

**UC 9167 06F**

Received 11/8/06

TO: Joel Bloom, Chair  
Undergraduate Council

FROM: Rebecca Achée Thornton  
Academic Policies and Procedures Committee

SUBJECT **PeopleSoft issues:**  
**UC 8892 06F – No grade at fully graded date**  
**UC 8886 06F – Dean's List**

APPROVED NOV 15 2006

DATE: November 7, 2006

The Academic Policies and Procedures Committee met Wednesday October 4, 2006 and November 1, 2006. Committee members present at one or more meetings: Lane Gauthier, Charles Peters, Maria Solino, William Munson, William Chernish and Rebecca Achée Thornton. Cassandra Heavrin and Libby Barlow attended as guests.

**UC 8892 06F – No grade at fully graded date**

In PeopleSoft "academic standing" for each student is determined at the end of the semester when batch process is run on the entire semester enrollment population. This process must be run only once in order to avoid multiple academic standing notations per student, of which extraneous notations would have to be removed manually. This process presupposes that no student grades are left blank.

In order to avoid problems that late submitted grades would cause, the registrar's office would like to adopt the following procedure:

- Before running end-of-term batch processes, a grade "placeholder" of "NR" (No Report) would be inserted.

This would prevent multiple academic standing notations from being created. Once an instructor is ready to assign grades, the NR notation would simply be replaced with the appropriate grade. The committee recommends approval of this procedure.

An additional request was made as follows:

- Institute a policy to require all instructors to post final grades within 72 hours of final exams and find a method to make that work.

The committee concluded that this would not be possible. First, there are exceptional cases that reasonably require a longer time period to elapse between the administration of a final exam and final grade calculation. Secondly, we could not imagine a reasonable enforcement mechanism and felt this was beyond the scope of this committee's authority. We did, however, suggest that the submitter raise the issue with faculty senate if desired.

**UC 8886 06F – Dean's List**

This proposal was withdrawn by the submitter.