

TENTATIVE Cover Memo for Proposed Admission and/or Standards Change (MTSU)

On-campus memo:

TO: Admission and Standards Committee

FROM: Jeff Gibson, Department Chair Department of Speech & Theatre
(Department Chair or Program Coordinator)* (College, Program or Department)*

Contact Person: Dr. Jessica Kratzer EMAIL Jessica.Kratzer@mtsu.edu

RE: change to 2.0 GPA in Speech and Theatre major with a concentration in Communication Studies
(Specify issue[s] being submitted to the committee.)

DATE: April 22, 2013

Level or area to which change(s) would apply:

University College School Department Program
 Other? _____

Program(s) and/or student population(s) affected: _____
(Note that an Impact Data Form must be submitted along with the proposal.)

This change would fall into the following classification(s) (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Proposed change in GPA for admission | <input type="checkbox"/> Proposed change in policies or requirements for retention |
| <input type="checkbox"/> Proposed change in GPA for retention | <input checked="" type="checkbox"/> Proposed change in policies or requirements for graduation |
| <input type="checkbox"/> Proposed change in GPA for graduation | <input type="checkbox"/> Proposed change in grading scale |
| <input type="checkbox"/> Proposed change in test or pre-requisite requirements for admission | <input type="checkbox"/> Proposed change to academic program requirements |
| <input type="checkbox"/> Proposed change in other requirements for admission | <input type="checkbox"/> Proposed standards for a new program |
| <input type="checkbox"/> Proposed change in policies or requirements for placement | <input type="checkbox"/> Other |
-

Description of Change Proposed:

(Attach separate sheet as needed.)

This proposal changes the requirement of a C in each course in the Speech and Theatre major with a concentration in Communication Studies to an overall GPA of a 2.0.

Rationale/justification for change (Please ensure that all aspects and ramifications of the change are addressed. Attach separate sheet as needed.):

Currently, students must make a C (2.0) in each course in the Speech and Theatre major with a concentration in Communication Studies for the course to count toward graduation. If they make below that (a C- or below) in any concentration course, they must repeat it. This is a proposal to require students to have a minimum GPA of 2.0 in the concentration, and to eliminate the requirement of a C in each course. This will have a positive impact on retention and graduation rates.

Dissemination of information:

The following colleges, program or departments may be affected by this decision:

No other program will be affected by this change.

I certify that I (or my representative) have consulted with each college or program that may be affected by the proposed changes.

Proposer's signature



Jessica Kratzer

Other permissions sought: *If this change is connected to curriculum or program development, have the appropriate forms been submitted to the general education, curriculum or graduate committees? If a proposal will/may impact enrollment in specific courses or programs, have concerned departments or programs been consulted? Please include dates of submission and/or approval as relevant.*

Other signatures needed for approval of proposal:


Department Chair or Program Coordinator*

4-26-13

Date of initial proposal


College Dean *

4-26-13

Date of college approval

Chair Admission and Standards Committee

Date approved by ASC

Vice-President for Student Affairs / Vice-
Provost for Enrollment & Academic Services

Date approved by VPSA

Provost

Date approved by Provost

President

Date approved

* Note: When the proposal does not come from an academic unit, replace titles as needed. If a proposal comes directly from a dean or higher, the first signature may be omitted.

Tentative Admission and Standards Committee
IMPACT DATA FORM for PROPOSED CHANGES

Department or Program or University Office: Department of Speech & Theatre, MTSU

Brief Statement of Proposed Change: Change to 2.0 GPA in Comm Studies Date: April 22, 2013

1. Detailed discussion of how proposed changes may impact students, prospective students, university programs and/or other. *(Use as much space as you need below. You may refer to cover memo and its attachments as needed to avoid repetition.)*

This is a proposal to require students to have a minimum GPA of 2.0 in the concentration, and to eliminate the requirement of a C in each course. Currently, a grade of C- or below must be repeated. This negatively affects some students as they postpone graduation in order to repeat courses. This change will have a positive impact on retention and graduation rates.

Proposed Effective Date Fall 2013

2. Identify the student population(s) that will be affected.

Students majoring in Speech and Theatre with a concentration in Communication Studies.

3. Are there plans to make this proposal retroactive? If so, please indicate when (specify the date) and identify student population(s) who will be affected. *(For example, "students admitted under the 2004 catalog or earlier.")*

Yes, this proposal will apply to students admitted under all previous catalogs.

4. Discuss the specific impact on students. Provide enrollment and/or other relevant **data for the past three years**, including appropriate demographic data (e.g. male, female, minority, part-time, older students etc.) to illustrate the possible impact on specific groups. *(For example, for a proposal to raise the GPA for graduation, provide a breakdown of graduating student GPA by different demographic groups.)* Attach supporting documentation.

Students in the Speech and Theatre major with a concentration in Communication Studies will be able to graduate without repeating courses in the major that they have already passed. Enrollment for the concentration is:

Fall 2010: 33, Fall 2011, 29; Fall 2012, 35. Fall 2012 enrollment included 7 African Americans, 23 Caucasians, and 5 of multiple races.

There were 19 women and 16 men. These groups will be positively impacted by this proposal, and retention and graduation rates should increase.

Master Catalog Change Form Undergraduate

Department Speech/Theatre (LA-SPEE) Subject COMM Course No. _____

Full title of course _____
(100 characters only)

Credit hours _____ Contact hours, if different _____ Course taught with: Standard Grading Pass/Fail

Can be taken multiple times without calculating as repeat? No Yes How many times _____ Total Hours _____

CIP code (go to http://nces.ed.gov/pubs2002/2002165_2.pdf) 090101 Fees (if applicable) _____
(must be approved by TBR)

Schedule type _____ Instructional Method _____

EFFECTIVE TERM: Fall 2013

<input type="checkbox"/> New course Prescribed requirement <small>(lower division courses only)</small> : <input type="checkbox"/> Writing <input type="checkbox"/> Reading <input type="checkbox"/> Math <input type="checkbox"/> Course title change <input type="checkbox"/> Course prefix/number change <input type="checkbox"/> Credit hours change <input type="checkbox"/> Grading system change <input type="checkbox"/> Change course to inactive status <input type="checkbox"/> Change course to active status <input type="checkbox"/> Cross-listing of existing course <input type="checkbox"/> Other course changes	Abbreviated Title: _____ <small>(30 characters only)</small> Previous Abbreviated Title: _____ Previous course prefix/number: _____ Previous credit hours: _____ Cross-list with: _____ _____
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Course prerequisites/co-requisites/restrictions: _____
(A course cannot require departmental permission AND prerequisites/restrictions)

Memo Notes for RaiderNet: _____
(i.e. At least junior classification, pass/fail grade only)

Does this change require a new catalog description? No Yes (attach new catalog description, if required)

APPROVED _____ Date _____
Vice Provost for Academic Affairs

		FOR RECORDS OFFICE USE ONLY			
Course	Equivalents	Beg	End	Attributes:	UCC Approved: _____
1. _____				1. _____	Records Entered: _____
2. _____				2. _____	
3. _____				3. _____	
4. _____				4. _____	
5. _____				5. _____	

Catalog description

All students majoring in Speech and Theatre with a concentration in Communication Studies must have a minimum of a 2.0 GPA in the major.

Current catalog description:

All students majoring in Speech and Theatre must receive a grade of C (2.00) or better in all courses in their concentration for the course to count as a prerequisite or to count toward graduation.