

Combining the I and T Grades

BACKGROUND: Three different grades representing incomplete work may be given under the current CLA catalog. The I grade is given for medical reasons and originates from health professionals and the Academic Status Committee. The T grade is given if the instructor believes a student has legitimate personal reasons to warrant an extension on completing their academic work. The Q grade is given if a continuing project must be extended beyond the semester.

PROPOSAL: Academic Status Committee recommends awarding an I grade for conditions currently covered by I and T grades. The T grade would be eliminated, and the Q grade would remain unaffected.

ARGUMENTS IN FAVOR:

- The proposal simplifies the grading scheme and the CLA course catalog.
- Willamette CLA transcripts become easier for external reviewers to interpret.
- In practice, Academic Status Committee finds that the distinctions provided by separate I and T grades (described below) are not significant.

ARGUMENTS AGAINST:

- The I grade originates from administrative bodies rather than the instructor, and this distinction would be lost by merging the grades.

OPINION OF ACADEMIC COUNCIL: 6 in favor; 1 neutral

Existing Language in the CLA Catalog

The grade of I will stand for Medical Incomplete. This grade can be given only in cases of illness or for certain other exigencies verified by a health professional and the Academic Status Committee and must be made up during the next 30 days of residence or within three years of the date on which the I is recorded, whichever comes first. These deadlines may be extended only if the student successfully petitions the Academic Status Committee. All grades of I will be accompanied by a contingency grade, in the computation of which the instructor has considered work not completed as a zero or an F. The contingency grade will not be recorded on the permanent record (transcript) and will not be used in g.p.a. computation or in determinations of academic status unless the Registrar does not receive a new final grade from the instructor by the I grade deadline. At that time the contingency grade will be retained as the final grade.

The grade of NGR (No Grade Received) is used on a temporary basis if an instructor's grade has not been received by the grade deadline.

The grade of Q will denote those rare cases (usually in advanced seminars and independent study) when a continuing project for legitimate reasons must be extended beyond the end of the semester and perhaps through the following semester. Prior to the assignment of the Q grade, the instructor must submit written notification to the Dean of the College indicating the reason for use of this grade.

The grade of T will stand for Incomplete in those cases where the instructor determines there are legitimate reasons, other than health, to grant the student an extension of time. Like the grade of I, the grade of T must be made up during the next 30 days of residence, or within three years of the date on which the T is recorded, whichever comes first. These deadlines may be extended only if the student successfully petitions the Academic Status Committee. All grades of T will be accompanied by a contingency grade, in the computation of which the instructor has considered work not completed as a zero or an F. The contingency grade will not be recorded on the permanent record (transcript) and will not be used in g.p.a. computation or in determinations of academic status unless the Registrar does not receive a new final grade from the instructor by the T-grade deadline. At that time the contingency grade will be retained as the final grade.

Proposed Revised Language for the CLA Catalog

The grade of I will stand for Incomplete. This grade can be given in cases of illness or for certain other exigencies verified by a health professional and the Academic Status Committee, or in those cases where the instructor determines there are legitimate reasons to grant the student an extension of time. The grade of I must be made up during the next 30 days of residence or within three years of the date on which the I is recorded, whichever comes first. These deadlines may be extended only if the student successfully petitions the Academic Status Committee. All grades of I will be accompanied by a contingency grade, in the computation of which the instructor has considered work not completed as a zero or an F. The contingency grade will not be recorded on the permanent record (transcript) and will not be used in g.p.a. computation or in determinations of academic status unless the Registrar does not receive a new final grade from the instructor by the I grade deadline. At that time the contingency grade will be retained as the final grade.

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[Language on T grade removed]