

**THE UNIVERSITY OF WEST FLORIDA NOTICE OF
PROPOSED EMERGENCY AMENDMENT TO REGULATION**

DATE: **April 8, 2020**

REGULATION TITLE AND NUMBER: UWF REGULATION 3.031 - *Grading Information*

PURPOSE AND EFFECT: On March 9, 2020, the Governor issued Executive Order 20-52, declaring a state of emergency in response to the COVID-19 pandemic. Therefore, the University is invoking the emergency regulation procedure in accordance with the *Florida Board of Governors Regulation Development Procedure for State University Boards of Trustees*.

On March 11, 2020, the University was ordered by the State University System Board of Governors (BOG) to conduct all classes remotely. In order to support our students through this challenging time, we seek to implement an emergency modification to UWF Regulation 3.031 *Grading Information* for the spring 2020 semester. This request comes after consultation with other Florida universities, the Florida Board of Governors staff, the Office of the Registrar, the Faculty Senate, the Student Government Association, and the college deans. We propose to temporarily amend our existing University grading regulation and catalog policy for the spring 2020 semester. These changes will allow our students to:

- All undergraduate and graduate students can request a satisfactory/unsatisfactory (S/U) grading option for any course this semester except those courses from Term 2 (which has already ended).
- There is no limit to the number of courses for which a student can use this option for the spring 2020 semester.
- A student can make this decision on a course-by-course basis.
- The student must act to opt into the S/U during the term between April 3 and May 1, 2020, and may do so by completing a Grade Mode Change Form available in MyUWF. Students will be required to discuss this decision with an Academic Advisor or Program Coordinator to understand all potential implications of the decision, including those related to financial aid or scholarships.
- Faculty will assign the course grade as usual at the end of the semester. If a student has opted for the S/U option, the Registrar's Office will convert the letter grade to either an S or U. For undergraduate courses, a grade of S will include a grade C- or higher. For graduate courses, a grade of S will include any grade of C or higher.
- Neither an S nor a U will be calculated into the student's GPA. This represents a change to our current grading policy where a U factored into the GPA as 0.00 points.
- A grade of S for this semester will satisfy most degree requirements and prerequisites for the major. Students who are taking courses to fulfill Gordon Rule requirements will not be allowed to use the S grade to meet Gordon Rule requirements. Students in the pre-licensure BSN program cannot use the S/U option for their courses with the NUR prefix.

This procedure and emergency temporary amendment is fair under the circumstances. In accordance with the *Florida Board of Governors Regulation Development Procedure for State University Boards of Trustees*, this emergency amendment shall not be effective for a period longer than 90 days. However, the amendment is applicable only to the spring 2020 semester.

SUMMARY: The proposed emergency temporary amendments to this regulation are as follows:

Paragraph (1)

- Omit the Grade “U”, “Unsatisfactory” and “0.00”

Paragraph (2)

- Add the grade “U” and “Unsatisfactory” that will not be included when GPA is computed.

Paragraph (4)

- Add language allowing for a “Satisfactory/Unsatisfactory” grade limited in time to the spring 2020 semester.

AUTHORITY TO AMEND THE REGULATION: Florida Board of Governors Regulation 1.001

NAME OF UNIVERSITY OFFICIAL INITIATING PROPOSED EMERGENCY REGULATION AMENDMENT: Dr. Kimberly McCorkle, Vice Provost

CHALLENGES: Within 7 days after receiving a petition from a substantially affected person challenging an emergency regulation, if the petition complies with the requirements of paragraph H.1.a. in the *Florida Board of Governors Regulation Development Procedure for State University Boards of Trustees*, the university board of trustees shall assign a hearing officer. The hearing officer shall conduct a hearing in compliance with paragraph H.1.c. within 20 days, unless the petition is withdrawn. Within 10 days of the hearing, the hearing officer shall issue a recommended order directed to the university board of trustees, which shall timely issue a final decision.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED EMERGENCY AMENDMENT TO THE REGULATION OR CHALLENGE: Pamela E. Langham, Esquire, General Counsel, Office of the General Counsel at plangham@uwf.edu or grozier@uwf.edu, or 850-474-3420 or Office of the General Counsel, Building 10, 11000 University Parkway, Pensacola, Florida 32514.

THE FULL TEXT OF THE REGULATION: The full text of the proposed emergency amendment to the regulation is attached below this Notice. The full text of the proposed

emergency amendment and existing regulation is also posted on UWF's website:
<https://uwf.edu/offices/board-of-trustees/regulations/> . In addition, the full text of the proposed emergency amendment to the regulation and current regulation are available upon request to the Office of the General Counsel, which can be contacted at 1.850.474.3420 or grozier@uwf.edu

**University of West Florida Regulation
UWF/REG 3.031 Grading Information**

(1) The following table represents the numerical equivalents for course letter grades for calculation of a student's grade point average (GPA).

Grade	Description	Grade Points
A	Outstanding	4.00
A-	Outstanding	3.70
B+	Above Average	3.30
B	Above Average	3.00
B-	Above Average	2.70
C+	Average	2.30
C	Average	2.00
C-	Average	1.70
D+	Below Average	1.30
D	Below Average	1.00
F	Failure	0.00
U	(non-attending/failure)	0.00
NF	(non-attending/failure)	0.00

- Deleted:** U
- Deleted:** Unsatisfactory
- Deleted:** 0.00

(2) The following table displays the definitions of additional course grades and transcript symbols. These grades are not included when GPA is computed:

CR	Credit Awarded-Accelerated Methods
G	Deferred Grade (thesis and dissertation only)
I	Incomplete
I*	Grade Not Reported
P	Pass
S	Satisfactory
<u>U</u>	<u>Unsatisfactory</u>
W	Withdrawn
AW	Academic Withdrawal
TR	Withdrawal with full refund of fees
WR	Withdrawal with partial refund of fees
X	Audit
XX	No Grade
*	Withdrawn (W or WF not yet reported)

(3) In computation of the required GPA for academic standing and conferral of a degree, the total number of quality points (grade points multiplied by course semester hour credits) is divided by the total number of semester hours for which letter grades are received (per the table in paragraph (1)). All academic requirements tied to a specific letter grade average should be interpreted to mean the numerical average associated with a specific

letter grade. Hence, where “C average or better” is required, this is interpreted as “2.0 average or better.”

- (4) Student teaching, practica, and special courses are graded on a Satisfactory/Unsatisfactory “S/U” basis. All course types and level can be graded using the Satisfactory/Unsatisfactory basis for the spring 2020 semester.
- (5) With the approval of the student’s assigned advisor, undergraduate students may take selected courses on a Pass/Fail (P/F) basis. The Pass/Fail option may not be used for any University or departmentally required courses.
- (6) Course work completed in any student classification (including non-degree) will be included in the student’s undergraduate or graduate GPA as determined by the level of the course.

History- New March 25, 2011; amended June 29, 2017; temporarily amended April, 2020.