

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. Arts & Sciences, Education and Nursing; 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) 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 Dean of the submitting college who then notifies the originator.)**

Proposal # 06-03	Title: Use of Plus/Minus Grades in Assigning Course Grades
(proposal explanation, submitter and college dean signatures on attached program/degree or course revision form)	

Received by ACAD Senate Forwarded to Teacher Ed Council	Date <u>9/11/06</u> NA	Approved _____ Disapproved _____ <hr/> Signature _____ Date _____ Approved _____ Disapproved _____ <hr/> Signature _____ Date _____
Forwarded to Gen Ed Committee	NA	Approved _____ Disapproved _____ <hr/> Signature _____ Date _____
Returned to ACAD Senate Forwarded to Curriculum Committee	9/11/06 NA	Approved _____ Disapproved _____ <hr/> Signature _____ Date _____
Returned to ACAD Senate for Vote	9/11/06	Approved <u>NA</u> Disapproved _____ Signature _____ Date <u>9/12/06</u>
Sent to Provost's office for Full Faculty vote Voted on at Full Faculty meeting	9/13/06 9/26/06	Approved _____ Disapproved _____ Signature _____ Date <u>9/13/06</u>
Forwarded to Provost for Approval/Disapproval	10/9/06	Approved _____ Disapproved _____ Signature _____ Date <u>10/11/06</u>
Forwarded to Chancellor for Approval/Disapproval	10/11/06	Approved _____ Disapproved _____ Signature _____ Date _____

Copies sent to originating college and registrar's office _____
 Updated 09/29/05

Policy Recommendation

Subject: Use of plus and minus grades in assigning course grades.

Background: Montana Board of Regents Policy 301.5.3 adopted May 20, 2005, specifies that all units of the Montana University System will adopt a grading system that includes the use of pluses and minuses in addition to a letter grade. The Banner system used by Montana State University – Northern, accepts the use of plus and minus grades. Regent policy has been established that specifies the point values of grades from A- through D- to be used in calculation of student Grade Point Average (GPA).

Policy: Faculty at Montana State University – Northern may use the following scale when assigning final grades to students in courses.

A, A-
B+, B, B-
C+, C, C-
D+, D, D-
F

Criteria for assigning these grades are left to the discretion of course faculty, and shall be clearly communicated to the students in the course using the course Syllabus or any other means of official course communications. These criteria should be provided to the students during the first week of class during each semester. Use of plus and minus grading is left to the discretion of course faculty.