

# 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. Nursing, Technical Sciences, Arts & Sciences, Education) approval and must be signed by the submitter and the college chair/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): Teacher Education (if applicable), 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 Chair/Dean of the submitting college who then notifies the originator.)

Proposal # <u>02-20</u>	Title: <u>Change Number of Upper Division Credits Required for Bachelor Degrees</u>
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(proposal explanation, submitter and college chair/dean signatures on attached program/degree or course revision form)

Received by ACAD Senate Forwarded to Teacher Ed Council  Forwarded to Gen Ed Committee  Returned to ACAD Senate Forwarded to Curriculum Committee  Returned to ACAD Senate for Vote  Sent to Provost's office for Full Faculty vote Voted on at Full Faculty meeting  Forwarded to Provost for Approval/Disapproval * see attached implementation schedule Forwarded to Chancellor for Approval/Disapproval  Copies sent to originating college and registrar's office C/data/proposaltracking sheet ACAD 10 10 01	Date <u>1/31/03</u> <u>NA</u>  <u>NA</u>  <u>NA</u> <u>1/31/03</u>  <u>2/9/03</u>  <u>2/20/03</u> <u>2/25/03</u>  <u>2/26/03</u>  <u>2/26/03</u>  <u>3/10/03</u>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">Approved _____</td> <td style="width: 50%; text-align: center;">Disapproved _____</td> </tr> <tr> <td style="border-top: 1px solid black; text-align: center;">Signature _____</td> <td style="border-top: 1px solid black; text-align: center;">Date _____</td> </tr> <tr> <td style="text-align: center;">Approved _____</td> <td style="text-align: center;">Disapproved _____</td> </tr> <tr> <td style="border-top: 1px solid black; text-align: center;">Signature _____</td> <td style="border-top: 1px solid black; text-align: center;">Date _____</td> </tr> <tr> <td style="text-align: center;">Approved _____</td> <td style="text-align: center;">Disapproved _____</td> </tr> <tr> <td style="border-top: 1px solid black; text-align: center;">Signature _____</td> <td style="border-top: 1px solid black; text-align: center;">Date _____</td> </tr> <tr> <td style="text-align: center;">Approved _____</td> <td style="text-align: center;">Disapproved _____</td> </tr> <tr> <td style="border-top: 1px solid black; text-align: center;">Signature _____</td> <td style="border-top: 1px solid black; text-align: center;">Date _____</td> </tr> </table>	Approved _____	Disapproved _____	Signature _____	Date _____	Approved _____	Disapproved _____	Signature _____	Date _____	Approved _____	Disapproved _____	Signature _____	Date _____	Approved _____	Disapproved _____	Signature _____	Date _____
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PROCEDURAL SEQUENCE FOR ACADEMIC SENATE APPROVAL OF PROPOSALS

1. Submit all proposals to the Office of Academic Affairs.
2. The Senate President will log items and forward them to the appropriate Senate Subcommittee.
3. The Senate Subcommittee will send the proposals to the Senate. Only curricular items require being sent to the faculty 10 days (not working days) prior to the general faculty meeting.
4. Senate proposals will be considered by the Full Faculty.
5. If approved, the proposals will then be forwarded to the Provost and the Chancellor.

Proposals that require action to approve/disapprove/table or remand will be sent back to the Senate according to the monthly meeting schedule.

TITLE: A proposal to change the upper division credit requirement in bachelor degree programs from a percentage to a whole number.

SUBCOMMITTEE: \_\_\_\_\_ PROPOSAL #: \_\_\_\_\_

*A minimum of*  
PROPOSAL: ~~At least 39~~ of the total credits required for graduation in a bachelor's degree program at Montana State University-Northern must be at the 300 - 400 level, with the exception of B.S.Ed. degrees in education. ~~Those bachelor-degree, education programs must have at least 40 credits at the 300 - 400 level.~~ *WJ*

RATIONALE: The current policy concerning a minimum number of upper division credits in bachelor degree programs is confusing. It is stated in terms of a percentage, and the number is arbitrarily set at 31%.

The result is a wishy-washy standard for bachelor degree programs, since the resulting number is a fraction or portion of a credit. The following short table illustrates the problem:

- 1) 120-credit bachelor programs x 31% = 37.2 credits.
- 2) 124-credit bachelor programs x 31% = 38.44 credits.
- 3) 128-credit bachelor programs x 31% = 39.68 credits.

Because of the fractions or pieces of a credit, everyone on campus is free to interpret the calculation in any way that he/she chooses. Some people drop the decimal number and just go with what's left. Some people round down; some people round up. And everyone argues passionately for his/her practice.

The proposal would set the minimum number of upper division credits at a specific, whole number. I selected 39 credits for most bachelor degree programs, because it is divisible by 3, which is the typical number of credits earned in most classes at MSU-Northern. It does mean that the minimum number of upper division credits for most degree programs has been increased slightly; but that is far more defensible, from an academic and collegiate perspective, than reducing the number of upper division credits to 36.

The proposal also creates a different, slightly higher standard for bachelor of science degrees in education. But those programs are permitted to have 128 credits in the degree, which is higher than the minimum requirements for most degree programs at MSU-Northern. As a consequence, it is appropriate to expect more coursework at the 300 - 400 level.

I would urge the Academic Senate to make some change in this direction. I realize that the final, ultimate number of upper division credits is open to debate. But I hope the Senate will at least change the percentage figure to a whole number or numbers that most people can agree on. Elimination of the percentage figure would be a big step forward, along with all the arbitrary decisions that go with that figure.

ACTION SIGNATURES:

Roger Barbu  
Submitter

Dec. 27, 2002  
Date

\_\_\_\_\_  
College Chair/Dean      Approved \_\_\_\_\_ Disapproved \_\_\_\_\_      \_\_\_\_\_  
Date

\_\_\_\_\_  
Faculty Committee Chair      Approved \_\_\_\_\_ Disapproved \_\_\_\_\_      \_\_\_\_\_  
Date

\_\_\_\_\_  
Faculty Senate President      Approved \_\_\_\_\_ Disapproved \_\_\_\_\_      \_\_\_\_\_  
Date

\_\_\_\_\_  
Full Faculty      Approved \_\_\_\_\_ Disapproved \_\_\_\_\_      \_\_\_\_\_  
Date

\_\_\_\_\_  
Provost      Approved \_\_\_\_\_ Disapproved \_\_\_\_\_      \_\_\_\_\_  
Date

\_\_\_\_\_  
Chancellor      Approved \_\_\_\_\_ Disapproved \_\_\_\_\_      \_\_\_\_\_  
Date