## Curriculum Proposal

**MASC 19-20 #16**

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### Course Modification

1.3 MASC 2780 Culmination (3 credits); prerequisite change

1.5 MASC 3330 Performance and Production (3 credits); prerequisite change

1.7 MASC 3450 Advanced Field Production (3 credits); prerequisite change

1.9 MASC 3480 Advanced Audio Production (3 credits); prerequisite change

1.12 MASC 4303 Final Media Showcase (3 credits); prerequisite change

1.14 MASC 4312 Production Company (3 credits); prerequisite change

1.16 MASC 4450 Multimedia Production (3 credits); prerequisite change

1.19 Signatures
BSU Curriculum Forms

Form 1

Curriculum Modification Summary

College: College of Business, Mathematics and Sciences
Department: Integrated Media
Proposer: Dr. Valica Boudry
Proposer’s position: Department Chair, Integrated Media Department

Describe the modification(s) you propose, and how it (/they) will work to students’ advantage. (This description and explanation will be included in Curriculum Report packets forwarded to the Faculty Senate.):

Due to lower enrollment in some of the mass communication major’s advanced courses, we will be scheduling them less often. So we have revised some of the course’s pre-requisites so that students can take the advanced courses concurrently with other advanced courses.

Prior to this, we were attempting to track students through courses in a certain order. That worked when we offered all the classes once a year, but since we will no longer be offering some courses every year, we needed to adjust the pre-requisite sequence in such a way as to allow students to move through the track in a timely fashion and graduate on time.

While it might seem like we are adding more pre-reqs than what were originally on the class, the current pre-reqs were classes that had the lower level course pre-reqs to them, so in essence, students will now only have to have the lower course pre-reqs to take the advanced courses, not the advanced course pre-reqs.

For all but one of the Form 2s, the changes are only in revising the pre-requisites a bit.

One class, MASC 2780—Culmination, we added the pre-requisite of being either a Mass Communication or Marketing Communication major. We made this change because this is a bookend course to the department’s MASC 4840-Portfolio class. It is focused on the industry these students will work in. We needed to ensure there is room in the course for students from both majors.

Modifications proposed (specify number of each):

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7 Course Modification(s) (form 2)
New Course(s) (form 3)
Course Drop(s) (form 4)
Program Modification(s) (form 5)
_____New Program(s) (form 6)
_____Program Drop(s) (form 7)
The modifications affect (check):
_____Liberal Education
____X____Undergraduate Curriculum
_____Graduate Curriculum
_____Teacher Licensure Program(s)
BSU Curriculum Forms

Form 2
Updated 9.19.15

Course Modification Form

Current Course Number(s):
   Undergraduate: MASC 2780
   Graduate:
Proposed Course Number(s), if different:
   Undergraduate:
   Graduate:

Current Course Title: Culmination
Proposed Course Title, if different:

Current Course Description: Prepares students to apply for an internship or job. Students will work on their resumes, portfolio and interview skills, as well as explore and discuss how their passion, values, skills and abilities play out in their personal and professional life.

Note: Change to prerequisites only
Proposed Course Description, if different:
Prepares students to apply for an internship or job. Students will work on their resumes, portfolio and interview skills, as well as explore and discuss how their passion, values, skills and abilities play out in their personal and professional life.

Prerequisite(s):
Mass Communication or Marketing Communication major

Current Credits: 3
Proposed Credits, if different:

Curriculum Coord: Hard code prereq’s & add prereq’s will be enforced message
Current Prerequisite(s):
   Undergraduate: None
   Graduate:
Proposed Prerequisite(s), if different:
   Undergraduate: Mass Communication or Marketing Communication major
   Graduate:

1) Reason(s) for change(s): This class is a bookend class to the department’s MASC 4840-Portfolio class. It is focused on the industry these students will work in. We need to ensure there is room in the classes for students from both majors.

