

REPORT OF THE  
FACULTY ADVISORY COMMITTEE

The large number of grades that remain unreported after more than a semester present a continuing problem. The resulting NR on the transcript is only a temporary mark that must be replaced by a grade, as required by university policy stated in the Undergraduate Bulletin. Though the Faculty Manual clearly demands that a grade be assigned by the instructor of the course in all cases, the situation persists for a variety of reasons. The problem has been referred to the Faculty Advisory Committee through the Grade Change Committee for resolution.

The Registrar, Mr. Gunter, has made it clear that the vast majority of NR's that remain on the record after a semester are identifiable as originating from cases in which the student failed to attend or to perform any assignments in the course. The appropriate grade is F in such cases. A suitable policy for preventing the further accumulation of unreported grades is to convert NR's administratively to F's at the end of the spring or fall semester following the term for which the NR was assigned. The NR would continue to be ignored in calculating the GPA until the conversion is made, but the F would be assigned before the scheduled review to determine academic deficiency at the end of the next spring or fall semester. Thus at least one spring or fall semester would pass before an unreported grade would have any effect on suspension.

In order to mitigate any unfair burden this policy would place on the small group of students who might receive NR's through no fault of their own, a letter drafted by the Grade Change Committee would be sent from the Registrar's Office explicitly notifying both the student and the faculty member involved of the impending conversion, so that action could be initiated to insure that a suitable grade other than F is assigned. In addition, at least until this change is reflected in the Undergraduate Bulletin, a notification of the deadline for conversion would be sent to the student soon after the NR is recorded. The delay of approximately a semester would leave ample time for notification as well as allow for those cases in which a course continues over a semester break. The Grade Change Committee could still take action on grades incorrectly converted to F.

The advisory committee recommends that no particular action be taken on the NR's that currently appear on the transcripts, since wholesale conversion to F's could result in suspension of students several semesters after the failing grade was earned.

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The Faculty Advisory Committee therefore recommends the following measures to implement this policy:

1.) That the faculty authorize the Registrar to convert all unreported grades to F at the end of the spring or fall semester after the NR was recorded, the conversion to take place before the records are reviewed for academic deficiency. That the student and faculty member involved be notified at least three weeks before the conversion takes place. That the conversion policy come into effect for grades assigned for the spring semester 1988, the first conversion being made at the end of the fall semester 1988.

2.) That the Undergraduate Bulletin be modified as follows on page 19U:

Old Wording

NR, No Record, is assigned by the Office of the Registrar only in the event an instructor fails to submit a student's grade by the proper time. It is a temporary mark on the transcript and must be replaced by a grade.

New Wording

NR, No Record, is assigned by the Office of the Registrar only if the grade is not available at the proper time. It is a temporary mark on the transcript, and must be replaced by a grade. If replacement does not occur before the last week of the spring or fall semester following the term for which the grade was recorded, a grade of F will be assigned. The NR is ignored in computing the GPA.

3.) That the Faculty Manual be modified by deleting the last sentence of the first paragraph of page 47.

Old Wording

. . . Under no circumstances shall a student listed on the grade sheet not be given a grade. Any student not given a grade consciously or inadvertently by his/her instructor will receive an automatic NR (No Report). The Registrar will report any NR not changed to a grade within one semester to the Grade Change Committee for action by the Faculty Senate.

New Wording

. . . Under no circumstances shall a student listed on the grade sheet not be given a grade. Any student not given a grade ~~consciously~~ or inadvertently by his/her instructor will receive an automatic NR (No Report).

deliberately