

KENT STATE UNIVERSITY CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date **29-Mar-18** Curriculum Bulletin _____

Effective Date **Fall 2018** Approved by EPC _____

Department

College **PR - Provost**

Proposal **Revise Policy**

Proposal Name **Enrollment status policy for the Audit (AU), Never Attended-F (NF) and Stopped Attending-F (SF) administrative marks**

Description of proposal:

Revision the enrollment status language for the Never Attended-F (NF), Stopped Attending-F (SF) and Audit (AU) administrative marks, as listed in the University Catalog. The revisions are to the applicability of the marks as they relate to eligibility for participation in student activities. Revised language clarifies that even though the assigning of the marks affects the students' overall enrollment status, it does not affect the students' enrollment in the course in which the mark was assigned.

Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and staffing considerations; need, audience)

Revisions affect NCAA-eligibility status for student athletes, in addition to eligibility status for students in other student activities.

Units consulted (other departments, programs or campuses affected by this proposal):

Office of the Provost, Office of the Registrar, Office of Intercollegiate Athletics, Office of Student Financial Aid, Kent State's NCAA faculty representative

REQUIRED ENDORSEMENTS

Department Chair / School Director ____/____/____

Campus Dean (for Regional Campuses proposals) ____/____/____

College Dean (or designee) ____/____/____

Dean of Graduate Studies (for graduate proposals) ____/____/____

Executive Vice President for Academic Affairs and Provost (or designee) ____/____/____

Proposal Summary

Grading Policies and Procedures

Never Attended/Stopped Attending/Audit Administrative Marks

Subject Specification:

This proposal seeks to revise the enrollment status language for the Never Attended–F (NF), Stopped Attending–F (SF) and Audit (AU) administrative marks, as listed in the University Catalog. The revisions are to the applicability of the marks as they relate to eligibility for participation in student activities.

Administrative marks are assigned to a student’s course when a letter grade is not appropriate. Other examples of administrative marks are Incomplete (IN), In Progress (IP) and Withdrawal (W).

Background Information:

In fall 2015, through a revision approved by EPC and Faculty Senate, credit hours for courses receiving NF, SF and AU marks were no longer counted toward a student’s course load to determine enrollment status (e.g., full time, part time). That revision ensured that Kent State University was compliant with the U.S. Department of Education’s enrollment reporting requirements for the disbursing of Federal financial aid.

An unintended consequence of the revision was that the interpretation of the language resulted in a stricter enforcement of eligibility standards for student activities in a manner that was inconsistent with the intent of the fall 2015 policy change. The policy became unclear on the effect of the NF/SF marks on the calculation of full-time status for NCAA eligibility to allow student athletes to practice and compete. Upon further review, it was determined that other student populations that require full-time status also may negatively be affected by the policy.

Alternatives and Consequences:

The alternate to the proposed revision is retaining the current language, which creates the risk of NCAA ineligibility for Kent State student athletes, NCAA fines and forfeiture of competitions. Students involved in other student activities also may lose participation opportunities.

Specific Recommendation and Justification:

The recommendation is to update the enrollment status policy language for NF, SF and AU marks—see next page—to clarify that even though the assigning of the marks affects the students’ overall enrollment status, it does not affect the students’ enrollment in the course in which the mark was assigned.

This revision does not change the original purpose or intent of the policy. Compliance with Title IV Federal financial aid requirements is unaffected.

Revision to Policy¹

AU The mark AU (Audit) denotes enrollment in a course without benefit of a grade or credit, typically for purposes of self-enrichment and academic exploration. Students may audit any course subject to space availability and prior departmental approval. To audit a course, students must go through registration procedures and be assessed registration fees. An audited course cannot be applied toward a student's degree or certificate. An instructor may impose whatever attendance requirements deemed necessary upon the students registered for audit. The students must be informed of these requirements at the beginning of the semester. Failure to meet such attendance requirements subjects the students to being withdrawn from the course by the instructor. The AU mark is not used in computing grade point averages.¹

NF The mark NF (Never Attended–Fail) denotes that the student neither attended any class session nor formally withdrew from the course. The NF mark counts as an F grade (zero quality points) in computing grade point averages. In the case of undergraduate courses taken pass/fail, the NF mark will be changed to a Z (fail) grade.¹

SF The mark SF (Stopped Attending–Fail) denotes that the student stopped attending the course and did not formally withdraw. The SF mark counts as an F grade (zero quality points) in computing grade point averages and must be accompanied by a date of last attendance in the course. Faculty who cannot determine the exact date of last attendance may use the date of the last academic activity in which students participated. In the case of undergraduate courses taken pass/fail, the SF mark will be changed to a Z (fail) grade.¹

1 A course student receiving the AU, NF or SF mark is enrolled officially in the course; however, credit hours for the course are is not applied toward the a student's course load for financial aid and other select purposes.

Actions Required and Anticipated Timeline:

Approval by Educational Policies Council..... 16 April 2018

Approval by Faculty Senate..... 14 May 2018

Implementation..... 2018-2019 University Catalog

¹ Policy source: catalog.kent.edu/academic-policies/grading-policies-procedures