

**The University of Tennessee, Knoxville
Undergraduate Council
Minutes of the Evote
April 3, 2020**

Voting Members participating in the evote: Chair Anthony Welch, Brian Ambroziak, Mark Barker, Richard Bennett, Emma Boyle, Alison Buchan, Natalie Campbell, Jamie Coble, Erin Darby, Kim Denton, Daniel Magilow, Chris Magra, Harrison Meadows, Robert Mindrup, Christine Nattrass, Yujeong Park, Kathleen Thompson, Amanda Warren, Erin Whiteside, Emma Willcox, Angela Wozencroft, and Lawand Yaseen

Because of the unusual circumstances created by the spread of COVID-19, the UG Academic Policy Committee held a second special meeting to consider enacting exceptions to policies as noted in the attached report from that committee.

At a regularly scheduled meeting of the UG Curriculum Committee on March 31, 2020, that committee approved the creation of this new grade mode with the caveat that it only be used in unusual circumstances such as those faced during Spring 2020 and that an appropriate approval process be followed each time it is used. The appropriate approval process was not defined by the Curriculum Committee, who recommend this be addressed at either the UG Council or the Faculty Senate level. The Curriculum Committee's report will be presented at the next regularly scheduled meeting of the UG Council.

The Undergraduate Council conducted an evote to review the items submitted by the Academic Policy Committee. A quorum of the voting members took part in the evote, with 22 members voting to approve all proposals and no one voting against any item.

Reports

Academic Policy Committee, Minutes of the Special Meeting on March 31, 2020

Next regularly scheduled meeting: Tuesday, April 14, 2020, at 3:40 pm in the Frieson Black Cultural Center Multipurpose Room. (Location subject to change, including the possibility of meeting in a virtual environment.)

Approval of minutes: These minutes were certified correct via email on April xx, 2020.

Minutes submitted by: Molly Sullivan

The University of Tennessee, Knoxville
Academic Policy Committee
Minutes of the Special Meeting
March 31, 2020

Call to order: A special meeting of the Academic Policy Committee was held via online software on March 31, 2020. The meeting was called to order once quorum was determined to be met at 11:00 a.m. by Joanne Devlin, Chair.

Members present: Joanne Devlin (Chair), Natalie Campbell, Jamie Coble, Ozlem Kilic (by proxy Margie Russell), Charlie Parker, Margie Russell, Janet Schmitt, and Karen Sullivan-Vance

Others present: Katherine Ambroziak, Kathy Abbott, Mary Beth Burlison, Ryan Carter, Chuck Collins, Alison Connor, George Drinnon, Jeff Fairbrother, Betsy Gullett, Mary Gunther, Travis Holsapple, Jennifer Hardy, Heather Hartman, R.J. Hinde, Peggy Love, Robert Mindrup, Lane Morris, Missy Parker, Jana Spitzer, John Stier, Molly Sullivan, Celena Tullos, Anthony Welch, and Stephanie Workman

Proposals:

Because of the unusual circumstances created by the spread of COVID-19, the Committee held a special meeting to consider the following proposals.

- A new grade mode of S/CR/NC will be created as an emergency measure for Spring 2020, where
 - S is equal to C or better
 - CR is equal to C-, D+, D, or D-
 - NC is equal to F
- Departments with courses that currently have a grade mode of A-F can add the option of a new S/CR/NC grade mode to be used temporarily during the unusual circumstances of Spring 2020. The S/CR/NC will take the place of the current S/NC grade mode for Spring 2020 except for courses that are S/NC grade mode only. Departments with courses that currently use ABC/N can add the option of S/NC during Spring 2020. The deadline for students to make their grade mode choice is April 22, 2020.
- In the event that a student is repeating a course in Spring 2020 with the intent of using the existing lower-division grade replacement policy (first three lower-division course grades), if the student elects S/CR/NC grading for the Spring 2020 repeat, then the prior grade earned will not be used in computing the student's cumulative UTK GPA. This suspends the current policy that restricts students from electing S/NC grading to replace a grade previously earned with A-F grading.
- The grade replacement policies will be updated to include a CR in grade repeat/replacements.
- Undergraduate students who were awarded a grade of Incomplete in a course taken for undergraduate credit from Spring 2019, Mini-term 2019, and/or Summer 2019 will have until the end of Fall 2020 to remove the Incomplete. That is, the Office of the University Registrar will not automatically roll Incompletes from Spring 2019, Mini-term 2019, or any Summer 2019 course to an F until the end of Fall 2020. This does not waive the university's requirement that all Incomplete grades must be removed before a student can graduate.
- Emergency circumstances may warrant the extension of some temporary changes to undergraduate academic policy beyond the end of Spring 2020. The Undergraduate Academic Policy Committee resolves that UG Council leadership and Faculty Senate leadership should develop a procedure for evaluating those circumstances authorizing the extension of those policies that may best serve students.

All proposals were approved.

Adjournment: The meeting was adjourned at 1:16 p.m.

Approval of Minutes: These minutes were certified correct via email on April 1, 2020.

Minutes submitted by: Molly Sullivan

1. Proposal to enact a temporary three-pronged grading mode for undergraduate classes for Spring 2020

Part one – Creating a new grading mode for Spring 2020

Rationale:

The Undergraduate Council's Academic Policy Committee, the Council itself, and the Faculty Senate have approved extensions to the use of S/NC grading for undergraduate courses for Spring 2020.

