Adopted: February 15,2000

ACADEMIC SENATE Of CALIFORNIA POLYTECHNIC STATE UNIVERSITY San Luis Obispo, CA

AS·533·00IEC RESOLUTION ON CHANGE IN INSTITUTIONAL GRADING POLICY TO ADDRESS UNOFFICIAL STUDENT WITHDRAWALS

1 2 3 4 5	WHEREAS,	Institutional participation in the Title IV student financial aid program includes a requirement for annual audits by an independent auditor of a school's compliance with the laws and regulations that are applicable to federal student aid programs and an audit of the school's financial statements; and
6 7 8 9	WHEREAS,	In the audit for the fiscal year ending July 30, 1997 it was determined that all schools within the CSU system were in violation of regulatory provision related to the identification of students who had unofficially withdrawn from all of their classes; and
11 12 13 14 15	WHEREAS,	An unofficial withdrawal occurs when students fail to complete the institution's official withdrawal procedure and cease to attend any of the classes for which they enrolled, and the need to uniquely identify students who have unofficially withdrawn is required under federal regulations governing the determination of the potential repayment of Title IV funds to the federal accounts; and
17 18 19 20 21	WHEREAS,	Currently there is no official policy or grading symbol which an instructor may use to identify these students. Students who have unofficially withdrawn have been given a variety of different grades by instructors including I, F, NC, and U; and
22 23 24 25	WHEREAS,	Without an established grading symbol to identify an unofficial withdrawal, there is no consistent method by which an instructor can identify students who have walked away from their classes; and
26 27 28 29 30 31	WHEREAS,	An option is to use the administrative grading symbol of U. Pursuant to Executive Order 268, a U grade is defined as an "unauthorized incomplete". The U grade is used in the calculation of grade point average and carries the value of an F grade. If the definition of the U grade were expanded, it could serve the dual purpose of signifying an unauthorized incomplete or an unofficial withdrawal; therefore, be it
32 33	RESOLVED:	That the definition of the U grade as it currently appears in the Catalog be modified to read as follows:

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35	A grade of U indicates that a student enrolled for a course did not officially
36	withdraw from the course and failed to complete the course requirements. It is
37	used when, in the opinion of the instructor, completed assignments or course
38	activities or both were insufficient to make a normal evaluation of academic
39	performance possible. It is also to be used to identify students who did not
40	officially withdraw from the course but ceased attending class and doing
41	class work prior to the deadline date for official withdrawals which is the end
42	of the seventh week. For purpose of grade point average computation this symbol
43	is equivalent to an F.

Proposed by: The Academic Senate

Executive Committee
Date: January 4,2000
Revised: January 25,2000
Revised: February 7, 2000



State of California

Memorandum

RECEIVED

MAR 2 7 2000

SAN LUIS OBISPO CA 93407

ACADEMIC SENATE

Myron Hood To:

Chair, Academic Senate

Date:

March 24, 2000

From:

President

Copies:

Paul 1. Zingg

David Corin TomZuur John Anderson

Subject:

Response to Academic Senate Resolution AS-533-00/EC

Resolution on Change in Institutional Grading Policy to Address Unofficial Student

Withdrawals

I hereby approve the above-entitled Academic Senate Resolution, which articulates a change in the definition of the grading policy in the assignment of a "U" grade signifying either an unauthorized incomplete or an unofficial withdrawal in a course.

Please express my appreciation to both the Academic Senate and the members of the Senate's Executive Committee for their efforts.