

MINUTES
FACULTY SENATE MEETING
19 June 1997

Chairperson D. Eidam called the meeting to order at 3:05 p.m. in Myers Auditorium of McComsey Hall. All departmental senators attended except those from Art, Business Administration, Chemistry, Counseling and Human Development, Developmental Studies, Earth Sciences, Educational Foundations, Elementary Education, Foreign Languages, Geography, Health and Physical Education, History, Music, Nursing, Sociology/Anthropology, and Special Education.

Minutes

Senate approved the 6 May meeting minutes with the following correction: the Academic Policies Committee did recommend that Perspectives Course credits be waived for students who study abroad.

Reports

Chairperson's Report

D. Eidam reported that R. Mainzer, senator from the Department of Special Education, has accepted another position. He will, therefore, no longer be a senator and will no longer chair the Outcomes Assessment Committee. Three committee chair vacancies must be filled by senators in the fall: Faculty/Student Athletic Committee, Graduate Course and Program Review Committee, and Outcomes Assessment Committee.

Committee Reports

Academic Standards Committee

Academic Standards Committee chairperson, J. Piperberg, reported on the committee's June meeting. The number of appeals heard and approved were very much in keeping with previous averages. Of 119 students dismissed, 64 appealed their dismissal. The committee approved 39 (61%) of the appeals. It also approved 6 of 6 requests for academic amnesty.

University Theme

J. Piperberg reported that the committee met with the provost who asked that they develop a handbook for academic theme chairpersons.

Proposed Courses

Senate approved five undergraduate courses under the 2-meeting rule:

HNRS/BIOL 266: Advanced Principles of Cell Biology

COMM 217: Interpersonal Communications, a C General Education course.

COMM 342: Theories of Rhetoric

COMM 441: Political Communication, a G1, W General Education course.

HUMN 370: Russian Folk Culture, A Perspective Course

Senate approved seven undergraduate courses under the 1-meeting rule:

BIOL 424: Mycology
BIOL 428: Plant Morphogenesis
CHEM 381: Polymer Chemistry
CHEM 482: Polymer Physical Chemistry
MATH 471: Mathematical Modelling
OSHM 321: Environmental and Industrial Hygiene I
OSHM 422: Environmental and Industrial Hygiene II
Senate approved the following programs:

An Academic Minor in Computer Science
A Policy from the Biology Department about Retention in the Major
Actuarial Science and Statistics Options in Mathematics
An Option in Botany (with two accompanying courses)
Business
Revisions of Governance Manual Due to Implementation of Plus/Minus Grading System

Academic Policies Committee Chairperson, K. Bookmiller, presented a series of five motions (see Attachment A). After general discussion, action on each motion was taken individually and in order.

Motion #1--regarding conversion of all references to letter grade averages to their numerical equivalent. The motion carried.

Motion #2--regarding final exam exemption. The committee's motion proposed the following language: "...providing the student has attained **excellent** achievement (**an "A" grade**) prior to the final exam." After discussion, Senate changed the wording of the motion as follows: "...providing the student has attained **excellent** achievement (**a grade above A-**) prior to the final exam." The amended motion carried.

Motion #3--regarding terms relating to letter grades. This motion was considered to be unnecessary.

Motion #4--regarding conversion of all references to a letter grade minima to the minus version of that grade. A Piperberg/Stameshkin amendment was made that students must receive a grade of C- or better in English Composition (ENGL 110) and Speech (COMM 100). The amended motion carried.

Motion #5--regarding grades applicable to the privilege of repeating a course. The motion carried. An additional motion (see Attachment B) was proposed by the Academic Policies Committee:

Motion #6--regarding conversion of the reference on p. 93-94 of the Governance Manual to minimum earned credit. the motion carried.

Further discussion revolved around the question of departmental policies that specify grade requirements for retention in the major and completion of the major. Senate recommended that current departmental policies that make reference to letter grade minima be changed to the minus version of that grade.

