

Undergraduate Academic Policies Committee  
January 31, 2017  
Meeting Minutes

Attendees: Romena Holbert, Geoff Owens, Tara Konicki, Alan Chesen, Michelle Smith, Travis Doom, Carl Brun, Marian Brainerd, Amanda Steele-Middleton, Jack Dustin, Daniel Palmer

- I. Grading System – X, NR, NU discussion
  - a. Amanda Steele-Middleton reported on similar grades for other institutions. (attached)
  - b. After discussions, the committee agreed to adopt the grades of NR, NU, & XU. Bryan Nethers & Geoff Owens were charged with reformatting the policy to break the grades into four different categories (Standard, Grades for Pass/Fail, Other Grades, and Discontinued Grades).
  - c. Committee members were tasked with collecting feedback from their constituents and the Graduate Council. Committee members were also tasked with discovering the use of the M-grade in their college.
  - d. The committee discussed ways to communicate the eventual grade changes including New Faculty Orientation and reminders at the end of each semester.
  - e. Amanda Steele-Middleton was asked to procure, from the Office of Financial Aid, a 1-page memo regarding Title IV and the proposed grade changes.
- II. Multiple Degree Policy
  - a. After discussions, the committee charged Travis Doom with drafting language for a new Associate + Baccalaureate degree category.
  - b. The committee also agreed to recommend that current & recent Associate degree students should be able to reapply for undergraduate admissions without a fee, and that Associate degree students should have a clear path towards a Baccalaureate degree. Amanda Steele-Middleton indicated that should would contact the Admissions Office for more details.
- III. Transfer Policy
  - a. Carl Brun briefly reviewed the Transfer Policy including previous edits from former Faculty Vice President Doug Petkie.
  - b. The committee asked Dr. Brun to make the following changes and bring the policy back for future discussion:
    - Adjust quarters to semesters
    - cleanup/remove language that is already covered by other policies (PLA, Military transfer, etc) and reference those policies at the bottom
    - First paragraph: “comparable organization” to “comparable accrediting body”
    - 3215.2.1: insert “domestic” before “regionally accredited”
    - 3215.2.5: change “advisors” to “academic departments”
    - 3215.2.9: strike sentence beginning with “These courses are subject...”
      - Adopt a uniform procedure for the review of courses that could be considered as indoctrination courses
- IV. Adjourn – The next meeting will be held at 2:30pm, Tuesday, February 14, 2017

Attachment – Similar grades from other institutions

<b>Kent State</b>	
NF	The mark NF (Never Attended–Fail) denotes that the student neither attended one class session nor formally withdrew from the course. The NF mark counts as an F (zero quality points) in computing grade point averages.
SF	The mark SF (Stopped Attending–Fail) denotes that the student stopped attending the course and did not formally withdraw. The SF mark counts as an F (zero quality points) in computing grade point averages and must be accompanied by a date of last attendance in the course. Faculty who cannot determine the exact date of last attendance may use the date of the last academic activity in which students participated.
<b>Cleveland State University:</b>	<b>X</b> - For undergraduate courses the grade of "X" can only be administratively assigned by the Office of the University Registrar to indicate a grade has not been assigned by an instructor. For undergraduate students who have stopped attending/participating without notification and have not completed all assignments for reasons that cannot be determined, instructors should assign the earned grade. Any grade of "X" will become a grade of "F" at 11:59 PM the day following the grading deadline.
<b>University of Cincinnati:</b>	In Autumn Quarter 2005, UC introduced the "X" and "WX" grades specifically to denote a student's non-attendance .
	Instructors record an "X" on the final grade roster for students who never officially withdrew, never attended any classes, and did not submit any assigned work. The "X" grade appears on the transcript and carries zero (0.00) quality points; it is computed into the GPA like the grades of "F" and "UW".
	Instructors record a "WX" for those students who officially withdrew from the class but who never attended any classes and did not submit any assigned work.
<b>Ohio University:</b>	Your GPA is figured only on credit hours in courses for which you receive either letter grades, an FN (failure, never attended), or an FS (failure, stopped attending). FN and FS have the same value as an F.