

# 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): 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 # <u>11-01</u>	Title: <u>Diesel Tech- Equipment Mgmt Option</u>
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(proposal explanation, submitter and college dean signatures on attached program/degree or course revision form)



	Date				
Received by ACAD Senate	<u>4-28-11</u>	Approved	_____	Disapproved	_____
Forwarded to Gen Ed Committee	_____	Signature	_____	Date	_____
Returned to ACAD Senate	_____	Approved	<input checked="" type="checkbox"/>	Disapproved	_____
Forwarded to Curriculum Committee	<u>9-06-11</u>	Signature	<u>Katherine Sullivan</u>	Date	_____
Returned to ACAD Senate	<u>9-14-11</u>	Approved	_____	Disapproved	_____
Forwarded to Graduate Council	_____	Signature	_____	Date	_____
Returned to ACAD Senate for Vote	<u>10-11-11</u>	Approved	<input checked="" type="checkbox"/>	Disapproved	_____
Forwarded to Provost for Approval/Disapproval	<u>10-21-11</u>	Signature	<u>Rosalyn Moton Templeton</u>	Date	<u>10/21/11</u>
Forwarded to Chancellor for Approval/Disapproval	<u>1-13-12</u>	Approved	<input checked="" type="checkbox"/>	Disapproved	_____
Copies sent to originating college and	_____	Signature	<u>[Signature]</u>	Date	<u>1-13-12</u>

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		Signature	Date	
Returned to ACAD Senate	_____			
Forwarded to Graduate Council	_____	Approved _____	Disapproved _____	
		Signature	Date	
Returned to ACAD Senate for Vote	_____	Approved _____	Disapproved _____	
		Signature	Date	
Forwarded to Provost for Approval/Disapproval	_____	Approved _____	Disapproved _____	
		Signature	Date	
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		Signature	Date	
Copies sent to originating college and	_____			



## PROGRAM/DEGREE REVISION FORM

NEW X DROPPED    MAJOR REVISION    FOR INFORMATION ONLY   

College COTS Program Area Diesel Date 04/19/11

Submitter Steven K. Don Dean August D. Kozel Date 4-28-11  
 Signature 4/28/11 Signature (indicates "college" level approval)

**Please provide a brief explanation & rationale for the proposed revision(s).** The Diesel Technology Equipment Management option at MSU-Northern educates and prepares students for management positions in transportation, construction, mining, agriculture and maritime. Graduates will be innovative change-leaders in the diesel and business environment. MSU-Northern's Diesel Technology Equipment Management option combines: Technical core competencies in diesel technology, with Business & financial management, and Undergraduate experiences in cooperative education or internships. There is a growing need for students educated in multiple disciplines within industry. Graduates of this program are currently sought by companies looking for entry- and mid-level management employees.

**Please provide in the space below a "before and after" picture of the program with the changes in the program noted. Attach appropriate Course Revision Forms. Please indicate changes by shading the appropriate cells.**

