

Rec. #2017-04-05 UNIVERSITY SENATE RECOMMENDATION TO THE PROVOST  
The University Senate recommends approval of the Proposal to Amend WKU Faculty Handbook: Substantive Change — 09-2017 Grading and Quality Point System, as per the Faculty Handbook Committee Report presented at the April 2017 meeting of University Senate.

## **Proposal to Amend WKU Faculty Handbook: Substantive Change**

### **09-2017 Grading and the Quality Point System - IP Grade**

*Substantive change is defined as addition, deletion, or revision of policy or procedure.*

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#### 1. Type of Change:

Addition: Where possible, identify the section of the handbook to which addition is proposed:

Deletion: Identify the section of the handbook from which deletion is proposed:

Revision: Identify the section of the handbook to which revision is proposed: **II.M.**

2. Proposals should be made in the form of text intended as an addition to or a replacement of, in whole or in part, some current section of the Faculty Handbook.

Current Wording (pp 11-12):

**Grading System:** In the system of grading employed by the University, the letters A, B, C, D, F, and X are used by faculty members to indicate the achievement or status of students in their courses.

In addition, the letters W, NR, NG, P, IP, FN and ER are used in certain specific circumstances. These letters have the following meanings:

(...)

IP In Progress, restricted to specific courses designed to span more than one term. Unless approved otherwise, an IP designation unresolved at the end of one year after its assignment will be converted to an F.

(...)

#### **Proposed Wording:**

**Grading System:** In the system of grading employed by the University, the letters A, B, C, D, F, and X are used by faculty members to indicate the achievement or status of students in their courses.

In addition, the letters W, NR, NG, P, IP, FN and ER are used in certain specific circumstances. These letters have the following meanings:

(...)

IP In Progress, restricted to specific courses designed to span more than one term. **An IP grade unresolved at the end of 3 years after its assignment will be converted to an F.**

(...)

#### 3. Rationale for amendment:

The IP grade allows graduate faculty to give students extra time to complete large projects or thesis manuscripts. However, one year is viewed as an insufficient amount of time to complete the work required for some projects/thesis. Therefore, the registrar's office grants an extension, but without a clear cutoff, the number of IP grades continue to accumulate. Currently WKU has over 500 IP grades for graduate classes. It is important that faculty can be able to both grant a longer time frame for the IP grade, and also a clear cutoff. Extending the timeframe for the IP grade to 3 years makes this possible.

Western Kentucky University currently has over 500 IP grades for graduate students largely because faculty requested that the registrar extend the date beyond the initial year. However, some of the grades are more than 10 years old. To alleviate this problem for the students, faculty, and the registrar, as well as our regional accreditation, it's important to establish a policy that is reasonable and easier to monitor.