



## Faculty Senate Transmittal and Administrative Action Routing Form

To: Office of the President

From: Faculty Senate Chair, Vimal Chaitanya

RE: **Proposition: 13-24/25** ☐ Bill ☐ Resolution ☐ Memorial ☐ Joint Proposition ☐ Other

Date: June 6, 2025

Please find enclosed Faculty Senate Legislation **No. 13-24/25** entitled, “**Bill in support of policy related to grade changes for graduate students, moving forward in the policy review process**” approved by the Faculty Senate on **May 1, 2025**.

### Please Route for Approval:

<b>Faculty Senate Request</b>	<p><input checked="" type="checkbox"/> Your review and approval.</p> <p><input type="checkbox"/> Please indicate your availability to meet with Faculty Senate leadership to discuss.</p> <p><input type="checkbox"/> For your review and acknowledgement only (approval/veto not required for memorials and some resolutions).</p>
<b>Administration Action</b>	<p><input type="checkbox"/> I acknowledge receipt of the above.</p> <p><input type="checkbox"/> I will respond further at a later date.</p> <p><input checked="" type="checkbox"/> I approve this legislation and will process according to NMSU Rules &amp; Policies.</p> <p><input type="checkbox"/> I approve this legislation on a provisional basis. It will become effective immediately, and I will place it on the Agenda for a future meeting of the Board of Regents.</p> <p><input type="checkbox"/> I veto this legislation.</p> <p><input type="checkbox"/> Other:</p> <p style="text-align: right;"><i>To Dean R. Hoodali for processing</i></p> <p> _____ <b>Lakshmi Reddi, Interim Provost</b></p> <p style="text-align: right;">Date: <u>6.9.25</u></p> <p> _____ <b>Valerio Ferme, President</b></p> <p style="text-align: right;">Date: <u>06/09/2025</u></p>

### Please return form to:

Mari Cisneros

Faculty Senate Recording Secretary

Email: [maricis@nmsu.edu](mailto:maricis@nmsu.edu) / Phone: (575) 646-3417

**Proposition :** 13/24\_25

**Proposal Type :**    ☒ Bill   ☐ Resolution   ☐ Memorial   ☐ Joint Proposition   ☐ Other

*(If Joint proposition, also select type)*

**Title:** Bill in support of policy related to grade changes for graduate students, moving forward in the policy review process

**Date Submitted:** 3.31.25

**Sponsor(s):** Brown (A&S), Aguirre (DACC), Badawy (ENG), Burkardt (NTT), Chaitanya (ENG), DeBlieck (HEST), Hanson (ACES), Kopera-Frye (HEST), Lehnhoff (ACES), and Lopez-Gallagher (NMSU-A).

**Proposed Committee:** Student Success

**Prior Approval:** Academic Deans Advisory Council (ADAC), Graduate Faculty Council (GFC), and select Departmental Graduate Directors

**Proposal:**

During the spring 2025 academic term, the issue of graduate students' grades for repeats classes, as substitutes for grades earned in previous attempts arose, both in the Academic Deans Advisory Council (ADAC) and Graduate Faculty Council (GFC). Out of these discussions, a proposed policy was developed by members of ADAC, and this revised policy now comes to the Faculty Senate for review. This bill is to ask the Faculty Senate if they support this policy change moving forward in the policy review process. The proposed policy is attached, and a few key points about this policy are noted below:

- The proposed policy would allow higher grades in the repeated graduate classes to substitute for the lower grade in the computation of GPA. All grades would remain on the transcript, but only the higher grade in the repeat class would be included in the computation of the student's GPA.
- Current policy (ARP 4.55.9.B) concerning undergraduate students taking repeat classes allows the higher grade to substitute for the lower grade, and the intent of this proposed policy is to make the grade change policy for graduate students consistent with the policy for undergraduate students.
- On 24 March 2025, members of ADAC took a formal vote on this policy, and the vote was 6 members in favor and 2 members in opposition. Members voting against this policy wanted the policy to be retroactive such that lower grades on classes taken in the past would be replaced by higher grades obtained in the repeat attempt.
- The majority of ADAC members did not support the policy being retroactive, and the attached policy would only apply to classes taken after the revised policy is formally adopted, if in fact, the policy is adopted.

