

ACADEMIC POLICIES COMMITTEE

ANNUAL REPORT 2021-22

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Summary

The following summarizes the activities of the Academic Policies Committee (APC) during the 2021-22 academic year.

- Deeanna Button stepped down as APC chair in September.
- Emma Witt took over as APC chair in October, following a special election.
- The committee held five meetings
- Topics considered included
 - [Late W for Fall 2021](#)
 - [P/NC in Fall 2021](#)
 - [Procedure 2017-Course Numbering, Grading Policies and Course Sequencing](#)
 - [Grade Replacement](#)
 - [Pivot to Zoom](#)

Detailed Activity Description

Late W Fall 2021 Semester

A motion was made in Faculty Senate for consideration of moving the late W date during the fall semester. The committee recommended the Senate consider moving the W date to Nov 29 (after Thanksgiving). Senate agreed and recommended the change to Administration, who declined to move the W date.

APC would like to note that any future requests to move the W date be accompanied by (or in time to get) data that will let us know how many students and Ws are occurring, as they may be having a large impact

warrant further consideration unless a formal procedure needs to be drafted. The topic will be considered by Senate Exec.

[Academic Warning Credit Limits](#)

At the request of a faculty senator (Christine Tartaro) the committee began discussing recommending credit limits for students on Academic Warning or Probation. The discussion will resume in Fall 2022, once more data from Institutional Research is obtained.

Appendix A: Complete Grade Replacement Report

APC Grade Replacement Recommendations

Feb 28 2022 | Emma Witt, Chair

Summary

The Academic Policies Committee believes that Stockton should

Concerning the number of times a student can take a single course, the maximum attempts should be three. Students can register for a second attempt on their own, but if a third attempt is required, they will have to get permission from their school office before being allowed to register a third time.

Suggested wording:

Repeating a Course for Credit

A student may repeat any course once without permission except where prohibited by accreditation standards and/or licensure requirements or if stated in the University Bulletin/catalog. A course repeat applies to courses from which the student received a grade or withdrew and received a grade of W. In order to repeat a course, the student must re-register, pay all appropriate tuition and fees, and satisfactorily complete the course (whereupon a separate grade will be assigned).

Students wishing to repeat a course for a second time (third overall attempt) shall be required to meet with their School Dean or Assistant Dean before being allowed to register for the course.

How should multiple attempts be considered in the GPA?

When a student retakes a course, the current policy averages the two letter grades when calculating a student's GPA. APC considered three options here: count the highest grade, drop the lowest grade, or count the grade of the most recent attempt. The committee vote on this was 7 votes for the highest grade, 1 for the most recent, 0 for drop the lowest. Therefore, we recommend:

When a student re-takes a course, the highest grade earned should be counted in their GPA.

Suggested wording:

When a course is repeated, the "prevailing grade" will be the highest grade earned in the course. For these purposes, a grade that is assigned a numeric weight (i.e. A: 4.00, B: 3.00, C: 2.00, D: 1.00, F: 0.00, etc.) is considered higher than a grade that is not assigned a numeric weight (i.e. P, NC, or W).

When can grade replacement be used?

The circumstances under which a student may wish to replace a grade will vary by student and class. Financial aid can be used to repeat a course one time, irrespective of the grade received in the initial attempt. Other NJ institutions have a variety of approaches, including allowing students to replace any grade (A-F, W, P/NC) or limiting the grade replacement to grades lower than C's. The idea of "grade shopping" was one of the main concerns of APC and Faculty Senate in 2015-2016, and remains a concern among the committee now. The committee considered the following options:

How many times can grade replacement be used?

Should there be a limit on the number of grades or credit hours a student can replace? Financial aid and satisfactory academic progress will somewhat limit many students in the number of credits or classes they can replace. For example, students are limited to 150% (192 credits) of the credits needed to complete their bachelor's degree, and must maintain a PACE of 67% to remain eligible for financial aid. The committee considered whether or not there should be a limit on the number of times a student can use grade replacement-not the number of times a student can repeat their courses. The options were:

- Students should be allowed to use grade replacement for as many courses as they want
- Students should be limited to a set number of classes, such as 5 courses
- Students should be limited to a set number of credits, such as 20 credits

Five committee members voted for establishing a limit on the number of times students can replace grades, with two voting for a credit based limit and three for a class based limit. Three members voted to allow students to replace as many grades as they want. By a 5-3 vote then, the committee recommends:

There should be a limit on the number of times students can use grade replacement. Whether this limit should be course based or credit based, and what that limit should be established as warrants further consideration.

