Grading Policies Subcommittee of the Academic Policies Committee
Monday, November 8, 2004 2:00pm-3:30pm
Approved Minutes

Present: Robert Balesteri (Admissions and Records), Ira Rothstein (Film), James Fredericks (Math), Patty Chong-Delon (CSCD)

Absent: Charles Ouida (Library Services)

Agenda Items
Change in Repeat Policy
Academic Renewal
Web Grading

Change in Repeat Policy
There was a change in the repeat policy Fall 2004 that prevents excluding prior grade for calculation of GPA if the course was a third attempt (second repeat).

This change of policy was discovered accidentally and has implications on student planning, progress, academic history, and institutional technology that need to be addressed.

The committee recommends this matter be brought forward to the Academic Policies Committee for discussion and consultation. The committee also feels this matter may need to be reviewed and addressed at the Statewide level.

Academic Renewal
Around 1992, Academic Renewal was approved by Shared Governance. It was the first time CCSF had this policy. Academic Renewal has been used by many students in helping them achieve eligibility for scholarships, graduation from CCSF and transfer to baccalaureate institutions. Currently, the policy requires a passage of two years since the last grade deficient grade to be alleviated.

There have been numerous petitions to waive the two year waiting period and they have been approved because the student was otherwise eligible to apply for a scholarship, attain an associates degree, and/or transfer.

The Grading Policy subcommittee recommends the Academic Policies Committee approve to change the two year wait period to one year since there is no justification to hold up student progress (when all other requirements have been met). Approving this recommendation will also alleviate the numerous petitions that have been approved with just cause.

On-Line Web Grading
Report from Dean Balestreri: 549 faculty members have signed up for web grading. Currently, faculty have two options for submitting grades:

1. online web grading (549 faculty members have signed up for this option)
2. scantron

Submitting grades via online web grading makes it possible to streamline grade posting onto student transcripts. Grades submitted on a scantron require manual entry into Banner.

Faculty who submit their grades late create an additional workload on admissions and records staff because of the manual entry. There is also the problem of no grade submission from (?) percent of the faculty. Submitting grades late or not at all creates problems for students who need to plan their CCSF classes for the following semester, need IGETC or CSU certification for their transfer institution, verification of their last semester’s grades to their transfer institution, etc.

The committee would like to explore the possibility of moving all faculty to online web grading by Spring 2006 and ways to enforce the timely submission of final grades from all faculty.

Discussion on this matter will continue at the next meeting Monday, December 13 2:00pm - 3:30pm in Conlan 107 (E107).