

# 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 & Technical Sciences) approval and must be signed by the submitter and the Academic Senate Secretary.

NOT APPROVED

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 # <u>07-02</u>	Title: <u>Change to GENED Policy for Transfer "In" Students</u>
(proposal explanation, submitter and college dean signatures on attached program/degree or course revision form)	

	Date				
Received by ACAD Senate	<u>10-11-07</u>	Approved	_____	Disapproved	_____
Forwarded to Teacher Ed Council	<u>NA</u>	Signature	_____	Date	_____
Forwarded to Gen Ed Committee	<u>10-11-07</u>	Approved	<u>[Signature]</u>	Disapproved	_____
Returned to ACAD Senate	<u>11/15/07</u>	Signature	_____	Date	<u>11/18/07</u>
Forwarded to Curriculum Committee	<u>11/18/07</u>	Approved	<u>[Signature]</u>	Disapproved	<u>X</u>
Returned to ACAD Senate for Vote	<u>11/28/07</u>	Signature	_____	Date	<u>11/27/07</u>
Sent to Provost's office for Full Faculty vote	<u>2/20/08</u>	Approved	<u>NA</u>	Disapproved	_____
Voted on at Full Faculty meeting	<u>2/27/08</u>	Signature	_____	Date	_____
Forwarded to Provost for Approval/Disapproval	<u>2/27/08</u>	Approved	<u>[Signature]</u>	Disapproved	<u>X</u>
Forwarded to Chancellor for Approval/Disapproval	<u>3/28/08</u>	Signature	_____	Date	<u>3/27/08</u>
		Approved	_____	Disapproved	_____
		Signature	_____	Date	_____

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

*1. Current procedure is consistent & reliable. This change has too much potential for indiscriminate treatment of colls.*

## **Campus Policy or Procedure Change Proposal**

**Topic:** General Education

### **Present Policy or Procedure (from catalog or other source)**

Please see attached.

### **Proposed Policy or Procedure**

Students who begin their education at Northern will follow the current general education policy.

#### **Transfer Students:**

For students transferring in to Northern from another accredited institution of higher education, either an admissions representative or their faculty advisor is authorized to evaluate the student's transcript for the purposes of fulfilling the general education requirements. Rather than being restricted to the specific courses mandated in the current policy, courses completed in the following discipline areas will be acceptable:

Category I: Communication – Courses listed in the Transfer Guide as equivalent to ENGL 111, ENGL 112, SPCH 141, or SPCH 142.

Category II: Mathematics – Courses listed in the Transfer Guide as equivalent to MATH 110 or higher.

Category III: Natural Science (**one with lab**): courses with BIOL, CHEM, ESCI, GSCI, NSCI, PHYS, or TSCI prefixes will satisfy this requirement.

Category IV: Social Sciences – Courses with ECON, GEOG, POL, PSYC, SOC, or SOSOC prefixes will satisfy this requirement.

Category V: History – Courses with HIST prefixes will satisfy this requirement.

Category VI: Cultural Diversity – Courses with NAS or foreign language prefixes or courses that obviously address cultural diversity, determined either by verifying that it met the diversity requirement at the original university, or through verification of course content using the course description or syllabus, will satisfy this requirement.

Category VII: Fine Arts – Courses with ART, DRMA, GDSN, MUS, or ENGL prefixes will satisfy this requirement. Courses in the MUS prefix must be “performance” courses and must be determined either by verifying that it met the fine arts requirement at the

original university, or through verification of course content using the course description or syllabus.

Category VIII: Humanities – Courses with ART, ENGL, HUM, MUS, or PHIL prefixes, determined either by verifying that it met the humanities requirement at the original university, or through verification of course content using the course description or syllabus, will satisfy this requirement.

Category IX: Technology – Courses with CIS prefixes or courses equivalent to the current general education courses will satisfy this requirement.

**Note:** Courses with prefixes other than those listed above may be used to satisfy specific general education requirements based on generally accepted discipline category and the best judgment of the academic advisor. Examples are Anthropology, Journalism, etc. The faculty advisor will be the final authority as to the acceptability of a specific course in a specific category.

### **Rationale for Policy or Procedural Change**

Given the specificity of the present general education course policy, transfer students who have not previously completed an A.S. degree at their previous institution, or the entire MUS core, are being required to complete additional general education courses in cases where their courses do not match the specific courses delineated in our general education policy. The intention of this policy is to provide the academic advisor with the maximum flexibility in accepting previous coursework to satisfy Northern's general education requirements.

### **Impact on Students**

There will be no negative impact on those students who begin their education at Northern. There will, however, be a considerable positive impact on students transferring in to Northern.

### **Impact on the University**

The impact on Northern will be that transfer students will not need to take additional, unnecessary classes, thereby Northern will lose that additional revenue. In a positive sense, however, this change will make Northern more "transfer-friendly" and will make the system fairer to those students. In addition, this policy will reduce the "red-tape" as well as the work required of the Admissions and Standards Committee and the Registrar's office.