Amendment to the Governance Manual Option Policy

Academic Policies Committee Chairperson, K. Bookmiller, presented a motion (see Attachment B of the 6 May 1997 minutes) to extend to options the current policy regarding majors and minors, stating that 50% of work required must be completed at Millersville. The motion carried.

Senate adjourned at 4:05 p.m. The next meeting will be Tuesday, 2 September 1997 from 4:05-5:45 p.m. in Chryst 210.

Respectfully submitted,

Marjorie M. Warmkessel
Acting Secretary

Action Summary 19 June 1997

1. Course and Program Approvals

Course Approvals:

HNRS/BIOL 266: Advanced Principles of Cell Biology

BIOL 424: Mycology

BIOL 428: Plant Morphogenesis

CHEM 381: Polymer Chemistry

CHEM 482: Polymer Physical Chemistry

COMM 217: Interpersonal Communications, a C General Education course.

COMM 342: Theories of Rhetoric

COMM 441: Political Communication, a G1, W General Education course.

HUMN 370: Russian Folk Culture, A Perspective Course

MATH 471: Mathematical Modelling

OSHM 321: Environmental and Industrial Hygiene I

OSHM 422: Environmental and Industrial Hygiene II

Program Approvals:

An Academic Minor in Computer Science

A Policy from the Biology Department about Retention in the Major

Actuarial Science and Statistics Options in Mathematics

An Option in Botany (with two accompanying courses)

2. Revisions of Governance Manual Due to Implementation of Plus/Minus Grading System

Senate approved a series of motions:

Motion #1: Any reference to a letter grade "average" in the GM be converted to its numerical equivalent (with the exception of final exam exemption, see Motion #2).

Motion #2: The final examination policy of the University shall permit a faculty member to excuse a student from the final exam providing the student has attained excellent achievement (a grade above A-) prior to the final exam.

Motion #4: Any reference to a letter grade minima be changed to the minus version of that grade (with the exception of minimum earned credit section on p. 93 under "Grading and Quality Point System"). In addition to the specific references listed in the motion, a Piperberg/Stameshkin amendment was made that students must receive a grade of C- or better in English Composition (ENGL 110) and Speech (COMM 100).

Motion #5: A student has the privilege of repeating at Millersville courses for which he/she had previously received a grade at Millersville. Ordinarily this only applies to courses in which grades of D+, D, D-, F, WP, WF, I, Z or U have been received. A student could, with advisor approval, elect to repeat a course in which an earlier grade of B+, B, B- or C+, C, C- was earned.

Motion #6: University Policy accepts "D-" as a minimum earned credit. There are certain general education and department major competency requirements that are only satisfied by a higher minimum grade. If a student earns less than this higher minimum grade in such a course, the credits for this course will count toward completion of university credits, but MIGHT not count toward completion of general education and department major requirements.

3. Amendment to the Governance Manual Option Policy

Senate approved a motion to revise the GM to extend to options the current policy regarding majors and

minors, stating that 50% of work required must be completed at Millersville.

TO: FACULTY SENATE

FROM: ACADEMIC POLICIES COMMITTEE

DATE: 22 APRIL 1997

RE: REVISION OF *GOVERNANCE MANUAL* DUE TO IMPLEMENTATION OF PLUS/MINUS GRADING SYSTEM

Millersville's conversion to a plus/minus grading system precipitates a number of changes to those *Governance Manual* provisions which contain letter grade references. The Academic Policies Committee proposes the following package of motions in order to bring the *GM* in line with the new grading system.

These motions do not address provisions related to the Honors Program or Graduate Studies as they involve additional issues beyond the mandate of APC.

MOTION #1:

Any reference to a letter grade "average" in the *GM* be converted to its numerical equivalent (with the exception of final exam exemption, see Motion #2).

This motion impacts the *GM* provisions below in the following manner:

Transfer Applicants, P. 52, #1

FROM:

"Evidence of general scholarship as shown by an official transcript on which the applicant has maintained an **overall academic average of "C" or better**...Applicants **with less than a "C" average** may be considered for probationary admission if they have been out of school for at least one semester and meet freshman admissions criteria."

