

BRONX COMMUNITY COLLEGE
of The City University of New York

Committee on Academic Standing

Minutes of the Meeting of May 26, 1971

Faculty Dining Room - 2:15 p.m.

TO THE FACULTY:

PRESENT:

FACULTY REPRESENTATIVES

Dean Corbman, presiding; Dean Rosenfeld (alt.); Professors Bullard (alt.), Chang, Chiswick, D'Andrea, Eisenberg, Friberg, Gilroy, Hayde, Hermo, Hogan, Krieger (alt.), Linn (alt.), Read, Ress, Ritterman, Todorovich.

STUDENT REPRESENTATIVES

None

GUESTS

Prof. H. Erdsneker; Mr. Howard Coffman.

I. MINUTES

A. The minutes of the meeting of May 12 were unanimously approved with the correction of the following typographical error: In V., line 5, "precedence" should be "precedent."

B. The minutes of the meeting of May 19 were unanimously approved as presented.

II. COMMUNICATIONS

A. Prof. D'Andrea announced that the CAS graduation meeting will be held in the faculty cafeteria on Tuesday, June 1, at 2:30 p.m. Please study documents.

B. Letter, Prof. Chang to Prof. D'Andrea, 5/19/71: States that she will not be able to attend the CAS graduation meeting because she has been summoned for jury duty.

C. Memo, Prof. Read to Prof. D'Andrea, 5/24/71: Requests that reconsideration of the index classification chart as it pertains to the awarding of academic grades in remedial courses, an item which she previously asked to be removed from the agenda temporarily, be placed on the CAS agenda for fall.

III. STUDENT APPEALS

A. Memo, Prof. D'Andrea to Dr. Perlmutter, 5/12/71: Requests that the department set up an ad-hoc committee to consider the grade appeal of Miss Ida Crabb, NUR 14-8C1, Nur Tech 4, fall 1970, grade of "D" given.

B. Letter, Prof. D'Andrea to Mrs. Susan Oshima, 5/14/71: Informs student that the Ad Hoc Committee of the Mathematics Department has stated that they are unable to consider her appeal for a change of her "F" grade in MTH 17, spring 1969, since it has not been possible for the committee to arrange an appointment of mutual convenience with her, one of the required necessary steps in the appeals procedure, and that her appeals dossier will be filed in her folder and will be reactivated should she wish to continue her appeal.

C. Letter, Prof. D'Andrea to Miss Gloria Sherer, 5/14/71: Informs her that a special committee of the Department of English has denied her appeal for a change of her "F" grade and that the grade stands as her grade of record.

D. Letter, Prof. D'Andrea to Mr. Howard Coffman, 5/17/71: Informs the student that the matter of retroactive credit for courses which have increased in credit value over the years is now an item before the Committee on Academic Standing and that since there is no policy at the College as yet, his appeal will be held in abeyance until the CAS comes forth with a policy on the matter.

- E. Letter, Prof. D'Andrea to Mrs. Ida Crabb, 5/18/71: Informs student that a special committee of the Department of Nursing has denied her appeal for a change in her grade of "D" in NUR 14, fall 1970, and that this decision is final.
- F. Letter, Prof. D'Andrea to Mr. Andrew Smoak, 5/19/71: Informs student that a special committee of the Department of English has denied his appeal for a change of his "J" grade in ENG 01, fall 1970, and that this decision is final.
- G. Memo, Prof. D'Andrea to Dr. Galub, 5/19/71: Requests that the department set up an ad-hoc committee to consider the grade appeal of Millicent Mills, EGS 5-W, Psychology, fall 1963, grade of "F" given.
- H. Recommendations of Subcommittee on Student Appeals
 - 1. Reid, Joan, L.A.&S.: Extend deadline to change grade granted, making possible change of grade from "K=F" to "J" in HIS 11, Sp 68, Dr. Felix, instructor.
MOTION: To accept recommendation of the Subcommittee.
PASSED: Unanimously.
 - 2. Fortune, Barbara, L.A.&S.: Extend deadline to change grade and change "H" to "J" in ESB 8, Sp 64.
MOTION: To accept recommendation of the Subcommittee.
PASSED: Unanimously.
 - 3. Hansard, Paul, Non-Matric-L.A.&S.: Deny appeal, with recommendation that Mr. Hansard register for at least 2 semesters at ECC, taking at least 12 credits over the year, and then re-appeal and consider grade changes if his performance warrants it.
MOTION: To accept recommendation of the Subcommittee.
PASSED: 13-1-1.

IV. NEW BUSINESS

A summer Executive Committee of CAS was formed: Prof. D'Andrea, Chairman: Profs. Bullard, Chang, Hayde, Hermo and Todorovich.

V. OLD BUSINESS

New "J" Grade Policy - Prof. Hayde

MOTION: To accept the "New Proposal on the "J" Grade" submitted by the Subcommittee on "J" Grade, as amended, which is as follows: Effective Fall 1971 semester, the following regulations governing withdrawals and debarment shall be enacted. (Grades of "H" and "J" received before the fall 1971 semester do not apply to this regulation.)

I. Withdrawal Procedure

Students wishing to withdraw from any course in which they are registered may do so at any time prior to completion of all instruction and evaluative procedures of the course. The formal procedure for withdrawal shall be determined by the Registrar.

