ACADEMIC SENATE PROPOSAL TRACKING SHEET

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

Proposal # 23-1	Title: Course Changes: Add Prerequisite and a Capstone Course

(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	09/20/23	Tracking form initiated	Brittany Garden	9/21/23		Casey Donoven	9/21/23	
General Education Committee (if applicable)		☐ Approved ☐ Disapproved						
Curriculum Committee (if applicable)	11/7/2023	☐ Approved ☐ Disapproved	Casey Donoven DocuSigned by: A3A6723DAD5DA61	11/7/2023	Proposal was passed with addition of statement regarding credit totals.			
Academic Senate	11/18/2023	☒ Approved ☐ Disapproved	Valerie Guerin DocuSigned by: DE985B0729A1438...	11/18/2023				
Provost		☒ Approved ☐ Disapproved						
Chancellor		☒ Approved ☐ Disapproved	01/07/24					
MSU		☐ Approved ☐ Disapproved						
BOR		☐ Approved ☐ Disapproved						
NWCCU		☐ Approved ☐ Disapproved						
Provost		☐ Advise originating college and Academic Senate of status. Update Web page. ☐ Disapproved	1.4.2024					
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)

PROGRAM/DEGREE REVISION FORM

NEW _____ DROPPED _____ MAJOR REVISION _x_ FOR INFORMATION ONLY _____

College _COTS_____ Program Area _Bachelor of Applied Science in Trades_ Management

Submitter _Barbara Zuck_____ Dean _~Steven Don~_____ Date _8/30/2023_

Signature _~Barbara Zuck~_   Signature (indicates "college" level approval)   ~Steven Don~

PROPOSAL TITLE: Course Changes: Include Prerequisites and a Capstone Course

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

Eliminate CET 498: Cooperative Education and replace this course with BMGT 448: Entrepreneurship. BMGT 448: Entrepreneurship will become the Capstone course for this degree.

Eliminate BUS 348 and replace this course with ACTG 201: Financial Accounting because this course is a prerequisite for ACTG 202 and a foundational accounting course. *"In determining the number of credits in a degree program under this policy, campuses will include every class that a student must complete to earn the credential, including (but not limited to) pre-requisite classes, classes that must be completed to apply for admission to a program and general education coursework. The only classes that are excluded from this credit calculation are remedial or developmental courses."*

Eliminate BMGT 329: Human Resource Management and replace this course with ACTG 202: Managerial Accounting because this course is a prerequisite for ACTG 410 and a foundational accounting course. Per Board of Regents Policy 301.11, prerequisite courses must be included. *"In determining the number of credits in a degree program under this policy, campuses will include every class that a student must complete to earn the credential, including (but not limited to) pre-requisite classes, classes that must be completed to apply for admission to a program and general education coursework. The only classes that are excluded from this credit calculation are remedial or developmental courses."*

Eliminate BMGT 322: Operations Management because the program had too many course credits, per Board of Regents Policy 301.11 – Undergraduate Degree Requirements.

Eliminate BGEN 468: Contemporary Issues in Business Ethics because the program had too many course credits, per Board of Regents Policy 301.11 – Undergraduate Degree Requirements.

Require BGEN 360: International Business for General Education, Category V – Cultural Diversity.

Require CAPP 156: MS Excel for General Education, Category VII – Technology.

MONTANA STATE UNIVERSITY NORTHERN

Academic Senate Tracking Sheet Correction Form

Date: 11/1/23

Proposal: 23-1

Title: BAS in Trades Management

Brief description of the correction to be made (if more space is needed use the back of the sheet):

Adding the following disclaimer:

"Students that have already completed some general education credits in an AAS may count these toward the 33 general education credits for this degree but are still required to take a minimum of 60 credits in the BAS to meet the 120 credits to graduate."

Name of Person making the correction: Barbara Zuck

Phone # (if more information is needed): 4175

Date returned back to the Senate Secretary: 11/1/23

In the space below, please provide a "before and after" picture of the program with the changes in the program noted with an * in the CHANGE column. Attach appropriate Course Revision Forms.

Current Program
in __2022-23_ Catalog

Course Prefix	#	Course Title	Credits
ACTG	410	Cost/Mgmt Acct 1	3
BMGT	329	Human Resource Management	3
BMGT	335	Management & Organization	3
BMKT	325	Principles of Marketing	3
BMGT	422	Project Management	3
BFIN	322	Business Finance	3
BUS	348	Business Communication	3
BGEN	468	Contemporary Issues in Bus Ethics	3
BMIS	311	Management Information Systems	3
BGMT	322	Operations Management	3
CET	498	Cooperative Education	3
		General Education Core	33
		AAS Degree; Maximum 60 of those credits (including 9 required general education credits will apply to this degree.	51
		Total	117

Proposed Program
for __2023-24__ Catalog

Course Prefix	#	Course Title	Gen-Ed Credits	Degree Credits	Change
ACTG	410	Cost/Mgmt Acct 1		3	
BMGT	329	Human Resource Management		3	*
BMGT	335	Management & Organization		3	
BMKT	325	Principles of Marketing		3	
BMGT	422	Project Management		3	
BFIN	322	Business Finance		3	
BUS	348	Business Communication		3	*
BGEN	468	Contemporary Issues in Bus Ethics		3	*
BMIS	311	Management Information Systems		3	
BGMT	322	Operations Management		3	*
CET	498	Cooperative Education		3	*
BMGT	448	Entrepreneurship		3	*
ACTG	201	Principles of Financial Accounting		3	*
ACTG	202	Principles of Managerial Accounting		3	*
BGEN	360	International Business	3		
CAPP	156	MS Excel	3		
		General Education Core	27		
		Total	33	27	

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

None.

