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Reports of Incomplete Grades

University of Rhode Island Faculty Senate

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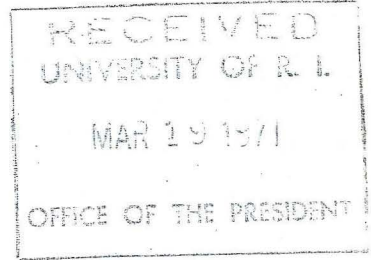
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UNIVERSITY OF RHODE ISLAND

FACULTY SENATE

BILL

Adopted by the Faculty Senate



TO: President Werner A. Baum

FROM: Chairman of the Faculty Senate

1. The Attached BILL, titled Reports of Incomplete Grades

is forwarded for your consideration.

2. The original and two copies for your use are included.

3. This BILL was adopted by vote of the Faculty Senate on March 18, 1971 (date).

4. After considering this bill, will you please indicate your approval or disapproval. Return the original or forward it to the Board of Trustees, completing the appropriate endorsement below.

5. In accordance with Section 8, paragraph 2 of the Senate's By-Laws, this bill will become effective on April 8, 1971 (date), three weeks after Senate approval, unless: (1) specific dates for implementation are written into the bill; (2) you return it disapproved; (3) you forward it to the Board of Trustees for their approval; or (4) the University Faculty petitions for a referendum. If the bill is forwarded to the Board of Trustees, it will not become effective until approved by the Board.

March 19, 1971
(date)

Walter C. Mueller /s/
Chairman of the Faculty Senate

ENDORSEMENT 1.

TO: Chairman of the Faculty Senate

FROM: President of the University

1. Returned.

2. Approved ✓ Disapproved _____.

3. (If approved) In my opinion, transmittal to the Board of Trustees is not necessary.

3/20/71
(date)

Werner A. Baum /s/
President

ALTERNATE ENDORSEMENT 1.

TO: Chairman of the Board of Trustees.

FROM: The University President

1. Forwarded.
2. Approved.

(date) _____ /s/
President

ENDORSEMENT 2.

TO: Chairman of the Faculty Senate

FROM: Chairman of the Board of Trustees, via the University President.

1. Forwarded.

(date) _____ /s/

(Office)

ENDORSEMENT 3.

TO: Chairman of the Faculty Senate

FROM: The University President

1. Forwarded from the Chairman of the Board of Trustees.

(date) _____ /s/
President

Original received and forwarded to the Secretary of the Senate and Registrar for filing in the Archives of the University.

(date) _____ /s/
Chairman of the Faculty Senate

Delete Section 8.10.13 and 8.12.12 and replace with following:

For undergraduate students a report of "incomplete" shall be given in place of a grade when the work of the semester has been passing, but has not been completed because of illness or other reason which, in the opinion of the instructor justifies such a report. The instructor shall accompany the report of "incomplete" with a written explanation and file a copy with his department chairman. The student receiving "incomplete" shall make satisfactory arrangements with the instructor, or in his absence, the instructor's department chairman to remove the deficiency prior to the next midsemester. The new grade shall be reported to the registrar and the department chairman prior to that date.

If the incomplete work is not finished by the next midsemester the undergraduate student loses the privilege of so doing and the "incomplete" remains on his permanent record.

The course may be repeated and, if so, the grade so earned shall be entered on the student's record and used in calculating his Q.P. standing.

If circumstances warrant, the instructor issuing the "incomplete" may, with the knowledge of his department chairman, or if the instructor is absent, the department chairman may extend the time limit by which the incomplete work must be made up.

For graduate students a report of "incomplete" shall be given in place of a grade when the work of the semester has been passing, but has not been completed because of illness or for some other reason which, in the opinion of the instructor, justifies such a report. The instructor must accompany such a report with a written explanation to his department chairman. To remove the "incomplete" the student must make satisfactory arrangements with the instructor, or in his absence, with the instructor's department chairman.

If an "incomplete" is not removed within one calendar year of receipt the student loses the right to make up the work and the "incomplete" remains on the permanent record. If circumstances warrant, the instructor may, with knowledge of his department chairman, or if the instructor is absent, his department chairman may extend the time limit in which the incomplete work must be made up.