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

Proposal # 23-67	Title: Removing CMLD 260 as Prerequisite for PSCI 411

(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	*DocuSigned by:* Brittany Garden 7131CC9454D9458...	6/7/2024				
General Education Committee (if applicable)		☐ Approved ☐ Disapproved						
Curriculum Committee (if applicable)		☒ Approved ☐ Disapproved	*Signed by:* Casey Donovan	10/8/2024	NA			
Academic Senate		☒ Approved ☐ Disapproved	*DocuSigned by:* Valerie Gugant DE995B0729A143B...	10/9/2024	NA			
Provost		☒ Approved ☐ Disapproved	Jennifer Brown	10/10/24				
Chancellor		☒ Approved ☐ Disapproved	Gregory O. Kegel	10.15.2024				
MSU		☐ Approved ☐ Disapproved	N/A					
BOR		☐ Approved ☐ Disapproved	N/A					
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 _____

College CASE _____ Program Area Community Leadership _____ Date 3/8/24

Submitter _Randy Bachman_ Dean _Beth Durodoye_ Date 3-8-24
      Signature   Signature (indicates "college" level approval)

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

CMLD 260 is unnecessary as a prerequisite for the content and objectives of this course.

Please provide the following information:

College:	CASE
Program Area:	Community Leadership
Date:	3/8/24
Course Prefix & No.:	PSCI 411
Course Title:	Nonprofit Grant Writing
Credits:	3
Required by:	Community Leadership

Selective in:
Elective in:
General Education:

Lecture:	3
Lecture/Lab:	0
Gradable Lab:	0
Contact hours lecture:	3
Contact hours lab:	0

Current Catalog Description (include all prerequisites):

Identification of funding needs and priorities, researching grant-giving organizations, identification of potential funding agencies, development of proposals, preparation and submission of grant applications, techniques for approaching grant-giving organizations, responses to decisions made by granting organizations, and management of grants. Prerequisite: CMLD 260 or permission of instructor.

Proposed or New Catalog Description (include all prerequisites):

This course provides an overview of grantsmanship, including the identification of funding needs and priorities, researching grant-giving organizations, identification of potential funding agencies, development of proposals, preparation and submission of grant applications, techniques for approaching grant-giving organizations, responses to decisions made by granting organizations, and management of grants.

Course Outcome Objectives:

- Define and explain essential grantsmanship terminology and concepts;
- Model the foundational processes and skills involved in grant planning;
- Model the foundational processes and skills involved in grant writing;
- Compose a complete proposal as preparation for a formal grant application;
- Model the foundational processes and skills involved in grant writing by adapting a proposal to a grantmaker's RFP; and,
- Model the foundational processes and skills involved in grants management.

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

NA

Updated 09/29/05