TO:

"Evidence of general scholarship as shown by an official transcript on which the applicant has maintained an **overall academic average of 2.00 or better**...Applicants **with less than a 2.00 average** may be considered for probationary admission if they have been out of school for at least one semester and meet freshman admissions criteria."

Part-Time Non-Degree Students, P. 53

FROM:

"After part-time non-degree students have completed at least 15 credits in at least two subject areas with an **average of "C" or better**, they may apply for degree-seeking status."

TO:

"After part-time non-degree students have completed at least 15 credits in at least two subject areas with an **average of 2.00 or better**, they may apply for degree-seeking status."

Undergraduate Credit Courses, P. 74, #1

FROM:

Upon completing 15 credits with a "**C**" **average or better**, students may apply for degree status and continue studies on either a full or part-time basis."

TO:

"Upon completing 15 credits with a **2.00 or better**, students may apply for degree status and continue studies on either a full or part-time basis."

Rationale:

Using the numerical equivalent rather than a letter grade average is more explicitly clear.

MOTION #2:

Replace the current *GM* policy on final exam exemptions:

"The final examination policy of the University shall permit a faculty member to excuse a student from the final exam providing the student has attained **superior** achievement (**an "A" average**) prior to the final exam."

With the following:

"The final examination policy of the University shall permit a faculty member to excuse a student from the final exam providing the student has attained **excellent** achievement (**an "A" grade**) prior to the final exam."

Rationale:

#1 To be excused from the final, a truly superior achievement of an "A" should be the standard rather than an "A-."

#2 The word "superior" is replaced with "excellent" in order to make the wording more consistent with the grade descriptions on P. 93.

MOTION #3

The terms currently used to describe achievement in relation to each letter grade as outlined on p. 93 of the *GM* ("*Grading and Quality Points System*"), remain the same for the new grade ranges, with no further delineation.

The new system would appear as follows:

A Excellent
A-
B+
B Good
B-
C+
C Acceptable
C-
D+
D Poor

D-
F Fail

Rationale:

In a survey of just under 100 colleges and universities which have a plus/minus system, nearly all make no further distinctions than those that appear above.

MOTION #4

Any reference to a letter grade minima be changed to the minus version of that grade (with the exception of minimum earned credit section on p. 93 under "Grading and Quality Point System").

The following *GM* provisions would be impacted:

Proficiency Policies and Placement, P. 54, #A3

FROM:

"Students placed in a developmental mathematics course must satisfactorily complete it **with a grade of C or above** prior to taking any mathematics course at the 100 level or higher or any QARC course."

TO:

"Students placed in a developmental mathematics course must satisfactorily complete it **with a grade of C- or above** prior to taking any mathematics course at the 100 level or higher or any QARC course."

Proficiency Policies and Placement, P. 54, #B1a

FROM:

"All entering undergraduate students who have not completed ENGL 110: English Composition or the equivalent, earning a **C grade or higher** are required to take an English composition placement diagnostic test."

TO:

"All entering undergraduate students who have not completed ENGL 110: English Composition or the equivalent, earning a **C- grade or higher** are required to take an English composition placement diagnostic test."

Proficiency Policies and Placement, P. 54, #B3

FROM:

"Students placed in the developmental English composition course must satisfactorily complete the course with a **grade of C or above** prior to taking any English course at the 100 level or higher or any (W) course."

TO:

"Students placed in the developmental English composition course must satisfactorily complete the course with a **grade of C-** or above prior to taking any English course at the 100 level or higher or any (W) course."

Pass-Fail Courses, P. 85, #G10

FROM:

"The **minimum grade** a student must earn in order to be awarded a "pass" grade is **"D."**

TO:

The **minimum grade** a student must earn in order to be awarded a "pass" grade is **"D-."**

Transfer of Credit, P. 97, #2

FROM:

"Transfer students who are holders of an associate degree awarded by a publicly supported two-year community college in Pennsylvania can expect to receive full credit for all work successfully completed except for remedial or developmental courses or for Millersville equivalent competencies in which a **grade of "C" or higher** is not achieved."