Academic honesty

If a violation of the academic policy is upheld against a student, should that student be permitted to use grade replacement? This was a big question for the committee, with many discussions about the varying levels of academic dishonesty, considering the implications of punishing students twice for the same offense, wishing to uphold the integrity of the University, and the current procedures related to academic dishonesty. We considered the following three options in our vote:

- If an academic honesty charge is upheld, grade replacement should not be an option
- Academic honesty issues should have no impact on grade replacement
- Prohibition of grade replacement should be a potential consequence of academic honesty charges

The committee vote was three for "Academic honesty issues should have no impact on grade replacement" and five for "Prohibition of grade replacement should be a potential consequence of academic honesty charges"

Thus, the committee recommends:

Procedure 2005 Student Academic Honesty should be edited to indicate that denial of the grade replacement option is a potential penalty for violating the academic honesty parts of the Campus Code of Conduct.

Graduate programs

Currently, students in graduate programs are allowed one course repeat, with the grades averaged for the GPA calculation. The committee considered whether or not graduate classes should be eligible to use the grade replacement option and by a 5-3 vote felt they should not be eligible for grade replacement.

Our recommendation is:

Grade replacement should only be used for undergraduate courses/programs.

Course sequencing, exceptions

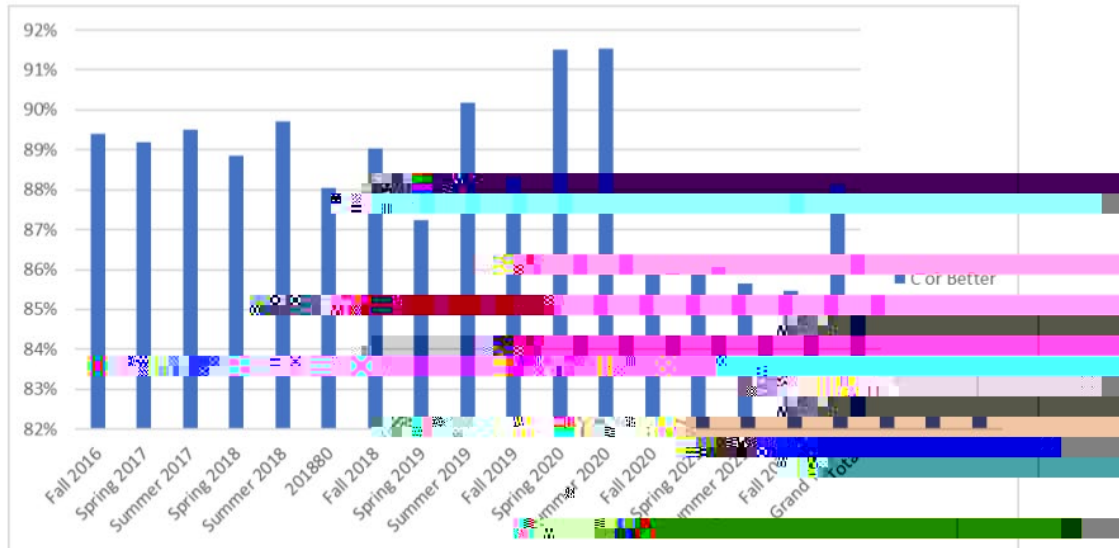
We believe that limiting re-takes to those grades that are below the minimum grade requirements for many programs will mean that this section of Procedure 2017 can remain as written, since students need at least a C in those courses to move on to the next level. They would be ineligible for grade replacement.

“Some courses are offered in a specific sequence because certain proficiencies in one serve as the basis for the next level course. Students who complete the higher-level proficiency cannot subsequently earn credit in the lower-level course. Examples of such sequences are MATH 1100 Pre-Calculus Mathematics with MATH 2215 Calculus I and LANG 1230 Beginning French I with LANG 1231 Beginning French II.”

