

Summary of Policy and Procedural Changes

Effective Fall 2009 and Beyond

Fall 2009

Policy #1: Plus/minus grading.

Status: approved by the Board of Governors June 20, 2008

Resolution: Plus/minus grades will be allowed only for fall 2009 and subsequent semesters. The policy applies to transfer work as well as to courses taken at Missouri State. In general, a “C-” grade will not be acceptable when a prerequisite requires a “C” or higher. The academic status policy that requires undergraduate students to have a 2.00 GPA (and graduate students to have a 3.00) to be in good standing remains unchanged. Faculty have the choice to utilize plus/minus grades, but are required to indicate their grading scale on their syllabus.

An appeals process has been created for currently enrolled students whose eligibility for scholarship renewal is adversely affected by the plus/minus grades. In addition, the Office of the Provost has agreed to conduct a study after two years to examine the impact the new system has had on GPAs and graduation honors.

Policy #2: Repeat policy.

Status: approved by the Board of Governors October 10, 2008

Resolution: The new repeat policy applies only to courses taken for the first time during or after the fall 2009 semester. Academic history will not be changed. The only instances in which courses taken during or after the fall 2009 semester will replace grades earned prior to fall 2009 are those in which students have taken a course **only once** and earned a D or F. That is, the “old” repeat policy will be applied in those instances.

Policy #3: Scholastic action.

Status: approved by the Academic Leadership Committee December 2008

Resolution: In Banner, deans will not have the option to change a student’s academic standing code once it is assigned by the system at the time of grading. Rather, deans may choose to give the student a “registration override” if they wish for the student to be allowed to enroll. The status code remains as “S” for suspended, but the student can enroll. Since there is no framework in the system for changing academic status, the “A” code needs to be eliminated. Thus, we will be relying on the way we build the academic status rules to assign academic status codes at the time of grading.

Two primary goals for changing the way we utilize our system are to minimize the number of appeals that deans need to consider and to enforce a policy that is similar to our current policy while continuing to allow appropriate flexibility. With this in mind, the following recommendations were made:

- Suspend a first semester student if:
 - he/she is a transfer student who is admitted on academic probation OR
 - He/she obtains below a 1.00 term GPA
- If a student is placed on academic probation at the end of a semester and earns below a 2.00 the following semester, automatically suspend the student.

Under the new policy, students will not be suspended for having one bad semester as long as their overall grade point average remains at or above 2.00.

Policy #4: Admission to major.

Status: approved by the Academic Leadership Committee November 2008

Resolution: For those majors that have no admission to program requirements, consider students “admitted” to the program upon declaring that program. These students would have one catalog year for their Major and Minor requirements, General Education, General Baccalaureate Degree Requirements, Scholastic Honors requirements, and other specific degree requirements. For those majors (e.g., COBA) that have admission to program requirements, create “pre-major” codes that will be assigned to students until they have satisfied the program’s admission requirements.

For the fall 2009 registration cycle, we will continue our current practice of placing a hold on students’ records who are not admitted to a program by the time they have earned 60 credit hours and 90 hours.

Policy #5: Prerequisites will be enforced.

Status: approved by the Office of the Provost February 2008

Resolution: Department heads and faculty were encouraged to review their prerequisites. The vast majority of these batch changes have made it through the governance process.

Policy #6: Overload.

Status: approved by the Academic Leadership Committee October 2008

Resolution: Intersession classes and summer sessions (other than the full eight-week summer session) will no longer have their own overload limitations. That is, these short sessions will be included in the calculation of students’ overload status for a given semester.

Policy #7: Changes to fee policy.

Status: approved by Administrative Council; pending BOG approval

Resolution:

- Elimination of the waiver of non-resident fees for students taking fewer than 7 credit hours in fall/spring and fewer than 5 credit hours in summer.
- Elimination of \$60 minimum payment and cancellation of students’ schedules for non-payment
- Allow 100% refund (including supplemental fees) during all days of the Change of Schedule Period (days 1-5 of Fall and Spring and days 1-2 of Summer)

Additional fee policies under review:

- 100% refund for section changes
- Student service fees

Policy #8: Drop policy (the asterisk grade).

Status: approved by faculty senate December 11, 2008

Resolution: “N” grade will be replaced with a grade of “W” (to indicate the student withdrew from the course). The drop deadlines remain the same as current policy:

Prior to the end of the Change of Schedule Period: Dropped courses will not appear on the transcript.

After the Change of Schedule Period: Students may withdraw from a course with a grade of W. This is week 2 through week 9 for full semester courses during fall and spring semesters; other course lengths are treated proportionally.

After the W Grade Deadline: Courses dropped up through the Last Day to Drop or Withdraw deadline for that course will have either a W or F grade assigned by the instructor. A grade of W indicates that the student was doing passing work at the time of the drop. An F indicates a failing grade for the course, and is calculated into the grade point average. This period is from the 10th week through the next to last week of the semester for full semester courses during fall and spring semesters; other course lengths are treated proportionally.

No drops or withdrawals are allowed after the Last Day to Drop or Withdraw deadline for the course.

Schedule Building and Registration Timelines

Registration “go-live” for fall 2009 is scheduled for April 6. Since we will be enforcing prerequisites at the time of registration for fall, it will be necessary to begin summer registration earlier than usual so that we can load summer registration data into Banner from the legacy system before students register for fall classes. Registration for summer 2009 is scheduled to begin March 6. Therefore, it is our goal to have both the summer and fall 2009 class schedule ready to publish on the web by February 17. This is approximately two weeks earlier than usual.

March and April will be the time period in which we transition from the Faculty/Advisor Resource Center (legacy system) to Banner for advisement-related functions. Details will be forthcoming. Campus-wide training will be offered in February and March.

Spring 2010

- Required advisement for degree-seeking undergraduate students with up to 75 hours
- Admission to degree program holds will be applied at 75 hours not 60 (this will occur during fall 2009 for spring 2010 registrations)
- The enforcement of completion of the core general education requirements (basic skills), will no longer be tied to admission to program. *The academic policy will continue to indicate that students must complete these courses by the time they have 75 hours. This requirement should also continue to be communicated through advisement.*
- Anticipated change in time between classes from 10 to 15 minutes

Fall 2010

November 2009 Centralized scheduling will commence (for the fall 2010 semester)