November 16, 2006

MEMORANDUM

To:      E. James Potchen, Chairperson, Executive Committee of Academic Council
Fr:      Linda O. Stanford, Associate Provost for Academic Services
Re:      DF-Deferred Grade Policy – Request for Policy Change

The request referenced above was forwarded to me by Karen Klomparens, Dean of The Graduate School. The University Graduate Council (UGC) approved a revision to the DF-Deferred policy on November 6, 2006. Before this change is made in the Academic Programs catalog, I am forwarding this request to the Executive Committee of Academic Council for its determination of whether further consultation with academic governance is needed.

Proposal:
To change the current policy so that when a DF is given, the student has one year instead of two years to complete the work and have a grade reported. It is recommended that exactly two 6-month extensions be permitted, by action of the instructor of the course. No further extensions will be allowed.

- The current policy states that a graduate student may receive a DF grade for a particular course in which they are doing satisfactory work and have not completed the course work by the end of the semester in which they are enrolled in that particular course.

Rationale:
By requiring that the work be completed within a year, and that extensions be limited in number and shorter term, this policy supports graduate students better than the current policy.

- It supports moving toward degree completion in a timely manner.
- It calls for more frequent periodic attention by the faculty member to determine if there is legitimate need for extension of the deferral.

The current policy encourages the postponement of course work until it is nearly forgotten, and creates situations in which the faculty member also loses touch with the student and/or the student’s work in the course. The policy seems not to be supportive of students’ timely progress to the degree.

Proposed Revised Text (see underlined text):

DF-Deferred
The DF-Deferred applies to the numerical, the CR-NC, and P-N systems.

Given only to graduate students who are doing satisfactory work but cannot complete it because of reasons acceptable to the instructor.

The required work must be completed and a grade reported within two one calendar years. Exactly two 6-month extensions will be permitted, by action of the instructor of the course. No further extensions will be allowed. If the required work is not completed within the time limit, the DF-Deferred will become U-Unfinished and will be changed to DF/U under the numerical and Pass-No Grade (P-N) grading systems, and to DF/NC under the Credit-No Credit (CR-NC) system. This rule does not apply to graduate thesis or dissertation work.

C: Klomparens, Speas