

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

<b>Proposal #</b> 23-56	<b>Title:</b> Major Revisions to GEO 102
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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 (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		Tracking form initiated	<small>DocuSigned by:</small> <i>Brittany Garden</i>	6/7/2024				
General Education Committee (if applicable)		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	<small>7131CG8454D9468...</small>					
Curriculum Committee (if applicable)		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	<small>Signed by:</small> <i>Casey Donovan</i>	10/8/2024	NA			
Academic Senate		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	<small>A3AAF230AD5D4B1... DocuSigned by:</small> <i>Valerie Guyant</i>	10/9/2024	NA			
Provost		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	<small>DE995B0729A143B...</small> <i>Jefferson</i>	10/10/24				
Chancellor		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	<i>Gregory O. Kopf</i>	10.15.2024				
MSU		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	N/A					
BOR		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	N/A					
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.



**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 CASE Program Area GeologySubmitter Kyra Kaercher Dean Beth Dunsche Date 4-23-24  
Signature Signature (indicates "college" level approval)

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

Making the GEO 101: Introduction to Physical Geology 3 credits and GEO 102: Introduction to Physical Geology Lab 1 Credit. This will match other schools in the Montana System. I am also rewriting the course description, to better describe the course.

Please provide the following information:

**Course Prefix & No.:** GEO 102**Current Course Title:** Introduction to Physical Geology Lab**Proposed Course Title (when applicable):****Current # of Credits:** 0**Proposed # of Credits (when applicable):** 1**[please specify degrees]:****Required by:****Selective in:****Elective in:****General Education Category:** CAT II**Lecture:****Lecture/Lab:****Gradable Lab:** 1**Lecture contact hours per week:****Lab contact hours per week:****Current Catalog Description (include all prerequisites):**

Laboratory for GEO 101. Co-requisite: GEO 101.

**Proposed or New Catalog Description (include all prerequisites):**

This class is an introduction to lab work in geology. Labs will consist of a brief introductory discussion with the remaining lab time devoted to hands-on work with rocks, earth materials, maps, and models of geosciences processes. The objective of this course is to familiarize you with basic geologic concepts and the methods used to study them. Emphasis will be on observation and description, the building of a "geologic toolbox", and application of these skills in interpreting geologic processes. Co-requisite: GEO 101. This course does meet the laboratory science requirement.

**Course Outcomes/Objectives:**

- Becoming familiar with the terminology used in geology

- Differentiating between the three principal rock types (igneous, sedimentary, and metamorphic)
- Using observations of different properties to identify a variety minerals and rocks.
- Understanding how to read and create maps (topological, geological, hydrological, resource)

**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.**

Updated 4/4/2023