### **Impact on Retention**

Students are more likely to remain at an institution that treats them fairly. I believe that this change will have a positive impact on retention.

### **Possible Objections to this Proposal**

I can see at least three objections to this proposal. The first is that it will be too confusing to have different policies for different students. My response would be that being fair to all students should be our first priority and that the change will in fact, result in less confusion from the perspective of both students and their advisors.

The second objection may be that someone other than admissions staff and faculty advisors should decide. Since general education courses are typically "exposure" courses, I would argue that it does not take "special" knowledge to determine if that exposure has been achieved.

The third objection may be that the courses chosen to fulfill a specific category may not meet the outcomes for each category listed in the catalog and in our general education policy. Again, I would argue that since the ultimate goal of general education is that students be exposed to a broad spectrum of disciplines and knowledge areas, courses within those disciplines would meet those outcome requirements.

### **Limitations of this Proposal**

There may periodically be prefixes that the academic advisor does not feel qualified to determine the relevant category. In that case, that specific question will be forwarded to the Admissions and Standards Committee for resolution. Once that resolution is made, that prefix will be added to the listing of acceptable prefixes in that category.

Submitted by:  Date: 10/11/07

Category I (CAT I)	-- Communication (6 credits)	ENGL 111 <b>OR</b> ENGL 112 <b>AND</b> SPCH 141 <b>OR</b> 142 <b>OR</b> ENGL 366
Category II (CAT II)	-- Mathematics	MATH 110 or higher
Category III (CAT III) Students must take one science course that includes a lab. See course descriptions to verify this requirement.	-- Natural Sciences (6 credits)	AG 204, BIOL, CHEM, ESCI, GSCI, NSCI, PHYS, TSCI 110, TSCI 230, TSCI 304, TSCI 320
Category IV (CAT IV)	-- Social Sciences (3 credits)	CMSV 101, ECON 241, ECON 242, ECON 346, POL 134, POL 235, POL 303, PSYC 101, PSYC 205, PSYC 315, SOC 101, SOC 240, SOSC 201
Category V (CAT V)	-- History (3 credits)	HIST 131, HIST 132, HIST 141, HIST 142, HIST 216, HIST 374
Category VI (CAT VI)	-- Cultural Diversity (3 credits)	NAS 105, NAS 106, NAS 220, NAS 310, NAS 330, NAS 331, NAS 350, NAS 364, NURS 331, SOC 315, SPAN 105, SPAN 106
Category VII (CAT VII)	-- Fine Arts (3 credits)	ART 115, ART 120, ART 150, ART 151, ART 204, ART 353, ART 361, ART 362, DRMA 109, ENGL 311, GDSN 270, MUS 110
Category VIII (CAT VIII)	-- Humanities (3 credits)	ART 100, ENGL 114, ENGL 201, ENGL 202, ENGL; 214, ENGL 221, ENGL 222, ENGL 309 ENGL 310, ENGL 330, ENGL 385, HUM 201, MUS 101, PHIL 200, PHIL 210
Category IX (CAT IX)	-- Technology (3 credits)	AOT 301, CIS 110, CIS 111, CIS 320, IT 100

All students attending Montana State University-Northern for the first time Fall Semester 2005 and thereafter will need to meet the General Education Core below for graduation.

**\*\*Students planning to transfer to another institution before completing Northern's General Education Core would be well advised to take courses from the MUS Transferable Core found on page 13 of this catalog.\*\***

**MONTANA STATE UNIVERSITY – NORTHERN GENERAL EDUCATION CORE**

All students seeking an associate of arts, associate of science, or bachelor's degree at Montana State University-Northern are required to fulfill course work within each of the nine General Education categories as listed below:

ASSOCIATE OF ARTS (A.A.) ASSOCIATE OF SCIENCE (A.S.) BACHELOR OF ARTS BACHELOR OF SCIENCE	
Discipline Area	Minimum Required
CAT I: Communication	6 credits
CAT II: Mathematics	3 credits
CAT III: Natural Sciences (with lab)	6 credits
CAT IV: Social Sciences	3 credits
CAT V: History	3 credits
CAT VI: Cultural Diversity	3 credits
CAT VII: Fine Arts	3 credits
CAT VIII: Humanities	3 credits
CAT IX: Technology	3 credits
<b>Total General Education Core Credits</b>	<b>33 credits</b>

The following courses will satisfy the various categories of general education. If general education core classes are required in a program area, they can be counted towards fulfilling the general education core as well as the program requirement. (However, the number of the credits for the course only counts once toward the total credits of the degree). Students who transfer course work to MSU-Northern will have general education courses counted in the same category as the transferring institution, even if the course is not offered at MSU-Northern. **NOTE:** Different departments and academic units specify particular courses within a category to meet degree requirements. Students are urged to consult their academic advisor and the course requirements for their degree prior to selecting courses in General Education.