

4-24-2009

SR-08-09-11R BAPC

Marshall University

Follow this and additional works at: http://mds.marshall.edu/fs_recommendations

Recommended Citation

Marshall University, "SR-08-09-11R BAPC" (2009). *Recommendations*. 272.
http://mds.marshall.edu/fs_recommendations/272

This Article is brought to you for free and open access by the Faculty Senate at Marshall Digital Scholar. It has been accepted for inclusion in Recommendations by an authorized administrator of Marshall Digital Scholar. For more information, please contact zhangj@marshall.edu, martj@marshall.edu.

**BUDGET AND ACADEMIC POLICY COMMITTEE
RECOMMENDATION**

SR-08-09-11R BAPC

Recommends that the current **INCOMPLETE** policy, as stated on page 139 of the 2008-2009 Marshall University Undergraduate Catalog, be revised as follows with proposed changes being indicated with new language in **bold** font and deleted language as ~~striketrough~~.

Incomplete: The grade of *I* (incomplete) indicates that the student has ~~not~~ completed ~~the course for some unavoidable reason that is acceptable to the instructor. The course instructor will specify~~ **three-quarters of the course, but cannot complete the course for a reason that accords with the university excused-absence policy. Students must be in good standing in the class prior to requesting an incomplete. The course instructor decides whether or not an incomplete will be granted and specifies** in writing what work the student must complete to fulfill the course requirements. The student has ~~up to one calendar year~~ **until the end of the next fall or spring semester** from the date of receipt of the incomplete grade in which to complete the course, ~~unless or~~ the instructor establishes ~~may establish~~ an earlier deadline. **If special circumstances exist, which prevent the student from completing the course in the prescribed time, the incomplete may be extended with approval of the instructor, the instructor's chair or division head, and the instructor's dean.** If the student satisfactorily completes the course in the prescribed time he/she will receive a letter grade. If the student fails to complete the course requirements during the stipulated time, the grade of ~~m~~ *I* changes to a grade of *F*. ~~A student can also remove an incomplete grade by repeating the course within the twelve month period.~~

RATIONALE:

The recommended policy is more specific. It removes ambiguities related to the academic responsibilities of the student applying for an incomplete grade and addresses the length of time needed for completion of the course requirements. In addition, the responsibility of the instructor to make the decision for granting an incomplete grade is clarified.

FACULTY SENATE CHAIR:

APPROVED BY THE
FACULTY SENATE:

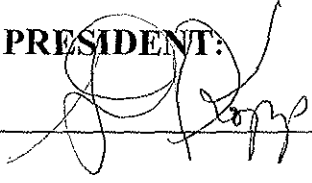
Tom Branner _____ DATE: 4/24/09

DISAPPROVED BY THE
FACULTY SENATE:

_____ DATE: _____

UNIVERSITY PRESIDENT:

APPROVED: _____

A handwritten signature in black ink, appearing to be 'J. Lopez', written over the 'APPROVED' line.

DATE: _____

5/13/09

DISAPPROVED: _____

DATE: _____

COMMENTS: _____