SUBJECT: ACADEMIC AFFAIRS
Policy 301.11 – Undergraduate Degree Requirements
Effective: November 17, 2006; Issued: November 27, 2006

C. The burden of proof will be on the campuses requesting exceptions to document that any or all of the above conditions are present with regard to their particular situation.

D. The board of regents understands that additional hours beyond the minimum required for the baccalaureate degree would be desirable for many students to broaden their general education, to deepen their knowledge and preparation in a specific discipline, and to improve their chances for employment. The board anticipates that the advising process will make these opportunities known to students. However, the desirability of additional education to achieve these or other goals is not sufficient rationale for an exception to the 120-hour requirement, which is intended for students who wish to enter the job market or pursue graduate/professional education as soon as possible.

E. Campuses wishing to award outcomes-based undergraduate degrees will submit proposals for approval by the board of regents in the normal process for approval of degrees.

<u>History:</u>

Item 89-002-R1195, Undergraduate Requirements; Montana University System, approved by the Board of Regents on March 29, 1996; as revised November 18, 1999 (Item 104-103-R0999). Revised May 20, 2005 (Item 127-114-R0505), language and format changes. Revised November 17, 2006 (Item 133-101-R1106).

SUBJECT: ACADEMIC AFFAIRS
Policy 301.11 – Undergraduate Degree Requirements
Effective: November 17, 2006; Issued: November 27, 2006

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1. Board Policy:

A. Requirements for baccalaureate degrees offered by units of the Montana university system (MUS) are limited to a maximum of 120 semester hours of credit. Exceptions to this policy must be recommended by the units, reviewed by the office of the commissioner of higher education, and approved by the board of regents. Exceptions will be limited in number and approved only on the basis of the criteria listed below.

B. The campuses of the MUS are encouraged to develop outcomes-based programs as alternatives to the awarding of undergraduate degrees based upon the earning of credit hours. Degree requirements for these programs will be based upon what the student must know and be able to do to earn a baccalaureate degree in a specific major. The campus will award the degree to a student who demonstrates the appropriate knowledge and abilities without regard for the earning of credit hours or the amount of time spent working toward the degree.

C. Units of the MUS are authorized to award the Bachelor of Applied Science (BAS) degree, a specialized baccalaureate degree that builds on an Associate of Applied Science (AAS) degree. Because an AAS degree is ordinarily considered a terminal credential, guidelines for the BAS degree are appropriate. The BAS is an "inverted degree" with the following characteristics:

1. A minimum of 60 credits in the AAS degree credited toward the BAS degree.
2. Completion of a general education program that satisfies the requirements of board policy 301.10.
3. The remainder of the 120 credits required for the degree met through upper-division coursework in an area of concentration customized to connect the student's AAS degree and educational/occupational goals. This part of the BAS degree may be 20-30 credits, depending on the number of credits completed to satisfy the general education requirements of paragraph C (2) above.

D. In determining the number of credits in a degree program under this policy, campuses will include every class that a student must complete to earn the credential, including (but not limited to) pre-requisite classes, classes that must be completed to apply for admission to a program and general education coursework. The only classes that are excluded from this credit calculation are remedial or developmental courses.

II. Procedure:

A. Campuses seeking exceptions to the 120-maximum must submit formal requests to the board of regents for approval, following the guidelines established by policy 303.1. The request shall be considered a Level II change. The rationale for the exception must document the existence of one or more of the criteria in paragraph B below.

B. Criteria
   1. Accreditation standards of the appropriate specialized accrediting agency mandate a baccalaureate program of over 120 credit hours.
   2. Licensing standards of the profession involved require a baccalaureate program of over 120 credit hours.
   3. Employment and initial success in the profession require a baccalaureate program of over 120 credit hours.

Bachelor of Applied Science in Trades Management

*** A student entering this program will have completed an Associate of Applied Science (AAS) degree in plumbing, electrical, construction trades, carpentry, construction technology, culinary arts, electronics technology, energy technology, industrial machine technology, machine tool technology, metals technology, sheet metal technology, surveying, sustainable energy technology, or welding technology from any member of the Montana University System or from those Montana tribal colleges, with which MSU-Northern have articulated with. A maximum of 60 of those credits (including 9 required general education credits) will apply to this degree***

	General Education Core	33
ACTG 410	Cost/Mgmt Acct I	3
BMGT 329	Human Resource Management	3
BMGT 335	Management & Organization	3
BMKT 325	Principles of Marketing	3
BMGT 422	Project Management	3
BFIN 322	Business Finance	3
BUS 348	Business Communications	3
BGEN 468	Contemp Issues in Bus Ethics	3
BMIS 311	Management Information Systems	3
BMGT 322	Operations Management	3
CET 498	Cooperative Education	3

2022-23 CATALOG