

**Annual Report: Academic Year 2010-2011  
Davis Division: Academic Senate**

**Committee on Grade Changes**

Total Meetings <b>9</b>	Meeting frequency <b><i>Once per month during academic year</i></b>	Average hours of committee work each week <b><i>2-3 hours meeting and 6-8 hours additional review time.</i></b>
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Total <i>Retroactive/Grade Change Petitions</i> Reviewed: <b><i>381 petitions reviewed, 111 approved</i></b>	Total of reviewed <i>Retroactive/Grade Change Petitions</i> deferred from the previous year: <b><i>1</i></b>	Total <i>Retroactive/Grade Change Petitions</i> deferred to the coming academic year: <b><i>0</i></b>
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**Listing of bylaw changes proposed:**

The Committee recommends that the ENWS notation be discontinued or revised.  
See attached for details.

**Listing of committee policies established or revised:**

Committee Guidelines revised on 12/9/2010.  
Updated Guidelines may be found at <http://academicsenate.ucdavis.edu/GCC>

**Issues considered by the committee**

**Recommended procedural or policy changes for the coming year:**

The Committee supports the introduction of a higher fee for Retroactive Change petitions. The Committee also supports the introduction of a fee for Retroactive Withdrawal petitions. See attached for details.

**Committee's narrative:**

See attached

## 2010-2011 Summary and Highlights

During the 2010-2011 Academic Year, the Office of the University Register received 5,425 retroactive and grade change petitions. The Grade Change Committee itself reviewed 381 – 7% of the submitted petitions. The remaining 93% were approved and processed in-house by the Grade Change Deputies and related processing staff according to the Committee’s published guidelines. Of these 5,425 petitions, 4,141 were Grade Change Petitions, 1,052 were Retroactive Change Petitions, and 232 were Retroactive Withdrawal Petitions.

Of the 4,141 Grade Change Petitions, 704 cited “SmartSite” as being part of the reason for the change of grade. The specific reasons cited on these petitions ranged from user error to problems with the system. Several instances of an error compounding over a large number of students led to long lists of students needing a change of grade. The majority of these SmartSite-related changes occurred in March (292 petitions), April (137 petitions), and June (192 petitions). Many involved improper rounding of grades.

Furthermore, 88 Grade Change Petitions submitted to the Office of the University Registrar involved the Enrolled-No Work Submitted (ENWS) notation. These 88 represent 2% of the petitions received in 2010-2011, seemingly not that high a percentage. Yet these petitions did not tend to be part of lists and so represent 88 separate incorrect grade assignments, implying that there is still significant misunderstanding of this particular grade.

The Grade Change Committee approved fewer petitions in 2010-2011 than it did in 2009-2010 (29% vs. 33%), and significantly fewer than it did in 2008-2009 (47%). It is likely that this is due to a tightening of the Committee guidelines and a general trend towards being stricter in the application of these guidelines. Many of the complex petitions involve someone hoping to return to UC Davis after an absence of several years. That is, these petitions are part and parcel of re-admission decisions. Yet the various colleges do not seem to be consistent in their approach to re-admission.

The Grade Change Committee Guidelines were updated on December 9, 2010. The revised guidelines may be found at <http://academicsenate.ucdavis.edu/GCC>.

