

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 # 07-06	Title: HVE 444 New Course
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(proposal explanation, submitter and college dean signatures on attached program/degree or course revision form)

Received by ACAD Senate Forwarded to Teacher Ed Council	Date 11/19/07	Approved _____ Disapproved _____ Signature _____ Date _____
Forwarded to Gen Ed Committee	_____	Approved _____ Disapproved _____ Signature _____ Date _____
Returned to ACAD Senate Forwarded to Curriculum Committee	11/19/07 11/19/07	Approved <input checked="" type="checkbox"/> Disapproved _____ Signature _____ Date 11/27/07
Returned to ACAD Senate for Vote	11/28/07	Approved <input checked="" type="checkbox"/> Disapproved _____ Signature _____ Date 12/4/07
Sent to Provost's office for Full Faculty vote Voted on at Full Faculty meeting	2/26/08	Approved <input checked="" type="checkbox"/> Disapproved _____ Signature _____ Date _____
(1) Forwarded to Provost for Approval/Disapproval	2/27/08	Approved <input checked="" type="checkbox"/> Disapproved 3/27/08 Signature _____ Date _____
Forwarded to Chancellor for Approval/Disapproval	3/28/08	Approved <input checked="" type="checkbox"/> Disapproved _____ Signature _____ Date 4/14/2008

Copies sent to originating college and registrar's office
 Updated 09/29/05

(1) Approved with assumption of new resources needed for load or offset of load. JPC/MLH

COURSE REVISION FORM

NEW XX DROPPED _____ MAJOR REVISION _____ FOR INFORMATION ONLY _____

College Education, A & S, Nursing Program Area HPE/Health Promotion Date 10/3/07

Submitter J. Trethewey Signature [Signature] Dean [Signature] Date 11/13/07
Signature (indicates "college" level approval)

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

The Personal Training course has been offered for the past 2 summers and last spring semester. It has been well attended and incorporated into the Health Promotion and HPE degrees. Successful completion of this course allows students the opportunity to sit for national certification as a Personal Fitness Trainer.

Please provide the following information:

College: Education, A & S, Nursing

Program Area: HPE/Health Promotion

Date: 10/3/07

Course Prefix & No.: HPE 4XX

Course Title: Personal Training

Credits: 3

Required by:

Selective in: HPE/Health Promotion

Elective in: " " "

General Education:

Lecture:

Lecture/Lab: 2 cr lecture 1 cr lab

Gradable Lab:

Contact hours lecture: 2

Contact hours lab: 2

Current Catalog Description (include all prerequisites):

Proposed or New Catalog Description (include all prerequisites):

This course will prepare students for certification through the National Council on Strength and Fitness as a Certified Personal Trainer. The course outcomes are to develop individuals with the knowledge and aptitude for the fitness industry. Upon successful completion of this course students will be able to demonstrate, evaluate, and apply all practical disciplines of a Certified Personal Trainer and will be qualified to sit for the Personal Trainer exam. Prerequisite: an anatomy and physiology course or consent of the instructor.

Course Outcome Objectives:

1. *Develop an understanding of the musculoskeletal anatomy and function*
2. *Recognize basic safety and health risks of exercise and fitness participation and means of risk reduction*
3. *Develop an understanding of how to properly establish individual training and exercise prescriptions*
4. *Develop basic skills in recognition of injuries and/or musculoskeletal disorders and knowledge of proper referral procedures*

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