2) May this modified course replace the current course for students remaining in the old curriculum? Yes __X__ No _____ If not, please drop the current course and submit a new course form for the modification.
3) Do these modifications change any of the following? **For all Yes answers, please provide updated information on the next page.**

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>
| Student Learning Outcomes | Yes | No
| Major Content Areas     | Yes | No
| Projected Maximum Class Size (Cap) | Yes | No

1.17.2020 Current learning outcomes & major content areas reviewed by proposer and are accurate.

4) Current Course fee(s) per student: $**None**

for:

Proposed Course fee(s) per student, if different: $ for:

5) Service Areas:

This course is a requirement or an elective in the programs/areas listed below. To locate where this course appears please search the online catalog, as follows:

a) go to [http://www.bemidjistate.edu/academics/catalog/](http://www.bemidjistate.edu/academics/catalog/) and choose the most recent catalog(s),

b) click on “Areas of Study, and Course Descriptions,”

c) click on “PDF of Entire Catalog” in upper right,

d) press Ctrl F, and enter the prefix and number of the course(s) from this form.

Non-licensure programs:
- Marketing Communication, B.S. major
- Mass Communication, B.S. major

Teacher Licensure programs:

Liberal Education:

This course is a prerequisite for:
- MASC 4840 Portfolio

The above “service area” programs/departments were notified of this modification on ________ (date) by ___________________ (mail, email, or phone).

Please check one of the items below:

_______ No comments were received from other programs or departments within one week of the notification.

_______ Comments were received within one week of the notification, and are attached.
BSU Curriculum Forms

Form 2
Updated 9.19.15

Course Modification Form

Current Course Number(s):
   Undergraduate: MASC 3330
   Graduate:
Proposed Course Number(s), if different:
   Undergraduate:
   Graduate:

Current Course Title: **Performance and Production**
Proposed Course Title, if different:

Current Course Description: This is an advanced media production course that provides an in-depth understanding of live programming, production, and field reporting. Students are taught how to perform professionally on-air in television, radio and web-based streaming environments. Prerequisite(s): MASC 3450 and MASC 3480

Note: Change to prerequisites only
Proposed Course Description, if different:
This is an advanced media production course that provides an in-depth understanding of live programming, production, and field reporting. Students are taught how to perform professionally on-air in television, radio and web-based streaming environments. Prerequisite(s): MASC 2243, MASC 2250, MASC 3251

Current Credits: 3
Proposed Credits, if different:

Current Prerequisite(s):
   Undergraduate: **MASC 3450 and MASC 3480**
   Graduate:
Proposed Prerequisite(s), if different:
   Undergraduate: **MASC 2243, MASC 2250, MASC 3251**
   Graduate:

1) Reason(s) for change(s): Due to lower enrollment in some of the mass communication major’s advanced classes, we will be scheduling them less often. Thus we want students to be able to take some of the current course’s pre-reqs concurrently with this class.
2) May this modified course replace the current course for students remaining in the old curriculum? Yes __X____ No _____ If not, please drop the current course and submit a new course form for the modification.

3) Do these modifications change any of the following? **For all Yes answers, please provide updated information on the next page.**
   - Student Learning Outcomes Yes _____ No __X____
   - Major Content Areas Yes _____ No __X____
   - Projected Maximum Class Size (Cap) Yes _____ No __X____

1.17.2020 Current learning outcomes & major content areas reviewed by proposer and are accurate.

4) Current Course fee(s) per student: $ **None**
   for:
   Proposed Course fee(s) per student, if different: $ 
   for:

5) Service Areas:
This course is a requirement or an elective in the programs/areas listed below. To locate where this course appears please search the online catalog, as follows:
   a) go to [http://www.bemidjistate.edu/academics/catalog/](http://www.bemidjistate.edu/academics/catalog/) and choose the most recent catalog(s).
   b) click on “Areas of Study, and Course Descriptions,”
   c) click on “PDF of Entire Catalog” in upper right,
   d) press Ctrl F, and enter the prefix and number of the course(s) from this form.

   Non-licensure programs:
   Mass Communication, B.S. major
   Mass Communication minor

   Teacher Licensure programs:

   Liberal Education:

   This course is a prerequisite for: **NONE**

The above “service area” programs.departments were notified of this modification on ________ (date) by ____________________ (mail, email, or phone).