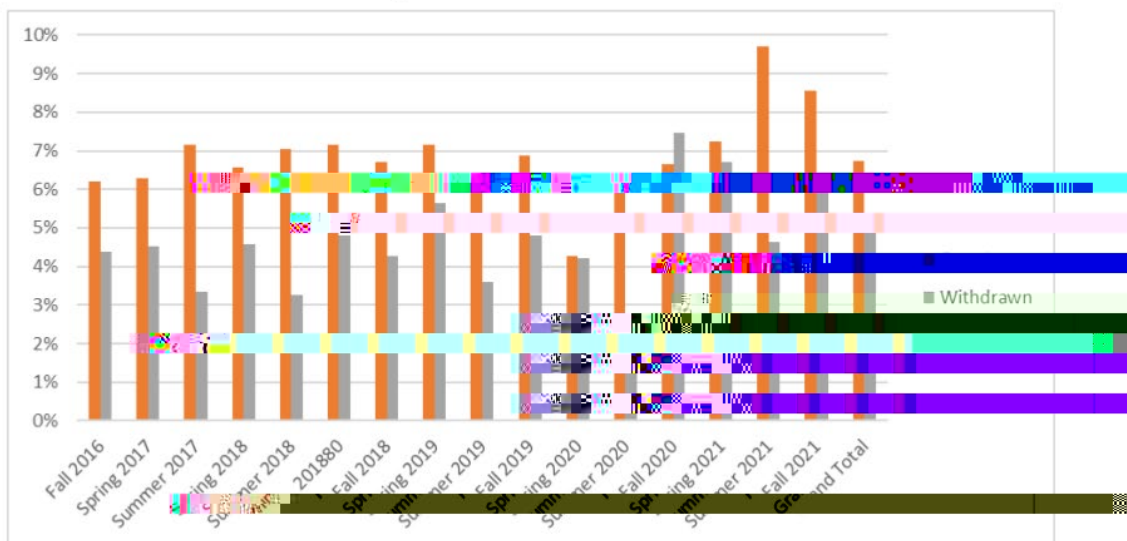
Other courses and programs need to be specifically mentioned with respect to grade replacement. For example, First year seminar courses should not be eligible for grade replacement, as having non-first year students in them negatively impacts

Appendix 1: Summary of available IR data

Successful attempts for courses Fall 2016-21



Unsuccessful attempts



Course Repeat by Program

Programs with the most repeats (% of total unsuccessful that repeat)

ACCT 56%
BSNS 59%
FINA 50%
CRIM 38%
HLTH 37%
MGMT 37%
FRST 36%
MATH 35%
CHEM 35%

Overall average = 19%

[Workbook with repeats by acronym](#)

[Workbook Repeat outcomes by gender and Race/Ethnicity](#)

[Success rates by program and gender, Race/Ethnicity](#)

Appendix 2: What do other places do?

[Summary from Provost's Office](#)

[Summary from APC](#)

Summary Slides

Course Repeat How many times can a student take a course

School	Info
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Summary of Grade Replacement Policies Limits Earned Academic

retake a course?

is A. The grade remains on the transcript at all other institutions considered. This is added to the transcript for repeated courses under review at Rowan and "R" is added to the transcript.

course considered in a student's GPA?

Q: How is the repeated course

ation A. At four of the other institutions, the highest grade is used in GPA calculation. At the other two institutions, the lowest grade is used. At Rowan, ISM, Thomas Edison, and Trenton State, the lowest grade is used. At NJIT, the lowest grade is excluded in GPA calculation. At all other institutions, the lowest grade is used. At NJIT, the lowest grade is excluded in GPA calculation. At all other institutions, the lowest grade is used.

Summary of Grade Replacement Policies Limits Earned Academic

Other aspects

programs, one Graduate programs—three of the institutions address graduate programs. One does not allow graduate students to use grade replacement in any circumstances.

Appendix 3: Proposals for grade replacement

[Initial proposal from Joe Cirio](#)

[Joe Cirio Response to APC Feedback](#)

Provost's Office Proposal

"Repeating a Course for Credit

A student may repeat any course once except where prohibited by accreditation standards and/or licensure requirements or if stated in the University Bulletin/catalog. A course repeat This also applies to courses from which the student received a grade or withdrew and received a grade of W. In order to repeat a course, the student must re-register, pay all appropriate tuition and fees, and satisfactorily complete the course (whereupon a separate grade will be assigned).

When a course is repeated, the "prevailing grade" will be the highest grade earned for that course. For these purposes, a grade that is assigned a numeric weight (i.e. A: 4.00, B: 3.00, C: 2.00, D: 1.00, F: 0.00, etc.) is considered higher than a grade that is not assigned a numeric weight (i.e. P, NC, or W).

All grades earned will remain on the student's permanent transcript, but only the prevailing grade is and will be calculated in the cumulative grade point average. However, for courses for which a student has received a charge of academic dishonesty, and that charge has been upheld, both grades will remain on the transcript and be factored into the student's GPA.

Except where specified in the University Bulletin, a course passed more than once may only be counted once toward graduation.

In exceptional circumstances, and where not prohibited by accreditation or licensure requirements, a course may be repeated more than once with permission from the Office of the Provost or designee. "