ACADEMIC SENATE PROPOSAL TRACKING SHEET

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

Proposal # 23-10	Title: Change to Credit Count Designated for BIOB 160

(Proposal explanation, submitter and college dean signatures on attached program/degree or course revision form.)

All proposals MUST have their originating college faculty body (Arts, Sciences & Education; Health Sciences; 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 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 committee will provide written rationale to the originator, via the Academic Senate.* The originator may request that the item be forwarded to the next body for consideration. Upon completion of subcommittee action, the proposal will be returned to the Academic Senate Secretary for consideration at the next Academic Senate meeting.

4. The Academic Senate considers the proposal and recommends approval or disapproval. If approved, the proposal is forwarded to the Provost for consideration within 10 working days. If the Academic Senate disapproves the proposal, the Academic Senate will provide written rationale to the originator. * The originator may request that the item be forwarded to the Full Faculty for consideration, utilizing procedures set forth in the Senate Bylaws.

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. If approved, 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 are also available on the web page: http://www.msun.edu/admin/provost/forms.htm

*** If a proposal is disapproved, it is returned 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
Received by Senate Secretary	12/1/2023	Tracking form initiated	DocuSigned by: Brittany Garden 7131CC8454D9458...	12/1/2023	Sent to Curriculum Committee		12/1/2023	DocuSign
General Education Committee (if applicable)		☐ Approved ☐ Disapproved						
Curriculum Committee (if applicable)	1/4/2024	☒ Approved ☐ Disapproved	DocuSigned by: Casey Donovan	1/4/2024	Passed - Forward to Academic Senate			
Academic Senate	1/12/2024	☒ Approved ☐ Disapproved	DocuSigned by: Valerie Guyant	1/12/2024				
Provost	1/22/24	☒ Approved ☐ Disapproved		1/22/24				
Chancellor	1/26/2024	☒ Approved ☐ Disapproved	Gregory O. Kapf 1.26.2024			Provost	1-29-24	
MSU		☐ Approved ☐ Disapproved						
BOR		☐ Approved ☐ Disapproved						
NWCCU		☐ Approved ☐ 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.

Academic Senate Form 1 (Revised 4/4/2023)

COURSE REVISION FORM

NEW ____ DROPPED ____ MAJOR REVISION **X** FOR INFORMATION ONLY ____

- For purposes of this form, "For Information Only" should be used for catalog description or objective changes ONLY

College **Arts, Sciences & Education** Program Area **Biology (B65)**

Submitter Jean Hildebrand Ph D Dean _____ Date _____

Signature Signature (indicates "college" level approval)

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

Currently the Principles of Living Systems Lecture is listed as a 4-credit course. The class meets for three hours per week and, in line with other state institutions, should be listed as a 3-credit course. **This revision seeks to have the Principles of Living Systems Lecture designated as 3 credit course.**

Course Prefix & No.: BIOB 160

Current Course Title: Principles of Living Systems Lecture
Proposed Course Title (when applicable):

Current # of Credits: 4
Proposed # of Credits (when applicable): 3
[please specify degrees]:
Required by: Biology
Selective in:
Elective in:
General Education Category: Category III
Lecture: 3
Lecture/Lab:
Gradable Lab:
Lecture contact hours per week: 3
Lab contact hours per week:

Current Catalog Description (include all prerequisites):
The structure and function of plant and animal cells, including respiration, photosynthesis, reproduction, genetics, and protein synthesis. Other topics considered are tissues, embryology, and unicellular organisms. Concurrent enrollment in BIOB 161 lab is required.

Proposed or New Catalog Description (include all prerequisites):
This course is the introductory course for students enrolled in the Biology Program. Emphasis is on organisms at the cellular and molecular level. Cellular structure and function are discussed in addition to macromolecules, cellular respiration, and photosynthesis. Cell division and genetics preface an introduction to inheritance. Evolutionary theory is introduced and students explore systematics and classification. Pre-requisites: None
Concurrent enrollment in BIOB 161 is required.
Course Outcomes/Objectives: Students will

1. Demonstrate familiarity with the general terminology of biology and a clear understanding of the scientific method.
2. Demonstrate an understanding of the a) chemical basis of cellular function, b) structure and function of plant, and animal cells, c) fundamentals of reproduction and inheritance at the cellular level.
3. Demonstrate understanding of cellular respiration, fermentation, and photosynthesis, as well as energy relationships among organisms and ecosystems.
4. Demonstrate understanding of protein synthesis, enzymes, and cellular transport.
5. Define evolution and gain a basic understanding of the mechanisms that produce evolutionary change.

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

A need for additional instructional resources is not anticipated.