**PROPOSAL TITLE Diesel Technology – Equipment Management Option**

**Current Program listed  
in 10-11 Catalog**

**Proposed Program  
for 11-12 Catalog**

Course Prefix	#	Course Title	Credits
<b>Total</b>			

Course Prefix	#	Course Title	Gen-Ed Credits	Degree Credits
DIES	104	Introduction of Diesel Engines		3
DIES	114	Intro. To Diesel Engines Lab		3
DIES	115	Intro to Diesel Fuel Systems		4
ATDI	134	A/D Electrical/Electrnc. Sys. I		4
DIES	204	Intro/Hydraulics & Pneum		2
DIES	214	Intro/Hydraulics & Pneum Lab		2
IT	111	Ind. Safety & Waste Mgmt.		2
M	145	Math for Liberal Arts (CAT II)	4	
WRIT	101	College Writing I (Cat I-Comm)	3	
WLDG	110	Welding Theory I		2
WLDG	111	Welding Theory I Practical		2
ATDI	264	Auto/Diesel Electrical/Electrnc Sys. II		4
DIES	216	Heavy Duty Power Trains		4
DIES	262	Diesel Engine Diag. & Repair		2
DIES	272	Diesel Engine Diag./Repair Lab		4
ACTG	201	Principles of Financial Acctng		3
BUS	250	Business Statistics		3
		Cat VII (Technology).	3	
		Gen Ed (Cat III)	3	
ACTG	202	Principles of Managerial Acctng		3
ATDI	265	Heating & Air Conditioning		4
ATDI	384	Auto/Diesel Electronics Apps		4
		Category VI (Hum./Fine Arts)	3	
		Category IV (History/Soc. Sci.)	3	
BUS	350	Financial Management		3
BUS	300	Management		3
DIES	314	Hydraulics & Pneumatics II		4
WRIT	350	Technical Editing (Cat I-Comm)	3	
		Category IV (History/Soc. Sci.)	3	
BUS	380	Operations Management		3
		Category VI (Hum./Fine Arts)	3	
BUS	360	Project Management		3
BUS	348	Business Communications		3
BUS	365	International Business (Cat V)	3	
DIES	440	Advanced Fuel Systems		4
ACTG	410	Cost/Managerial Accounting		3
DIES	450	Diag/Power Shifts/HD Auto		4
TSCI	304	Fuels/Lubricants (Cat III-Nat Sci)	3	
BUS	332	Human Resoure Management		3
<b>Total</b>			<b>34</b>	<b>87</b>

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

Updated 09/29/05

# Montana Board of Regents

## LEVEL I REQUEST FORM

Item Number: \_\_\_\_\_ Meeting Date: \_\_\_\_\_

Institution: Montana State University - Northern CIP Code: \_\_\_\_\_

Program Title: Diesel Technology – Equipment Management Option

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the Board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner for Academic and Student Affairs, by no later than five weeks prior to the final posting date for the next scheduled meeting of the Board. The Deputy Commissioner will review the proposal and respond to the proposing campus with any questions or concerns within one week, allowing the proposing campus one week to respond before the Item is posted for the BOR scheduled meeting.

### A. Level I (place an X for *all* that apply):

Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges. For Level I actions on degree programs or certificates, the process must begin when the proposing campus posts its intent on the MUS academic planning web site.

1. Re-titling existing majors, minors, options and certificates
2. Adding new minors or certificates where there is a major (Submit with completed Curriculum Proposals Form)
3. Adding new minors or certificates where there is an option in a major (Submit with completed Curriculum Proposals Form)
4. Departmental mergers and name changes
5. Program revisions (Submit with completed Curriculum Proposals Form)
6. Distance or online delivery of previously authorized degree or certificate programs
7. Placement of program into moratorium (No Program Termination Checklist at this time – document steps taken to notify students, faculty, and other constituents and include this information on checklist at time of termination if not reinstated)
8. Filing Notice of Intent to Terminate/Withdraw existing majors, minors, options, and certificates (No Program Termination Checklist at this time)
9. Terminate/withdraw existing majors, minors, options, and certificates (Submit with completed Program Termination Checklist)

## Montana Board of Regents

### LEVEL I REQUEST FORM

- 1. Options within an existing major or degree** (Submit with completed Curriculum Proposals Form);
- 2. Eliminating organizational units within larger institutions such as departments, divisions and colleges or schools with the exception of the Colleges of Technology where changes require Board action** (Submit with completed Curriculum Proposals Form)
- 3. Consolidating existing programs and/or degrees** (Submit with completed Curriculum Proposals Form)

#### **C. Temporary Certificate or A.A.S. degree programs**

Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and /or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

All other Level I Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

#### **D. Campus Certificates**

Although certificate programs of 29 credits or fewer may be implemented by the individual campuses without approval by the board of regents, those certificates do need to be reported to the office of the commissioner of higher education and listed on the Montana University System's official degree and program inventory. These Level I proposals will be listed as information items at the next regular meeting of the board.

**Specify Request:**