Please check one of the items below:

______ No comments were received from other programs or departments within one week of the notification.

______ Comments were received within one week of the notification, and are attached.
BSU Curriculum Forms

Form 2  
Updated 9.19.15

Course Modification Form

Current Course Number(s):
  Undergraduate: MASC 3450
  Graduate:
Proposed Course Number(s), if different:
  Undergraduate:
  Graduate:

Current Course Title: Advanced Field Production
Proposed Course Title, if different:

Current Course Description: An advanced media course in which students learn hands-on, single camera production on-location. Areas of study include documentary, advanced news gathering, and experimental/music video. All projects are edited with non-linear computer systems and published to DVD and Web. Lab hours required. Prerequisite(s): MASC 2250 and MASC 3251

Note: Change to prerequisites only
Proposed Course Description, if different:
An advanced media course in which students learn hands-on, single camera production on-location. Areas of study include documentary, advanced news gathering, and experimental/music video. All projects are edited with non-linear computer systems and published to DVD and Web. Lab hours required. Prerequisite(s): MASC 2243, MASC 2250, MASC 3251

Current Credits: 3
Proposed Credits, if different:

Current Prerequisite(s): MASC 2250 and MASC 3251
  Undergraduate:
  Graduate:
Proposed Prerequisite(s), if different: MASC 2243, MASC 2250, MASC 3251
  Undergraduate:
  Graduate:

1) Reason(s) for change(s): Due to lower enrollment in some of the mass communication major’s advanced classes, we will be scheduling them less often. Thus we want students to be able to take some of the current course’s pre-reqs concurrently with this class.
2) May this modified course replace the current course for students remaining in the old curriculum? Yes __X__ No _____ If not, please drop the current course and submit a new course form for the modification.

3) Do these modifications change any of the following? **For all Yes answers, please provide updated information on the next page.**
   - Student Learning Outcomes: Yes _____ No __X__
   - Major Content Areas: Yes _____ No __X__
   - Projected Maximum Class Size (Cap): Yes _____ No __X__

1.17.2020 Current learning outcomes & major content areas reviewed by proposer and are accurate.

4) Current Course fee(s) per student: $**None**
   for:
   Proposed Course fee(s) per student, if different: $
   for:

5) Service Areas:
   This course is a requirement or an elective in the programs/areas listed below. To locate where this course appears please search the online catalog, as follows:
   a) go to [http://www.bemidjistate.edu/academics/catalog/](http://www.bemidjistate.edu/academics/catalog/) and choose the most recent catalog(s),
   b) click on “Areas of Study, and Course Descriptions,”
   c) click on “PDF of Entire Catalog” in upper right,
   d) press Ctrl F, and enter the prefix and number of the course(s) from this form.

   Non-licensure programs:
   Mass Communication, B.S. major

   Teacher Licensure programs:

   Liberal Education:

   This course is a prerequisite for: no courses

   The above “service area” programs/departments were notified of this modification on ______ (date) by ________________ (mail, email, or phone).

   Please check one of the items below:

   ______ No comments were received from other programs or departments within one week of the notification.

   ______ Comments were received within one week of the notification, and are attached.
BSU Curriculum Forms

Form 2
Updated 9.19.15

Course Modification Form

Current Course Number(s):
  Undergraduate: MASC 3480
  Graduate:
Proposed Course Number(s), if different:
  Undergraduate:
  Graduate:

Current Course Title: Advanced Audio Production
Proposed Course Title, if different:

Current Course Description: This course emphasizes the techniques of advanced audio production through hands-on experience in script writing, multiple-source audio recording, and multi-track editing. Students will be able to use the techniques learned in this class to produce advanced audio documentaries, advertisements, audio drama or sound tracks for film and video. In addition to lecture and demonstration, this course involves one-on-one, hands-on experience learning. A considerable amount of laboratory time is devoted to completing assigned audio productions. Each student will become proficient at the creative production process in-studio and on-location. The student will master their vocal abilities and become proficient at the production of creative audio ads. This course builds confidence in your production ability. Prerequisite(s): MASC 2243 and MASC 2250

Note: Change to prerequisites only
Proposed Course Description, if different:
This course emphasizes the techniques of advanced audio production through hands-on experience in script writing, multiple-source audio recording, and multi-track editing. Students will be able to use the techniques learned in this class to produce advanced audio documentaries, advertisements, audio drama or sound tracks for film and video. In addition to lecture and demonstration, this course involves one-on-one, hands-on experience learning. A considerable amount of laboratory time is devoted to completing assigned audio productions. Each student will become proficient at the creative production process in-studio and on-location. The student will master their vocal abilities and become proficient at the production of creative audio ads. This course builds confidence in your production ability. Prerequisite(s): MASC 2243, MASC 2250 and MASC 3251

Current Credits: 3
Proposed Credits, if different:

Current Prerequisite(s):
Undergraduate: **MASC 2243 and MASC 2250**
Graduate:

Proposed Prerequisite(s), if different:
Undergraduate: **MASC 2243, MASC 2250 and MASC 3251**
Graduate:

1) Reason(s) for change(s): **Due to lower enrollment in some of the mass communication major’s advanced classes, we will be scheduling them less often. Thus we want students to be able to take some of the current course’s pre-reqs concurrently with this class.**

2) May this modified course replace the current course for students remaining in the old curriculum? Yes ___X____ No _____ If not, please drop the current course and submit a new course form for the modification.

