# http://www.ric.edu/webcommunications/images/SealWithText_Small_Black.pngUNDERGRADUATE CURRICULUM COMMITTEE (UCC)PROPOSAL FORM

## Cover page scroll over blue text to see further important [instructions](#instructions): [if not working select “COMMents on rollover” in your Word preferences under view] please read these.

**N.B. DO NOT USE HIGHLIGHT, where choices are given within categories, please DELETE those THAT DO NOT APPLY TO YOUR PROPOSAL. Do not delete numbered categories.**

**ALL numbers in section (A) to be completed, including the impact ones (#5-7), put “none” if that is the case.**

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| --- | --- | --- |
| A.2. [Proposal type](#type) | **REVISION OF REPEAT GRADE POLICY** |  |
| A.3. [Originator](#Originator) | **Holly L. Shadoian** | Department | Academic Affairs |
| A.4. [Context and Rationale](#Rationale)  | Current repeat policy requires that the repeated grade, whether higher or lower, replaces the original grade in the calculation of the cumulative GPA. This policy revision would allow the original or the repeated grade, whichever is higher, to be calculated in the student’s cumulative GPA. Our students often face challenges in their lives which may impact academic performance. A recently dismissed student met with me last semester and shared that she was under a great deal of pressure at home. She took ENGL 120 in fall 2017 and earned a C. Her mother insisted she could do better, so she repeated the course in fall 2018 and earned an F. Under current policy, the F was then calculated in her cumulative GPA, pushing her further from getting back into good academic standing and requiring her to petition the Academic Standing Committee for permission to repeat the Gen Ed course again. Six of our peer institutions allow the higher grade (original or repeat) to count: Bridgewater, Eastern Illinois, Fitchburg, Kean, Salem State and Worcester State (Kean allows higher, but says if lower, it is averaged with original grade).The only change to the existing policy language for Repeating a Course is in the second paragraph found in the college catalog on repeating a course (policy is currently missing from MAPP but will be added into next revision): [2019-2020 Catalog](http://ric.smartcatalogiq.com/2019-2020/Catalog) > [General Information - Undergraduate](http://ric.smartcatalogiq.com/2019-2020/Catalog/General-Information-Undergraduate) > [Academic Policies and Requirements - Undergraduate](http://ric.smartcatalogiq.com/2019-2020/Catalog/General-Information-Undergraduate/Academic-Policies-and-Requirements-Undergraduate) > It should be amended to:Once a course is repeated, only the higher grade earned will be included in the calculation of the cumulative grade point average. Both grades will appear on the student’s transcript. Only grades for courses repeated at Rhode Island College will be adjusted. |
| A.5. [Student impact](#student_impact) | **Will allow students to benefit from their best work.** |
| A.6. [Impact on other programs](#impact)  | **None** |
| A.7. [Resource impact](#Resource) | [*Faculty PT & FT*](#faculty):  | **None** |
| [*Library*:](#library) | **None** |
| [*Technology*](#technology) | **None** |
| [*Facilities*](#facilities): | **None** |
| A.8. [Semester effective](#Semester_effective) | **May 2020** | A.9. [Rationale if sooner than next Fall](#Semester_effective) | Can help students this semester if applied in time for spring grades and running the process for Academic Standing. |
| A.10. INSTRUCTIONS FOR CATALOG COPY: This single file copy must include ALL relevant pages from the college catalog, and show how the catalog will be revised. (1) Go to the “Forms and Information” page on the UCC website. Scroll down until you see the Word files for the current catalog. (2) Download ALL catalog sections relevant for this proposal, including course descriptions and/or other affected programs. (3) Place ALL relevant catalog copy into a single file. Put page breaks between sections and **delete any catalog pages not relevant for this proposal**. (4) Using the track changes function, revise the catalog pages to demonstrate what the information should look like in next year’s catalog. (5) Check the revised catalog pages against the proposal form, especially making sure that program totals are correct if adding/deleting course credits. If new copy, indicate where it should go in the catalog. If making related proposals a single catalog copy that includes all is acceptable. Send as a separate single file along with this form. |

## D. Signatures

* Changes that affect General Education in any way MUST be approved by ALL Deans and COGE Chair.
* Changes that directly impact more than one department/program MUST have the signatures of all relevant department chairs, program directors, and their relevant dean (e.g. when creating/revising a program using courses from other departments/programs). Check UCC manual 4.2 for further guidelines on whether the signatures need to be approval or acknowledgement.
* Proposals that do not have appropriate approval signatures will not be considered.
* Type in name of person signing and their position/affiliation.
* Send electronic files of this proposal and accompanying catalog copy to curriculum@ric.edu and a printed signature copy of this whole form to the current Chair of UCC. Check UCC website for due dates.

##### D.1. Approvals: required from programs/departments/deans who originate the proposal. may include multiple departments, e.g., for joint/interdisciplinary proposals.

| *Name* | Position/affiliation | [Signature](#_Signature" \o "Insert electronic signature, if available, in this column) | Date |
| --- | --- | --- | --- |
| Earl Simson | Dean, FAS |  |  |
| Jeffrey Mello | Dean, SoB |  |  |
| Jeannine Dingus-Eason | Dean, FSHED |  |  |
| Debra Servello | Interim Dean, SON |  |  |
| Jayashree Nimmagadda | Interim Dean, SSW |  |  |

##### D.2. [Acknowledgements](#acknowledge): REQUIRED from OTHER PROGRAMS/DEPARTMENTS (and their relevant deans if not already included above) that are IMPACTED BY THE PROPOSAL. SIGNATURE DOES NOT INDICATE APPROVAL, ONLY AWARENESS THAT THE PROPOSAL IS BEING SUBMITTED. CONCERNS SHOULD BE BROUGHT TO THE UCC COMMITTEE MEETING FOR DISCUSSION; all faculty are welcome to attend.

| Name | Position/affiliation | [Signature](#Signature_2) | Date |
| --- | --- | --- | --- |
| Tamecka Hardmon | Director of Records  |  |  |