## 2010-2011 Committee Recommendations

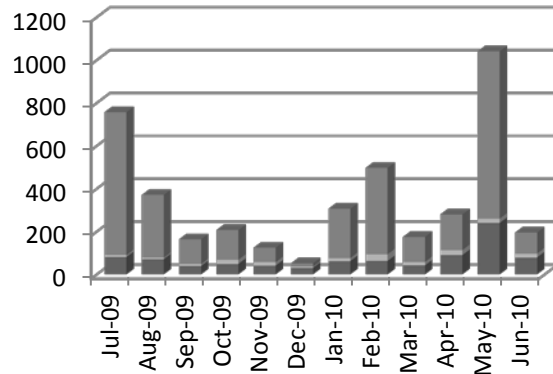
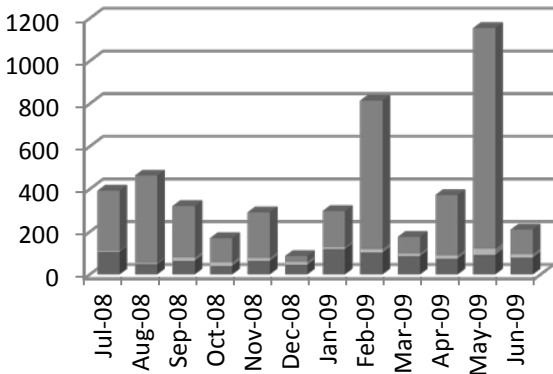
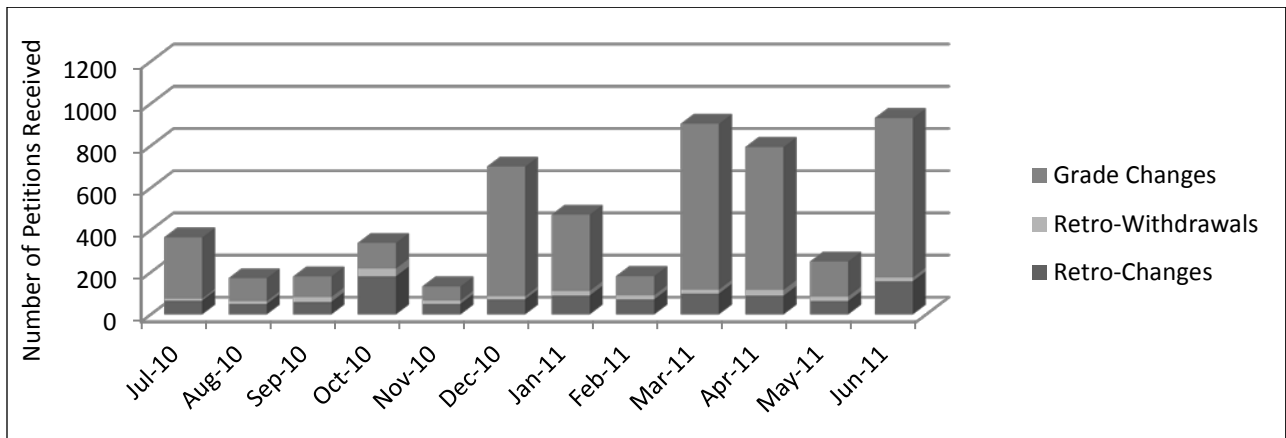
1. The Committee recommends, as it did in its 2009-2010 Annual Report, that the ENWS notation be discontinued or significantly revised. It is the Committee’s belief that this grade tends to be misused, misunderstood, and assigned by instructors against Senate Policy as a means of allowing a student to late-drop a course in a way that bypasses established late-drop procedures. Furthermore, the Committee regards the ENWS as a drain on university resources; the notation encourages students to not attend class rather than drop the class, thus taking up seats that could be occupied by students who will attend. At the very least, the Committee recommends a comprehensive review of this grade and its impact on UC Davis.
2. The Committee supports the introduction of a higher fee for Retroactive Change petitions. Currently the fee for such petitions is \$3.00, mirroring the fee that is charged a student for a late schedule adjustment. (A fee of \$3.00 probably does not even cover the cost of processing the fee.) The Committee also supports the introduction of a fee for Retroactive Withdrawal petitions. Currently, there is no fee charged for such petitions. Retroactive change and withdrawal petitions require significant resources, from faculty review to staff processing. It is the Committee’s view that many petitions are based on faulty and unsound reasoning, representing a clear divergence from the published Committee guidelines and Senate regulations. It is the Committee’s belief that a charge, say of \$25, would deter frivolous and repeat petitioners, and create more of an imperative for petitioners to review guidelines and other applicable regulations.

## Overview of Retroactive Petitions Submitted to the Office of the University Registrar 2008-2009, 2009-2010, 2010-2011

2010-2011				
Month	Retro-Changes	Retro-Withdrawals	Grade Changes	Total
Jul-10	66	9	290	365
Aug-10	50	13	109	172
Sep-10	60	22	98	180
Oct-10	181	36	122	339
Nov-10	51	15	67	133
Dec-10	72	14	615	701
Jan-11	90	21	362	473
Feb-11	72	19	91	182
Mar-11	99	18	787	904
Apr-11	89	27	678	794
May-11	64	21	166	251
Jun-11	158	17	756	931
<b>Total</b>	<b>1052</b>	<b>232</b>	<b>4141</b>	<b>5425</b>

2009-2010				
Month	Retro-Changes	Retro-Withdrawals	Grade Changes	Total
Jul-09	81	9	667	757
Aug-09	71	7	293	371
Sep-09	39	9	116	164
Oct-09	49	19	139	207
Nov-09	41	16	68	125
Dec-09	30	6	16	52
Jan-10	62	14	230	306
Feb-10	63	31	403	497
Mar-10	42	16	117	175
Apr-10	90	23	167	280
May-10	240	20	781	1041
Jun-10	79	18	98	195
<b>Total</b>	<b>887</b>	<b>188</b>	<b>3095</b>	<b>4170</b>

