Faculty Senate Routing Form
(action/proposal attached)

I. Item Title: In-Progress Grade Policy

   a) Brief Description: An IP (In-Progress) is assigned only in courses that have been approved for IP grading. An IP grade indicates that a grade is pending until the sequence of courses is completed. A grade of IP is appropriate as long as work remains in-progress. Once work is complete the IP grade will be replaced with an evaluative grade appropriate for the course. If a student changes programs, or changes options within a program such that credit is no longer need to complete program requirements; or if the student ceases enrollment and the work is not completed within a year an evaluative grade will not be issued and the IP grade will be administratively replaced with NG (No-Grade) to indicate that work is no longer in-progress.

   b) Initiated by: APRC

II. Faculty Senate Action: X approved □ not approved □ other date: 11/30/2011

   Vote: □ Voice Vote, Unanimous □ Voice Vote, Majority In Favor

   Electronic Clicker: □ Ayes □ Nays □ Abstentions

   FS Secretary signature: Rebecca Lasher date 12/7/2011

III. Provost: □ for information □ Recognition of Receipt □ for action.................. □ approved □ not approved

   Comments: _____________________________

   Person responsible for Implementation: Mark Zond and Larry Hammer

   Provost signature: Beth Ann Ferguson date 12/73-11

IV. Chancellor: □ for information □ Recognition of Receipt □ for action.................. □ approved □ not approved

   Comments: _____________________________

   Chancellor signature: Daniel O. Balder date 12 Dec, 2011

Once finalized copies will be returned to the Provost Office’s representative who will scan and distribute electronically to:
Chancellor
Provost
Chair of Faculty Senate
Secretary of the Faculty Senate
In-Progress Grade Policy

*Background*

The APRC voted 9-1-1 to support a change in policy regarding how grades are issued when a student fails to complete an IP course (a course whose work may span 2 or more semesters). The Registrar, Larry Hammer, drafted the proposed policy in consultation with the Graduate Council and the APRC.

Currently, when a student fails to complete an IP course in a timely fashion, the instructor or the Registrar’s Office will convert his or her grade to a “U,” a grade that sometimes cause students trouble when they apply to other programs within our outside WCU. Our current policies read as follows:

Grade Pending Graduate Catalog

An IP is assigned only for thesis research or similar courses to indicate that a grade is pending until the sequence of courses is completed. A grade of A, B, C, F, S, or U is then assigned to each course by the instructor.

In-Progress Undergraduate Catalog

In-Progress grades are assigned only in selected courses which have been approved for IP grading and are pending until the work is complete.

*Proposed Policy*

The following is the policy proposed for inclusion in both the Undergraduate and Graduate catalogs. The essential changes are that: (1) a specific timeframe for completion of IP classes is established and (2) the grade of “NG” (No Grade) will replace that of “U.”

*In-Progress Grades*

An IP (In-Progress) is assigned only in courses that have been approved for IP grading. An IP grade indicates that a grade is pending until the sequence of courses is completed. A grade of IP is appropriate as long as work remains in-progress. Once work is complete the IP grade will be replaced with an evaluative grade appropriate for the course. If a student changes programs, or changes options within a program such that credit is no longer need to complete program requirements; or if the student ceases enrollment and the work is not completed within a year an evaluative grade will not be issued and the IP grade will be administratively replaced with NG (No-Grade) to indicate that work is no longer in-progress.