate Subcommittees		<u>11.5.2020</u>		