3) Do these modifications change any of the following? **For all Yes answers, please provide updated information on the next page.**

   Student Learning Outcomes   Yes _____  No ___X___
   Major Content Areas         Yes _____  No ___X___
   Projected Maximum Class Size (Cap) Yes _____  No ___X___

1.17.2020 Current learning outcomes & major content areas reviewed by proposer and are accurate.

4) **Current Course fee(s) per student:** $ None
   for:
   Proposed Course fee(s) per student, if different: $ None
   for:

5) **Service Areas:**
   This course is a requirement or an elective in the programs/areas listed below. To locate where this course appears please search the online catalog, as follows:
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   c) click on “PDF of Entire Catalog” in upper right,
   d) press Ctrl F, and enter the prefix and number of the course(s) from this form.

   Non-licensure programs:
   Mass Communication, B.S. major
   Mass Communication minor

   Teacher Licensure programs:

   Liberal Education:

   This course is a prerequisite for: no courses
The above “service area” programs/departments were notified of this modification on ________ (date) by __________________ (mail, email, or phone).

Please check one of the items below:

______ No comments were received from other programs or departments within one week of the notification.

______ Comments were received within one week of the notification, and are attached.
BSU Curriculum Forms

Form 2
Updated 9.19.15

Course Modification Form

Current Course Number(s):
  Undergraduate: MASC 4303
  Graduate:
Proposed Course Number(s), if different:
  Undergraduate:
  Graduate:

Current Course Title: Final Media Showcase
Proposed Course Title, if different:

Current Course Description: Students will produce a 'calling card' project with advice and guidance from faculty. The project will represent the student's highest achievement in media production. Projects can include audio recordings, video, live broadcast, digital cinema, and other emerging media. All students present their projects at a public showcase at the end of the semester. Students must complete a proposal and project timeline and submit it to the instructor prior to registration. Prerequisite(s): MASC 3330, MASC 4312 and have senior status

Note: Change to prerequisites only
Proposed Course Description, if different: Students will produce a 'calling card' project with advice and guidance from faculty. The project will represent the student's highest achievement in media production. Projects can include audio recordings, video, live broadcast, digital cinema, and other emerging media. All students present their projects at a public showcase at the end of the semester. Students must complete a proposal and project timeline and submit it to the instructor prior to registration. Prerequisite(s): MASC 2243, MASC 2250, MASC 3251 and have senior status.

Current Credits: 3
Proposed Credits, if different:

Current Prerequisite(s):
  Undergraduate: MASC 3330, MASC 4312 and have senior status
  Graduate:
Proposed Prerequisite(s), if different:
  Undergraduate: MASC 2243, MASC 2250, MASC 3251 and have senior status
  Graduate:

1) Reason(s) for change(s): Due to lower enrollment in some of the mass communication major’s advanced classes, we will be scheduling them less often.
Thus we want students to be able to take some of the current course’s pre-reqs concurrently with this class.

2) May this modified course replace the current course for students remaining in the old curriculum? Yes ___X___ No ____ If not, please drop the current course and submit a new course form for the modification.

3) Do these modifications change any of the following? For all Yes answers, please provide updated information on the next page.
   - Student Learning Outcomes: Yes _____ No ___X___
   - Major Content Areas: Yes _____ No ___X___
   - Projected Maximum Class Size (Cap): Yes _____ No ___X___

1.17.2020 Current learning outcomes & major content areas reviewed by proposer and are accurate.

4) Current Course fee(s) per student: $ None
   for:
   Proposed Course fee(s) per student, if different: $
   for:

5) Service Areas:
   This course is a requirement or an elective in the programs/areas listed below. To locate where this course appears please search the online catalog, as follows:
   a) go to http://www.bemidjistate.edu/academics/catalog/ and choose the most recent catalog(s),
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   c) click on “PDF of Entire Catalog” in upper right,
   d) press Ctrl F, and enter the prefix and number of the course(s) from this form.