2008-2009				
Month	Retro-Changes	Retro-Withdrawals	Grade Changes	Total
Jul-08	106	4	282	392
Aug-08	48	5	410	463
Sep-08	64	14	242	320
Oct-08	40	16	114	170
Nov-08	63	14	214	291
Dec-08	45	14	27	86
Jan-09	119	8	170	297
Feb-09	102	16	697	815
Mar-09	86	12	78	176
Apr-09	74	15	283	372
May-09	92	28	1034	1154
Jun-09	79	16	115	210
<b>Total</b>	<b>918</b>	<b>162</b>	<b>3666</b>	<b>4746</b>



## Overview of Petitions Considered by the Committee on Grade Changes 2010-2011

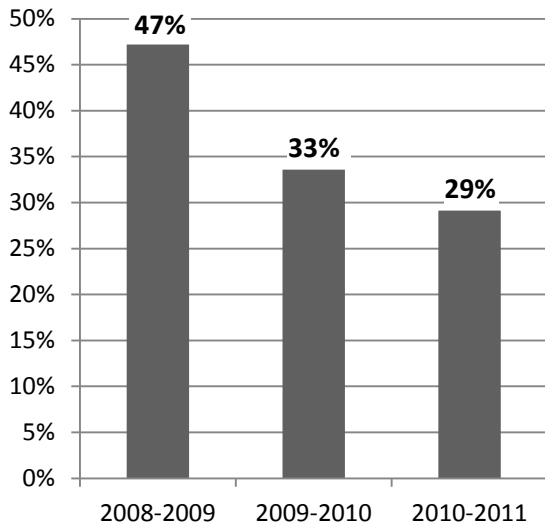
**KEY:**

A B C
D

 A = Petitions *denied* by the Committee  
B = Petitions *deferred* by the Committee  
C = Petitions *approved* by the Committee  
D = Total petitions reviewed by the Committee

Meeting Date	Appeals/ Deferrals	Grade Changes	Retro- Adds	Unit Changes	Retro- Drops	Retro- Withdrawals	Retro- P/NP	Total
October 13, 2010	<u>5 0 1</u> 6	<u>4 1 1</u> 6	<u>2 0 0</u> 2	N/A	<u>17 0 0</u> 17	<u>24 3 13</u> 40	<u>6 0 0</u> 6	<u>58 4 15</u> 77
November 10, 2010	<u>0 0 2</u> 2	<u>4 3 0</u> 7	<u>3 0 0</u> 3	N/A	<u>14 0 2</u> 16	<u>16 1 14</u> 31	<u>5 0 0</u> 5	<u>42 4 18</u> 64
December 08, 2010	<u>5 0 3</u> 8	N/A	N/A	<u>1 0 0</u> 1	<u>3 0 0</u> 3	<u>5 2 4</u> 11	<u>2 0 0</u> 2	<u>16 2 7</u> 25
January 19, 2011	<u>5 0 1</u> 6	<u>0 0 1</u> 1	N/A	N/A	<u>5 0 0</u> 5	<u>5 0 1</u> 6	<u>2 0 1</u> 3	<u>17 0 4</u> 21
February 09, 2011	<u>1 0 0</u> 1	<u>1 0 1</u> 2	N/A	N/A	<u>11 0 0</u> 11	<u>12 0 7</u> 19	N/A	<u>25 0 8</u> 33
March 09, 2011	<u>4 0 2</u> 6	<u>0 0 2</u> 2	N/A	N/A	<u>8 1 0</u> 9	<u>8 1 11</u> 20	<u>1 0 0</u> 1	<u>21 2 15</u> 38
April 13, 2011	<u>1 0 1</u> 2	<u>0 0 1</u> 1	<u>0 0 1</u> 1	N/A	<u>8 0 3</u> 11	<u>5 1 6</u> 12	<u>1 0 2</u> 3	<u>15 1 14</u> 30
May 11, 2011	<u>1 0 0</u> 1	<u>1 0 1</u> 2	N/A	N/A	<u>12 0 1</u> 13	<u>9 1 6</u> 16	<u>6 0 2</u> 8	<u>29 1 10</u> 40
June 15, 2011	<u>5 0 2</u> 7	<u>2 0 1</u> 3	N/A	N/A	<u>13 0 1</u> 14	<u>10 0 13</u> 23	<u>3 0 3</u> 6	<u>33 0 20</u> 53
<b>Total</b>	<u>27 0 12</u> 39	<u>12 4 8</u> 24	<u>5 0 1</u> 6	<u>1 0 0</u> 1	<u>91 1 7</u> 99	<u>94 9 75</u> 178	<u>26 0 8</u> 34	<u>256 14 111</u> 381

**Committee Approval Percentage  
(by Academic Year)**



2008-2009: 337 petitions  
2009-2010: 396 petitions  
2010-2011: 381 petitions

**Committee Approval Percentage 2010-2011  
(by Meeting)**