This Senate proposition is in support of this policy going forward. A "yes" vote on the proposition indicates that the Senate does not oppose this policy and supports it moving through the policy review process.

**Rationale:**

Both members of ADAC and the GFC believe that the proposed policy would align policy on grade changes for graduate and undergraduate students and would have a positive impact on graduate students in efforts towards

degree completion and also in students seeking positions in PhD programs or the professional workforce.

## NMSU Graduate Grade Replacement Policy

(drafted in spring 2025 for possible submission in next round of catalog changes)

The Following outlines the procedure for the implementation of this course repeat (grade replacement) option.

### NO EXCEPTIONS WILL BE MADE TO THIS POLICY.

- The Graduate Grade Replacement option is **effective as of Summer 2026 term** and can only be applied to NMSU coursework taken in Summer 2026 forward. The policy is not retroactive. This means that the first attempt in a course cannot have been prior to Summer 2026.
- ~~The Graduate Grade Replacement Policy applies exclusively to required/core courses, which have a program established minimum grade requirement that has not been met.~~
- This policy limits graduate students to a maximum of 9 credit hours of replacement grades during the course of a student's graduate program. ~~and requires approval of the course instructor instructor for the proposed replacement course, the student's advisor/chair, the department head, and the graduate dean.~~ The graduate student may repeat courses, for a change in grade, when the original grade earned was a B- or lower.
- Although the student may have been in non-degree graduate status when the course was first taken, **ONLY** students who are in **graduate status** (admitted to a graduate program) are eligible to use this policy.
- A repeated course **must** result in an improved grade in order to replace the original grade. The higher grade will replace the lower grade on the cumulative GPA and earned credit hours. **Symbol grades such as CR, PR, S, U, and W are not replaceable grades** since they do not affect the grade point average.
- ~~The course numbers must be identical.~~
- ~~The process is NOT automatic. Students must initiate the process by completing a Graduate Grade Replacement form and obtaining the required signatures in the numeric order shown before submitting the form to GS. The course numbers must be identical, except where equivalencies or a change in course number has been noted in the NMSU catalog. No substitute courses are acceptable. If it is a topics course in question, the titles must be identical as well. Forms are accepted after the second attempted grade has been posted to the student's academic record.~~
- ~~Graduate students may request grade replacement for a graduate course first taken as a non-MAP undergraduate student, and this request would count as part of the maximum 9 credit hours of replacement grades.~~
- A ~~core~~ course may only be repeated once (two instances). The grade from the first instance may be replaced with the repeated grade (second instance) ~~if the student follows the grade replacement processes.~~
- ~~Once a grade replacement has been approved, the process cannot be reversed or changed.~~

- **No grade** may be replaced **after** a graduate degree has been awarded.
- ~~There are no other deadlines for requesting a grade replacement.~~
- The original grade will remain on the student's transcript, however, the higher grade will be used in the calculation of a student's grade point average and earned credit hours. An "N" will appear next to the course that is to be taken out of the GPA

**NOTE:** This policy is honored by the NMSU Graduate School and Registrar's Office. NMSU does not guarantee the recognition or acceptance of an improved grade point average resulting from this policy by other institutions or organizations.

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- This policy limits graduate students to a maximum of 9 credit hours of replacement grades during the course of a student's graduate program. The graduate student may repeat courses, for a change in grade, when the original grade earned was a B- or lower.
- Although the student may have been in non-degree graduate status when the course was first taken, **ONLY** students who are in **graduate status** (admitted to a graduate program) are eligible to use this policy.
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