

## **GRADUATE COUNCIL REPORT TO THE UNIVERSITY SENATE**

DATE: April 2014

FROM: The Graduate School

The Graduate Council submits the following proposed academic policies from the **March 20, 2014** meeting for consideration:

I. Repeating Courses Policy

**The Graduate School  
Proposal to Revise an Academic Policy  
(Action Item)**

Contact Person: Carl Fox, [carl.fox@wku.edu](mailto:carl.fox@wku.edu) , 5x2446

**1. Identification of proposed policy revision: Repeating Courses**

**2. Catalog statement of existing policy:**

**Repeating a Course**

A graduate course in which a student has received a passing grade (C or better) may not be repeated for the purpose of raising the grade. If a course is repeated in which a passing grade was received, the course credit(s) will only count once toward the program and both grades will be used in calculating the GPA. A course in which a grade of D or F is received must be repeated if the course is used in meeting degree requirements. If the course is not being used to fulfill degree requirements it may be repeated and both grades are used in computing the overall grade point average. In graduate education, grades are not replaced by repeating courses.

**3. Catalog statement of proposed policy:**

**Repeating Courses**

A graduate student is permitted to repeat any course in which a “C” or below was earned. An individual course may only be repeated one time. Courses that are repeatable for credit on different topics may be repeated one time per topic for equivalent credit. Only the second grade will be counted in computing the grade point average. The course and grade received for each attempt will continue to appear on the student’s transcript.

**4. Rationale for proposed policy revision:**

Graduate academic standing is determined by cumulative GPA. Repeating courses allows graduate students an opportunity to learn required content while improving their GPA. Additional benefits of the revised policy include increased and expedited degree completion, as well as improved student competence. The new policy emphasizes the importance of student success in specific program-defined courses, rather than success in random courses.

**5. Impact of proposed policy revision on existing academic or non-academic policies:**

**Academic Standing --** Revising the policy will curtail unnecessary probation or dismissal through grade replacement. For example, a student earning an “F” followed by an “A” now has a 2.0 GPA and is placed on probation. This student needs 6 hours of “A” credit to earn a cumulative 3.0 and come off probation. The new policy would allow this student to be removed from probation and would result in a 4.0 GPA.

**Time Limit for Completion of Degrees --** Adopting this grade replacement policy will result in students needing fewer courses to raise a low GPA, thus allowing them to complete graduate degrees as scheduled. As in the example above, a student earning an “F” followed by an “A” now has a 2.0 GPA. The new policy would allow the student to continue in his or her coursework toward degree completion without requiring an additional 6 hours of credit due to probation.

**Appeal of Graduate Regulations --** The combination of the impacts of the above policies will result in fewer students on probation, being dismissed and exceeding the time limit for degree completion, thereby reducing the number of appeals of graduate regulations.

**6. Proposed term for implementation:** Fall 2014

**7. Dates of approvals:**

Graduate Council \_\_\_\_\_

University Senate \_\_\_\_\_