

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

Proposal # 22-52	Title: COMX 512; Communication and Conflict
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(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	01/11/2023	Tracking	D Bradley		Forward to Gen Ed Committee	S. Balemba		DocuSign
General Education Committee (if applicable)	05/12/2023	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	DocuSigned by: <i>Samantha Balemba</i> C315961766648A...		Passed in Gen Ed Committee Meeting	D. Bradley		DocuSign
Curriculum Committee (if applicable)	2/21/23	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	DocuSigned by: <i>Casey Donovan</i> A3AAF230AD5D4B1...		Forward to Academic Senate	V Guyant		DocuSign
Academic Senate	8/2/2023	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	DocuSigned by: <i>Valerie Guyant</i> DE995B0729A143B...		Forward to Provost	V Guyant		DocuSign
Full Faculty (if necessary)		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
Provost	8/3/23	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	<i>James Brown</i>	8/3/23				
Chancellor		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	<i>Gregory Q. Keyel</i>	8.4.23				
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.

COURSE REVISION FORM

NEW XX DROPPED _____ MAJOR REVISION _____ FOR INFORMATION ONLY _____

College CASE Program Area Communications Date 1/31/23

Submitter  Dean  Date 5-1-23
Signature Signature (indicates "college" level approval)

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

Course is currently offered at the undergraduate level. Offering the course at the graduate level has the potential to increase enrollment

Please provide the following information:

College: CASE

Program Area: Communications

Date: 1/31/2023

Course Prefix & No.: COMX 512

Course Title: Communication and Conflict

Credits: 3

Required by: None

Selective in: proposed Masters program

Elective in:

General Education: No

Lecture: 3

Contact hours lecture: 3 / week

Contact hours lab:

Current Catalog Description (include all prerequisites):

Proposed or New Catalog Description (include all prerequisites):

Designed to explore research and practice about conflict as a process of social interaction. This course focuses on communication-oriented perspectives, key properties of conflict interaction, strategies and tactics for moving through conflict, self-regulation and third-party intervention. Graduate credit requirements are described in the course syllabus. If this class is taken at the 500 level, it is a graduate course and expectations for student performance are at an advanced level. Evaluation of course requirements is more rigorous than at the lower division section of this course.

Course Outcome Objectives:

Demonstrate an advanced knowledge about the nature of conflict.

Demonstrate a nuanced understanding of conflict management skills & ways to constructively approach conflict.

Accurately apply conflict management skills in active listening, assertion, principled negotiation, and informal mediation.

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