TO:

"Transfer students who are holders of an associate degree awarded by a publicly supported two-year community college in Pennsylvania can expect to receive full credit for all work successfully completed except for remedial or developmental courses or for Millersville equivalent competencies in which a **grade of "C-" or higher** is not achieved."

Transfer of Credit, P. 97, #3

FROM:

"A student who has completed as many as three years of study at another four-year institution can expect to receive credit for all courses in which a final grade of **"C" or higher** was earned."

TO:

"A student who has completed as many as three years of study at another four-year institution can expect to receive credit for all courses in which a final grade of **"C-" or higher** was earned."

Completion of the Major, amendment to GM

FROM:

"Departments have the right to establish a competency level (**minimum of "C" grade**) for courses in the major and required-related courses.

TO:

"Departments have the right to establish a competency level (**minimum of "C-" grade**) for courses in the major and required-related courses."

Academic Amnesty, amendment to GM

FROM:

"Students may use courses taken in the period before amnesty was granted to fulfill general education or major requirements, **only if a grade of C or higher** was received in the course."

TO:

"Students may use courses taken in the period before amnesty was granted to fulfill general education or major requirements, **only if a grade of C- or higher** was received in the course."

Rationale:

- #1 With further differentiation within each letter grade, the minimum for any given letter grade (with the exception of "F") is now in the minus form.
- #2 This proposal is consistent with the term descriptions provided for in Motion #3. (For example, a "C-" still falls in the "acceptable" range.)
- #3 Through a survey of nearly 100 colleges and universities with a plus/minus system, a significant majority stated their minimum requirements in the minus form.

MOTION #5:

"A student has the privilege of repeating at Millersville courses for which he/she had previously received a grade at Millersville. Ordinarily this only applies to courses in which **grades of D, F, WP, WF, I, Z or U** have been received. A student could, with advisor approval, elect to repeat a course in which an earlier grade of **B or C was earned.**"

With the following:

"A student has the privilege of repeating at Millersville courses for which he/she had previously received a grade at Millersville. Ordinarily this only applies to courses in which **grades of D+, D, D-, F, WP, WF, I, Z or U** have been received. A student could, with advisor approval, elect to repeat a course in which an earlier grade of **B+, B, B-, C+, C, C- was earned.**"

Rationale:

The proposal merely changes the current wording in order to reflect the new plus/minus system.

TO: FACULTY SENATE
FROM: ACADEMIC POLICIES COMMITTEE
DATE: 19 June 1997
RE: ADDITIONAL REVISION OF *GOVERNANCE MANUAL* IN LIGHT OF NEW PLUS/MINUS SYSTEM

The Academic Policies Committee has one additional +/- grade revision to the *GM* which was delayed at committee level and not included with the original package of motions (please see [22 April 1997 memo](#) to Faculty Senate from APC, "Revision of *Governance Manual* due to Implementation of Plus/Minus Grading System").

MOTION #1

To replace this provision which appears on p. 93-94 of the *Governance Manual*:

"University Policy accepts "D" as a minimum earned credit. There are certain general education and department major competency requirements that are satisfied by a minimum of a "C" grade. If a student earns a "D" in such a course, the credits for this course will count toward completion of university credits, but MIGHT not count toward completion of general education and department major requirements."

With the following provision (changes are bolded):

"University Policy accepts "**D-**" as a minimum earned credit. There are certain general education and department major competency requirements that are **only** satisfied by a **higher minimum grade**. If a student earns **less than this higher minimum grade** in such a course, the credits for this course will count toward completion of university credits, but MIGHT not count toward completion of general education and department major requirements."

Rationale:

- #1. The replacing of the "D" with a "D-" in the opening sentence makes the statement consistent with other minima changes previously proposed for the *GM*.
- #2. Many departments across campus are debating different minimum standards (C vs. C- vs. D+, etc.) with regard to department major competency requirements. Therefore APC concluded it was necessary to issue more general wording rather than a specific grade designation.