   Non-licensure programs:
   Mass Communication, B.S. major

   Teacher Licensure programs:

   Liberal Education:

   This course is a prerequisite for: no courses

The above “service area” programs/departments were notified of this modification on _______ (date) by ___________________(mail, email, or phone).

Please check one of the items below:
   ______ No comments were received from other programs or departments within one week of the notification.

   ______ Comments were received within one week of the notification, and are attached.
BSU Curriculum Forms

Form 2
Updated 9.19.15

Course Modification Form

Current Course Number(s):
   Undergraduate: MASC 4312
   Graduate:
Proposed Course Number(s), if different:
   Undergraduate:
   Graduate:

Current Course Title: Production Company
Proposed Course Title, if different:

Current Course Description: Build your resume and portfolio with practical experience working with real clients. Work collaboratively with community organizations and businesses to analyze needs, develop plans, and create media and marketing products. Prerequisite(s): MASC 3450 and MASC 3480

Note: Change to prerequisites only.
Proposed Course Description, if different:
Build your resume and portfolio with practical experience working with real clients. Work collaboratively with community organizations and businesses to analyze needs, develop plans, and create media and marketing products. Prerequisite(s): MASC 2243, MASC 2250, MASC 3251.

Current Credits: 3
Proposed Credits, if different:

Current Prerequisite(s):
   Undergraduate: MASC 3450 and MASC 3480
   Graduate:
Proposed Prerequisite(s), if different:
   Undergraduate: MASC 2243, MASC 2250, MASC 3251
   Graduate:

1) Reason(s) for change(s): Due to lower enrollment in some of the mass communication major’s advanced classes, we will be scheduling them less often. Thus we want students to be able to take some of the current course’s pre-reqs concurrently with this class.

2) May this modified course replace the current course for students remaining in the old curriculum? Yes ___X___ No ______ If not, please drop the current course and submit a new course form for the modification.
3) Do these modifications change any of the following? **For all Yes answers, please provide updated information on the next page.**

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Learning Outcomes</td>
<td>____</td>
<td>X</td>
</tr>
<tr>
<td>Major Content Areas</td>
<td>____</td>
<td>X</td>
</tr>
<tr>
<td>Projected Maximum Class Size (Cap)</td>
<td>____</td>
<td>X</td>
</tr>
</tbody>
</table>

1.17.2020 Current learning outcomes & major content areas reviewed by proposer and are accurate.

4) Current Course fee(s) per student: **$ None**

   for:

   Proposed Course fee(s) per student, if different: $ ____________

5) Service Areas:

   This course is a requirement or an elective in the programs/areas listed below. To locate where this course appears please search the online catalog, as follows:

   a) go to [http://www.bemidjistate.edu/academics/catalog/](http://www.bemidjistate.edu/academics/catalog/) and choose the most recent catalog(s),
   
   b) click on “Areas of Study, and Course Descriptions,”
   
   c) click on “PDF of Entire Catalog” in upper right,
   
   d) press Ctrl F, and enter the prefix and number of the course(s) from this form.

   Non-licensure programs:
   Mass Communication, B.S. major

   Teacher Licensure programs:

   Liberal Education:

   This course is a prerequisite for: no courses

   The above “service area” programs/departments were notified of this modification on ______ (date) by ____________________ (mail, email, or phone).

   Please check one of the items below:

   ______ No comments were received from other programs or departments within one week of the notification.

   ______ Comments were received within one week of the notification, and are attached.
BSU Curriculum Forms

Form 2
Updated 9.19.15

Course Modification Form

Current Course Number(s):
   Undergraduate: MASC 4450
   Graduate:
Proposed Course Number(s), if different:
   Undergraduate:
   Graduate:

Current Course Title: Multimedia Production
Proposed Course Title, if different:

Current Course Description: Learn how to conceptualize and create multimedia projects. This course gives instruction on how to research and produce content across platforms using video, photos, audio and text to create in-depth projects.
Prerequisite(s): MASC 3150, MASC 4333 and senior status

Note: Change to prerequisites only
Proposed Course Description, if different:
Learn how to conceptualize and create multimedia projects. This course gives instruction on how to research and produce content across platforms using video, photos, audio and text to create in-depth projects. Prerequisite(s): MASC 2443, MASC 2460, MASC 3720 and senior status.

