

**Report of the Grade Change Committee
November 1993**

Announcement:

Please encourage your colleagues to review their mid-term grade rolls and report any discrepancies on the attached forms to the Registrar's Office. Correcting errors now will be much easier and faster than at the end of the semester.

Recommendation:

The Grade Change Committee is recommending that the Senate approve a modification in the "Assignment of Incomplete Grade" form. Please refer to page 12.

Current Month's Report:

48 requests were submitted to the Grade Change Committee for consideration.

17 (35.4%) were rejected. 31 (64.6%) were approved for your review and consideration. Of those:

13 (42%) were computation/transcription errors(CTE)

9 (29%) were medical extenuating circumstances(MED)

3 (9.7%) were registration/withdrawal errors(RWE)

3 (9.7%) were miscellaneous extenuating circumstances(MEC)

3 (9.7%) were other reasons (O)