

Academic Standing Committee

Minutes of the meeting on May 11th, 2020

Present: Alexandra Rojas (Chair), Lee Boyar (Business and Technology), Caterina Almendral (ELA), Lilla Tőke (English), Vera Albrecht (Humanities), Andrew McFarlae (Humanities), Janet Gonzalez (Natural Sciences), Erika Correa (ACE), Kyle Hollar-Gregory (Social Science), Derwent Dawkins (Registrar)

Guest speaker: Anthony Pappas (Secretary, MEC Department & College Senator)

Meeting start time: 2:41pm via Zoom (Zoom host: Janet Gonzalez)

Meeting end time: 4:38 pm

Concerns regarding the Repeat Course Policy (C-,D+,D,D-)

1. Anthony Pappas raised a concern that was expressed in the Senate about departments possibly not adhering to the Repeat Course Policy as outlined in the college catalog (page 198, 2019-2020). He wants to ensure the policy's uniformity between departments due to his knowledge of certain departments allowing grade changes that appear to fall outside of the stated policy.
2. Discussion began among committee members about the policy - recalling that it was previously discussed, confirming what the policy states and that the committee previously agreed to the policy remaining as currently outlined in the catalog. Questions were also raised about whether the chairs were clear about the policy and if the policy was enforced, and if so, by whom.
3. Members were informed that the Registrar's Office can assist with the enforcement of the Repeat Grade Policy, but only if the language is explicitly clear about what is permissible and what is not.
4. Discussions continued about the best approach and time to remind departments about the policy. A recommendation was made to bring this concern to all department chairs, possibly via memo to the Provost, to address the issue now prior to the fall.
5. Members of the committee were presented with a rationale to why departments should receive a gentle reminder about this policy, and when, if changes will be made:
 - a) **Transferring:** When a student signs the repeat policy permission form, it is recommended to have the department provide additional information about the implications upon transferring. For instance, if a student earns a grade of "D", credit is assigned to that course. However, when the student repeats the course (and earns a grade of B), the transferring college will only accept the grade of "D", because it's the first grade in which the credit was earned.

CUNY will not accept the grade earned from the 2nd attempt because credit was not awarded. (As per page 198, #3 of the Repeat Grade Policy, which states: "When a course is repeated, the credit for that course is not counted toward the degree a second time.") As a result, students typically inquire as to why the grade from the 2nd attempt

was not accepted by the transferring college, failing to realize that credits are not awarded twice for the same course.

- b) **Timing:** If the committee is going to revisit or make any type of changes to this policy, because registration begins earlier each term, notice to the departments needs to happen early enough before the next cycle of registration begins, before students make a decision to repeat a course.
6. **ACTION:** The committee concluded the discussion by agreeing it was best to draft an email or memo to the Provost to clarify the policy and to remind departments to adhere to the Repeat Grade Policy. The correspondence will also mention that departments may think they are helping students by using discretion to allow a student to repeat the course, but there are actually consequences when students transfer that the student is not aware of, and we (the committee) should respectfully request that departments desist from doing this in the future. Providing the reminder and rationale is grounded in the well-being of the student and is likely to result in a constructive dialogue.
7. Two questions were then raised:
- a) Is this policy abided by equally across campuses?
 - Students have been found to share that their peers have been able to repeat certain courses without question;
 - Other campuses are known to grant credit to the highest grade earned, as LaGuardia's policies may not always be recognized at other colleges.

This led to the following question:

- b) Is there a policy that states why the credit is applied to the first course and not the 2nd repeated course? The answer provided was: It is policy. The committee confirmed that they can initiate a proposal to go to the Provost, for it to then be brought before the Senate, if it is decided to initiate a change in the policy.
8. **Possible Action Item (TBD):** The point was raised by the committee that they may want to potentially look into changing how the credit is designated to a course that is repeated, for the purpose of having the credit applied to the highest grade earned.

Old Business:

- 1) Review of previous minutes for dates Nov. 16th, 2019 and April 6th, 2020 were reviewed and approved with a few minor changes.

Upon review of the previous minutes, the discussion was once again raised about the interpretation of the repeat grade policy and whether or not the current policy implies that a student can or cannot repeat a grade above a "C-". It was mentioned that the committee may want to consider rephrasing the policy to explicitly state that, "students should make requests to repeat grades above a C-." Some committee members believed there was ambiguity to the policy, while others did not.

Next Meeting: Monday, June 8th, 2020

Respectfully submitted,

Erika M. Correa, ACE Representative

Repeat Course Policy: (page 198 in 2019-2020 catalog)

Students who receive a grade of C-, D+, D, or D- grade may wish to repeat a course in an attempt to upgrade the skill level achieved and to facilitate the transfer of credits to a senior college. Each department has its own guidelines and procedures for students who wish to repeat a D or C- grade, and not every department allows repetition of coursework. Special permission must be obtained from the appropriate academic department prior to repeating the course.

In addition to securing departmental approval, the following general conditions must be met:

1. Students may repeat the same course only once;
2. Both grades will appear on the students' transcripts and will be included in the calculation of the GPA (even if students failed the course the second time);
3. When a course is repeated, the credit for that course is not counted toward the degree a second time; and
4. Generally students may repeat only three different courses in which a D or C- grade was earned. Requests to repeat more than three D or C- grade courses may be directed to the chairperson of the Academic Standing Committee.

The decision of the committee is final. Note: For the purposes of TAP, courses repeated through the D and C- Grade Policy will not be counted when determining the student's full-time or part-time financial aid eligibility.