Students who are enrolled in a course simply to complete a General Education requirement would ordinarily be allowed to satisfy the General Education requirement with any credit-earning grade, including grades from C-minus down to D-minus.

If a student elects S/NC grading for such a course, grades of C-minus down to D-minus will map onto the NC grade, and the student will not earn credit for the course. So, under the temporary adjustments to academic policies already approved by the Faculty Senate, this hypothetical student will have to choose between retaining A-F grading in order to earn credit and satisfy a General Education requirement, or protecting their GPA but giving up the opportunity to satisfy a General Education requirement.

Similar considerations apply to students enrolled in free electives simply to reach the graduation requirement of 120 earned credit hours.

Creation of a three-pronged grading mode for Spring 2020 undergraduate courses will allow students to earn credit in these, and similar, situations.

Proposal:

For undergraduate courses (100-level to 400-level) taken for undergraduate credit during Spring 2020, traditional S/NC grading will be replaced by Satisfactory/Credit/No Credit (S/CR/NC) grading.

(RJ question: will we forbid S/NC grading in Spring 2020? This is what "replaced" implies.)

S/CR/NC grading will work as follows. These regulations apply only to classes taken in Spring 2020.

- (1) S will be entered when a student would have earned a grade of C or higher.
- (2) CR will be entered when a student would have earned a grade of C-minus, D-plus, D, or D-minus.
- (3) NC will be entered when a student would have earned a grade of F.
- (4) None of the grades (S, CR, or NC) will affect a student's UTK GPA.
- (5) Students who earn S will be considered as completing the course satisfactorily.
- (6) Students who earn S or CR will be considered as completing the course and will earn credit hours for the course.
- (7) Students who earn NC will be considered as not completing the course and will earn no credit hours for the course.
- (8) The credit hours for the course are included in a student's attempted credit hours, regardless of the grade earned.
- (9) S grades can be used to satisfy any major, minor, concentration, college, General Education, and graduation requirements where a grade of C or higher is required, regardless of department or college regulations on the use of S grades for this purpose.
- (10) CR grades can be used to satisfy any curricular or graduation requirements where a grade of D-minus or higher is required.
- (11) Hours earned with grades of S or CR will not count against college-level limits on the number of hours of S-graded course work that can be applied to a degree.

In lieu of adding a section to the Undergraduate Catalog for 2019-20, the Office of the University Registrar will maintain a document on its web site explaining the S/CR/NC grading mode and will post a statement about S/CR/NC grading (for undergraduate students) and S/NC grading (for graduate students) on all students' transcripts for Spring 2020.

Part two – Adjusting various regulations associated with repeated coursework

Rationale:

Certain regulations governing course repetition need to be adjusted to account for both the temporary adjustments to policy approved by Faculty Senate on March 25, 2020, and the proposal listed above in Part One.

Proposal:

Make the following changes or temporary adjustments to regulations listed in various sections of the 2019-20 and 2020-21 Undergraduate Catalogs:

2019-20 Catalog:

Satisfactory/No Credit Grading

The policy listed below will be suspended for Spring 2020 only. Students may elect S/CR/NC grading [or S/NC grading, if either (a) three-pronged grading is rejected by any following body or (b) some S/NC-only courses are allowed to remain S/NC rather than converting to S/CR/NC] if they are currently repeating a course in which they earned a conventional letter grade.

- A student may not repeat a course for S/NC if the student received a conventional grade (A, A-, B+, B, B-, C+, C, C-, D+, D, D-, and F).

(RJ note: thoughts on the next proposal? This is consistent with our current policy of “last grade counts”.)

In the event that a student is repeating a course in Spring 2020 with the intent of using the existing lower-division grade replacement policy (first three lower-division course grades), if the student elects S/CR/NC grading for the Spring 2020 repeat, then the prior grade earned will not be used in computing the student's cumulative UTK GPA.

(RJ note: need to figure this one out...)

In the event that a student is repeating a course in Spring 2020 and the existing lower-division grade replacement policy does not apply, if the student elects S/CR/NC grading for the Spring 2020 repeat, then ...

Repeating Courses

General Repeat Policy

(RJ note: this retroactive change might be unnecessary, or impossible, but is it better to be safe than sorry?)

- Grades of C-, D+, D, D-, F, Incomplete, **CR**, and NC are counted as one of the three attempts.

2020-21 Catalog and all future Catalogs:

Repeating Courses

General Repeat Policy

- Grades of C–, D+, D, D–, F, Incomplete, **CR**, NC, and all N-prefix grades for ABC/N-graded courses are counted as one of the three attempts.

2. Proposal to extend the completion window for Incomplete grades awarded in Spring 2019

Rationale:

Students may need extra time to adjust to the university's quick transition to fully online teaching and learning for the remainder of Spring 2020. During this term, students therefore may not be able to complete the work that is required to remove Incomplete grades from their academic history. Extending the completion window for Incomplete grades awarded in Spring 2019 will help these students focus time on their current studies.

Proposal:

Students who were awarded a grade of Incomplete in Spring 2019 will have until the end of Fall 2020 to remove that Incomplete.

However, this does not waive the university's requirement that all Incomplete grades must be removed before a student can graduate.