

# Faculty Senate

[Faculty Senate](#) » [Committees/Councils](#) » [Academic Regulations Committee](#) » [Annual Reports](#) » Annual Report 2006-2007

## Academic Regulations Committee

### Annual Report 2006-2007

#### Members:

Jo Tynon (chair)  
Scott Akins  
Nancy Allen  
Barbara Balz (ex-officio)  
Kent Kuo (ex-officio)  
Mark Merickel  
Desiree Tullos

There are five items of business covered in this report.

#### ITEM 1.

**Approved by the Faculty Senate on December 7, 2006**

#### AR 17. Grades

(Strike-through sections indicate deletions; highlighted sections indicate additions)

The grading system consists of twelve basic grades, A, A-, B+, B, B-, C+, C, C-, D+, D, D-, and F. The grade of A denotes exceptional accomplishment; B, superior; C, average; D, inferior; F, failure. Other marks are I, incomplete; W, withdrawal; R, thesis in progress; P, pass; N, no-credit; S, satisfactory; U, unsatisfactory; AUD, audited course; WAU, withdrawal from audited course.

When a requirement of a course has not been completed for reasons acceptable to the instructor and the rest of the academic work is passing, a report of I (incomplete) may be made and additional time granted. The I is only granted at the discretion of the instructor. **The instructor must also submit the grade the student will earn if the missing work is not completed. That alternate grade will become the default grade if the missing work is not completed.** The instructor documents the deficiency and the deadline for completing the missing work. A record of the deficiency shall be kept on file in the unit or department office. **The additional allotted time awarded shall in no case exceed one calendar year or by degree completion the time of the degree conferral, whichever comes first.** To remove the I grade, the student must complete the deficiency within the allotted time and the instructor will then submit the appropriate grade. If the student fails to complete the work within the allotted time, the Registrar's Office will automatically change the I grade **on the student's record to an F (failure), an N (no-credit), or a U (unsatisfactory), as appropriate, the alternate grade submitted by the instructor at the time the I was given.** ~~on the student's record. The resulting grade could have an effect on the student's grade point average.~~ **The alternate grade will be included in the grade point average.** Under no circumstances shall a student who earns an A-F grade or an N or U grade have their grade changed retroactively to an I grade.

An instructor may move to correct a grade by filing a Change of Grade Card in the Registrar's Office. The Office of the Registrar will routinely review grade changes.

*Rationale: With this revision, the student grade would be based upon the work completed relative to all that is required in the course, and if the work is not completed, the alternate grade would kick in (rather than an automatic F or U). The proposed default or alternative grade is consistent with the philosophy underlying the appropriate use of I grades as well as the faculty member's authority for assigning grades. "Degree conferral" is what the Registrar's Office records in Banner. That is the last step taken and indicates that the student has*

completed the degree and graduated. Finally, the conditional statement about GPA was changed to a declaratory statement.

## ITEM 2.

**Approved by the Faculty Senate on April 12, 2007**

### **AR 13. Withdrawal From the University**

(Strike-through sections indicate deletions; highlighted sections indicate additions)

- c. When a student's academic progress is interrupted by an emergency situation (e.g., ~~such as~~ serious illness, accident, or death of a family member), within the last four weeks of the term, and the student submits evidence of such to the Registrar, he or she may withdraw from the university or accept ~~with I/~~ **alternate** grades in all subjects **in accordance with the I/alternate grade policy stipulated in AR 17.**

*Rationale: This revision gives the student two options and is consistent with recent changes to AR 17 except that, in an emergency, a student who is failing a course may still receive an Incomplete (AR 17 does not allow this). We believe that a student who is failing will most likely be aware of that fact and choose to withdraw from the university. The I/alternate grade option (1) gives the student 12 months to resolve the Incomplete(s), (2) without paying for the course(s) a second time, nor (3) contacting individual instructors at a time of duress. The proposed I/alternative grade is consistent with the philosophy underlying the faculty member's authority for assigning grades. In addition, we believe that using "e.g." more clearly shows that "serious illness, accident, or death of a family member" are examples, and not the only kinds of emergencies considered legitimate.*

## ITEM 3.

During the academic year 2006-2007, the Academic Regulations Committee was sent the following request from the Vice Provost.

### **Grade Changes**

Becky Johnson asked that we review the "rules for allowing grade changes. My recollection from my days of teaching at OSU was that we had a regulation that said only "clerical errors" were allowed as the basis to change a grade after the final grade had been submitted."

The Academic Regulations Committee previously noted that the final paragraph of AR 17 says, "An instructor may move to correct a grade by filing a Change of Grade Card in the Registrar's Office. The Office of the Registrar will routinely review grade changes."

Our interpretation was that the word "correct" implies that either a clerical error was made or there was a miscalculation, and that this covers her concern.

The Academic Regulations Committee recommended not pursuing this matter further. Our rationale was that even if we add a "no new work will be accepted after grades are posted" section to AR 17, an instructor could still circumvent the regulation. As Becky herself pointed out, "Arguments against would be that the faculty should have the sole right to assign grades and should be able to decide if they wanted to give special consideration to a student."

## ITEM 4.

During the academic year 2006-2007, the Academic Regulations Committee sent the following request to the Executive Committee.

Kreg Lindberg requested an exemption of **AR 25.f.1. Academic Residence** for students attending the Cascades Campus in Bend. This matter was sent by the Executive Committee to the Curriculum Council.

## ITEM 5.

During the end of the academic year 2006-2007, the Academic Regulations Committee tabled the following request from the Undergraduate Education Council.

Susie Leslie requested that we look at **Repeated Courses:**

Consider: Students who want to enroll in a course for the third time would have to have an intervention prior to receiving an override.

Susie Leslie also requested that we look at **Withdrawal "W" After Eight Weeks:**

- Consider: Student may not withdraw from the same course twice.
- Consider: Students who received a "W" in a course would be moved to the bottom of priority registration for the same course. There was concern expressed that this policy angle might affect a students' ability to graduate."

Kent Kuo created a sample table for math courses that had high withdrawal and repeat rates. The Academic Regulations Committee discussed possible explanations for high withdrawal and repeat rates and wanted to know if there were similar patterns in other courses/departments. Kent offered to examine data provided by Jim Coakley and if he finds high withdrawal and repeat rates elsewhere, he will come back to the Academic Regulations Committee with the relevant tables.

The Academic Regulations Committee recommended, therefore, tabling further discussion until able to examine the additional tables. We also would like to coordinate this discussion with members of the Academic Advising Council.

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