A. Grades issued upon initiation of formal withdrawal procedures shall be as follows:

- 1. 0 through 12th week inclusive - "J" grade only*
- 2. Conclusion of 12th week up to but not including completion of all instruction and evaluative procedures of the course - A, B, C, D, F, or J* (Evaluation is to be made by instructor in consultation with student)
- 3. Upon completion of all instruction and evaluative procedures of the course, no withdrawal may be initiated by either the student or instructor and only an academic grade, i.e., A, B, C, D or F may be assigned**

- B. Grades issued upon initiation of informal withdrawal procedure (student simply disappears) shall be as follows:
- 1) Any time during the semester - "H" grade only*
(Note "H" grade = unofficial withdrawal, excessive absences, debarment--no academic penalty)

II. Debarment Procedure (see CAS codification item X.I p. 29)

Changes to be made are:

Paragraph 3 Warning and Debarment for Excessive Absence

In this paragraph "H" (= "F") should read

"H" (= "J")*

III. Restrictions on "J" and "H" Grades

Students may receive up to but not inclusive of 16 credits or credit weights of "J" or "H" grades combined or alone during their academic career at BCC.

- 1) Matriculated students who exceed this maximum shall be reclassified as non-matriculants (regardless of their cumulative indices)***
- 2) Non-matriculated and non-degree students who exceed this maximum shall not be permitted to register.***

Repealer Clause

All CAS regulations inconsistent with the specific procedures outlined in this motion are hereby made consistent or are repealed whichever is more applicable.

Notes:

*Appeal to the CAS may be made by the student during this interval.

The CAS may adjudicate all questions involving:

- 1) non academic; i.e., administrative evaluations made during this period ("H" or "J" grades)
- 2) resolution of grades from an academic to a non academic grade.

Example: A, B, C, D, F resolved to "H" or "J" upon appeal

The CAS is not empowered to adjudicate the following under this clause:

- 3) appeals for change of an academic grade to another academic grade
- 4) appeals for change of a non academic grade to an academic grade

Appeal to the CAS for items 3 and 4 above will be referred to the appropriate department for ad hoc committee adjudication (see CAS codification X4b1)

**Appeal to the CAS may be made by the student during this interval. The CAS shall direct the appeal to the appropriate department for ad hoc committee adjudication (see CAS codification X4b1)

*** Exceptions to this regulation may be made upon appeal to the CAS or its delegated authority. It is recognized that exceptional circumstances may mitigate against the strict application of this regulation from time to time and the CAS or its delegated authority is empowered to act to waive or extend the limitations incorporated within this article.

PASSED: Unanimously.

"J" Grade--The Cooperative Education Internship Program

Prof. Krieger spoke to the CAS concerning the effect of the "J" grade on the Cooperative Education Internship Program. Due to the lack of time, discussion was continued until the next CAS meeting.

- VI. The meeting was adjourned at 5:20 p.m. Next meeting: Tuesday, June 1, 1971, at 2:30 p.m.

Respectfully submitted,

Phyllis J. Read
Phyllis J. Read
Secretary

CAS Notebook
BRONX COMMUNITY COLLEGE
of The City University of New York

Excerpted from the Minutes of the Committee on Academic Standing, May 26, 1971

NEW "J" GRADE POLICY

MOTION: To accept the "New Proposal on the 'J' Grade" submitted by the Subcommittee on "J" Grade, as amended, which is as follows:

Effective Fall 1971 semester, the following regulations governing withdrawals and debarment shall be enacted. [Grades of "H" and "J" received before the fall 1971 semester do not apply to this regulation.]

I. Withdrawal Procedure

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A. Grades issued upon initiation of formal withdrawal procedures shall be as follows:

1. 0 through 12th week inclusive - "J" grade only*.
2. Conclusion of 12th week up to but not including completion of all instruction and evaluative procedures of the course - A, B, C, D, F, or J* [Evaluation is to be made by instructor in consultation with student]
3. Upon completion of all instruction and evaluative procedures of the course, no withdrawal may be initiated by either the student or instructor and only an academic grade, i. e., A, B, C, D or F may be assigned**

B. Grades issued upon initiation of informal withdrawal procedure [student simply disappears] shall be as follows:

1. Any time during the semester - "H" grade only*
[Note "H" grade = unofficial withdrawal, excessive absences, debarment--no academic penalty]

II. Debarment Procedure [see CAS Codification item X. I p. 29]

Changes to be made are:

Paragraph 3 Warning and Debarment for Excessive Absence

In this paragraph "H" [= "F"] should read

"H" [= "J"]*

III. Restrictions on "J" and "H" Grades

Students may receive up to but not inclusive of 16 credits or credit weights of "J" or "H" grades combined or alone during their academic career at BCC.

1. Matriculated students who exceed this maximum shall be reclassified as non-matriculants [regardless of their cumulative indices]***
2. Non-matriculated and non-degree students who exceed this maximum shall not be permitted to register. ***

[more]

New "J" Grade Policy - [Continued]

Repealer Clause

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Notes:

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2. resolution of grades from an academic to a non academic grade.
Example: A, B, C, D, F resolved to "H" or "J" upon appeal
3. The CAS is not empowered to adjudicate the following under this clause:
appeals for change of an academic grade to another academic grade
4. appeals for change of a non academic grade to an academic grade

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PASSED: Unanimously.

eb-10/4/71