Current Credits: 3
Proposed Credits, if different:

Current Prerequisite(s):
   Undergraduate: MASC 3150, MASC 4333 and senior status
   Graduate:
Proposed Prerequisite(s), if different:
   Undergraduate: MASC 2443, MASC 2460, MASC 3720 and senior status
   Graduate:

1) Reason(s) for change(s): Due to lower enrollment in some of the mass communication major’s advanced classes, we will be scheduling them less often. Thus we want students to be able to take some of the current course’s pre-reqs concurrently with this class. The proposed pre-reqs are courses they would have to take to get into the current pre-reqs. The senior status is because this is a capstone class in the mass communication major.
2) May this modified course replace the current course for students remaining in the old curriculum? Yes __X__ No _____ If not, please drop the current course and submit a new course form for the modification.

3) Do these modifications change any of the following? **For all Yes answers, please provide updated information on the next page.**

   - Student Learning Outcomes  Yes __X__  No _____
   - Major Content Areas  Yes __X__  No _____
   - Projected Maximum Class Size (Cap)  Yes _____  No __X__

**Current major content areas:**

   **C. OUTLINE OF MAJOR CONTENT AREAS**
   - 1. Content & Talent
   - 2. Designing & Producing
   - 3. Images
   - 4. Making Multimedia
   - 5. Multimedia Skills
   - 6. Planning & Costing
   - 7. Sound
   - 8. Text
   - 9. Video
   - 10. WordPress

**Revise major content areas to remove 1, 6, & 10**

- 1. Content & Talent
- 6. Planning & Costing
- 10. WordPress

**Current learning outcomes:**

   **D. LEARNING OUTCOMES (General)**
   - 1. apply tools and technologies appropriate for the communication professions in which they will work
   - 2. understand concepts and apply theories in the use and presentation of media information in multiple forms
   - 3. write correctly and clearly in forms and styles appropriate for the communication professions, audiences and purposes they serve
   - 4. critically evaluate their own work and that of others for accuracy and fairness, clarity, appropriate style and grammatical correctness

**Replace all current learning outcomes with the following:**

- Understand the basics of multimedia storytelling
- Learn storytelling techniques that are useful in journalism, marketing and public relations
- Learn the basics of Wix.com
- Increase your multimedia reporting and interviewing skills
- Continue to develop your news judgment and ability to focus stories
4) Current Course fee(s) per student: $ **None**
for:
Proposed Course fee(s) per student, if different: $ 
for:

5) Service Areas:
This course is a requirement or an elective in the programs/areas listed below. To locate where this course appears please search the online catalog, as follows:
   a) go to [http://www.bemidjistate.edu/academics/catalog/](http://www.bemidjistate.edu/academics/catalog/) and choose the most recent catalog(s),
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   c) click on “PDF of Entire Catalog” in upper right,
   d) press Ctrl F, and enter the prefix and number of the course(s) from this form.

   Non-licensure programs:
   Mass Communication, B.S. major
   Mass Communication minor

   Teacher Licensure programs:

   Liberal Education:

   This course is a prerequisite for: no courses

The above “service area” programs/departments were notified of this modification on __________ (date) by ________________ (mail, email, or phone).

Please check one of the items below:

______ No comments were received from other programs or departments within one week of the notification.

______ Comments were received within one week of the notification, and are attached.
BSU Curriculum Forms

Form 8
Updated: 09.18.15

Signatures

_Valica Boudry / Professor / 10.04.2019
Proposer / Title / Date

_Valica Boudry / Integrated Media / 10.04.2019
Chair or Director / Department or Program / Date

_Young Seob Son / Business Administration / 1.08.2020
Chair or Director / Department or Program / Date

Note: "All departmental recommendations [on curriculum] must be reviewed and approved by the department's faculty."--IFO/MnSCU Master Agreement 2009-2011, 20.A.3 (p. 80).

At this point, packet goes to Records Office/Curriculum Coordinator to be logged in to the Curriculum Proposal Progress Grid.

_Marilyn Yoder / Business, Mathematics and Sciences / 10.03.2019
Dean / College / Date

Note: If proposal is sent back to the Proposer, please notify the Curriculum Coordinator. If approved, packet goes to Academic Affairs Office.