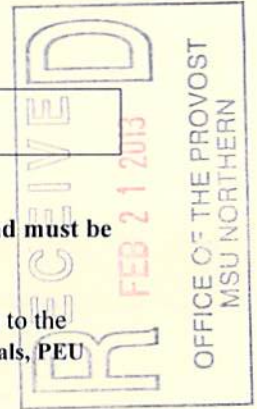


**ACADEMIC SENATE PROPOSAL TRACKING SHEET**  
**(Document To Be Originated By the Academic Senate Secretary On Canary Color Paper)**

<b>Proposal #</b> 12-30	<b>Title:</b> C- to C grade in Education
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(Proposal explanation, submitter and college dean signatures on attached program/degree or course revision form.)



**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 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 transmittal e-mail will be sent to the Recording Secretary of the receiving committee, cc Provost's Administrative Assistant, by the Academic Senate Secretary. 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 originator may request that the item be forwarded to the next body for consideration. The committee will provide written rationale to the originator, via the Academic Senate, when a proposal is disapproved and the proposal is returned to the originator. Upon completion of committee action, the proposal will be returned to the Academic Senate Secretary, and a transmittal e-mail sent by the Committee Recorder to the Senate Secretary, cc Provost's Administrative Assistant.
4. The Academic Senate considers the proposal and recommends approval or disapproval. If approved, the proposal is forwarded to the Provost for consideration. If the Academic Senate disapproves the proposal, the originator may request that the item be forwarded to the Full Faculty for consideration, utilizing the procedures set forth in the Senate Bylaws. The Academic Senate will provide written rationale to the originator when proposals are disapproved and the proposal is returned to the originator.
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. 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 is also available on the web page:**  
<http://www.msun.edu/admin/provost/forms.htm>

**\*\*\*\*\* (If a proposal is disapproved at any level, it is returned through the Academic Senate secretary and the Senate President, 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
*Abstract received by Senate Secretary		Copy to Senate President. Forward to Provost.						
*Provost		<input type="checkbox"/> Abstract Approved <input type="checkbox"/> Disapproved						
Received by Senate Secretary	02-08-13	Tracking form initiated						
General Education Committee (if applicable)		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
Curriculum Committee (if applicable)		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
Academic Senate		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved		2/14/13		Provost	2-21-13 2-15-13	2-15-13
Full Faculty (if necessary)		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
Provost		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
Chancellor		<input type="checkbox"/> Disapproved <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	<i>Rosalyn Christine Impletton</i> <i>M. Lynn</i>	2-25-13				
MSU		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
BOR		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
NWCCU		<input type="checkbox"/> Approved <input type="checkbox"/> 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. **\*Abstract and pre-approval required for new programs ONLY.**  
Academic Senate Form 1 (Revised 3/21/2012)

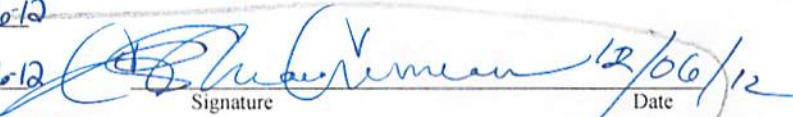
## CEASN PROPOSAL TRACKING SHEET

(Document To Be Originated By CEASN Secretary)

1. Submit all proposals (using the appropriate Academic Senate program/degree and/or course revision forms) to the CEASN Administrative Assistant.
2. The CEASN Administrative Assistant forwards them to the appropriate CEASN Committee.

#2012-2

Title: C- to C grade in Education

	Date		
Received by CEASN Administrative Assistant	11/15/2012		
Forwarded to CEASN College Meeting	11/29/2012	Approved <input checked="" type="checkbox"/>	Disapproved <input type="checkbox"/>
		 Signature	11/29/12 Date
Returned to CEASN Administrative Assistant	11/30/12		
Forwarded to Professional Education Unit	11/30/12	Approved <input checked="" type="checkbox"/>	Disapproved <input type="checkbox"/>
		 Signature	12-6-12 Date
Returned to CEASN Administrative Assistant	12-6-12		
Forwarded to Dean for Signatures	12-6-12	 Signature	12/06/12 Date
Forwarded to ACAD Senate	12-7-12		

Proposal Request: The education department would like to change the requirements for our program. We would like to have students earn a C or better in general education, program prerequisites and professional education courses included in the major, minor, or areas of concentration. This would replace the highlighted sections in the catalog.

Rationale: The education department believes that in order to have a high a high quality program that graduates students that will be considered "Highly Qualified" teachers by the state of Montana we need to hold our students to a high standard. Grades that are in any way below average will not be accepted as they did not reflect this belief. Additionally, the education department requires a 2.5 GPA to stay active in our program and a grade of C- falls below this requirement.

Current Language found in catalog regarding the C- to C grade in education, page 28 and 29.

### **Pg 28**

#### **Admission to Teacher Education**

Upon declaring an education major, candidates will be classified as pre-education majors. All candidates are assigned an education advisor. With the assistance of advisors, all candidates should plan a program of study and work toward Level One Admission to Teacher Education.

All teacher education candidates seeking admission to the undergraduate education program for initial educator license are required to apply to the Department of Education for Admission to Teacher Education.

Level One. Admission to Teacher Education and meeting the minimum score requirements of the Praxis I is required of all candidates prior to their enrolling in any professional education core courses at the 300 level or above. After admission to Level One, they will be referred to as candidates and be classified as education majors.

All General Education Core courses and program prerequisites have to be completed with a "C-" or better before application to Level One Teacher Education:

Criteria for Level One Admission to Teacher Education:

A. Completion of Level One application

B. Completion of 51 semester credits of course work, including general education core, with a minimum cumulative grade point average of 2.5 or better

C. Completion of EDU 201, EDU 225, HPE 235, and PSYX 230 with a minimum grade of "C-"

D. Completion of the Praxis I tests of, Mathematics, Reading and Writing

### **PG 29**

In addition, the following applies:

- No required professional education major, minor, or area of concentration courses may be taken on a pass-fail basis (except EDUC 495).
- Candidates not admitted to the program, candidates who do not have the required prerequisites, or are suspended from the program who are registered for EDU courses above the 300 level may be administratively withdrawn from the course(s).
- Grades below C- are not accepted in required professional education courses, or in courses included in the major, minor, or areas of concentration.
- Coursework five (5) years or older will be evaluated on a case-by-case basis for matriculation into the program.