


February 20, 2018

To: Dylan Rodríguez, Chair
Riverside Division

From: Wee Liang Gan, Chair 
Committee on Courses

Re: Proposed Changes to Riverside Regulations R1.4, R1.4.1, and R1.4.2

The Committee on Courses reviewed the proposed changes to Riverside Regulations R1.4, R1.4.1, and R1.4.2 and were generally supportive of the proposed changes.

The Committee does recommend that the second to last sentence of regulation R1.4 be amended with the underlined words so that it states: “At the time of the incomplete **grade assignment**, the work **completed to that point** must be of passing quality.” This recommended change would provide greater clarity.

Additionally, the Committee noted concern with regulation R1.4.1 as it is in the passive voice, which makes the regulation unclear as to who replaces the grade and who decides what the grade should be. To clarify the Regulation the Committee recommends that it be revised with the underlined words to provide more clarity: “Subject to the time limitations stated in R1.4.2 and upon completion of the required work, as specified by the instructor, **the instructor shall submit a grade change form to replace the I grade with** a grade of A to F or S/NC, depending on the original grading basis.” This change would also protect students in cases when an instructor is on leave or no longer employed and does not submit the grade. The Committee’s suggested change to the Regulation would clarify that it is the instructor’s responsibility to submit a grade change so that students would have recourse in the case of absent instructors.

The Committee also noted concern with the proposed new language in regulation R1.4.2 as it could be interpreted that instructors can change a grade at any time before graduation after an incomplete is awarded, including after it is has changed to a F. This proposed change could affect students who drop out of UCR and then reapply several years later who may still have I to F grades on their transcripts. With the proposed regulation change, the Committee questions if these students will be able to ask instructors to consider work in completion of the Incomplete? The Committee noted concern that this might lead to inconsistent application and possible lack of fairness if there is no guidance on when very late grade changes might be possible.