

**COVER SHEET TO BE ATTACHED TO ALL REPORTS SUBMITTED TO THE  
ACADEMIC SENATE**

Date [April 19, 2022](#), Senate Meeting Date [April 27, 2022](#), Report # (Senate Use Only) \_\_\_\_\_

**Intended Action:**    **Informational**\_\_    **Senate Vote** **X**  
**Consultative/Advisory**\_\_

**Name of Committee Submitting Report:**

[Academic Standards](#)

**Committee Status: (elected chartered, appointed chartered, ad hoc, etc.)**

**Names of Committee Members:**

[Tysa M Egleton](#)

[Mary Beth Earnhardt](#)

[Johnathan A Farris](#)

[Jacqueline Gaffney](#)

[Carrie R Jackson](#)

[Carol Lamb](#)

[Ruth Palich](#)

[Jennifer A Pintar](#)

[Jordan Pintar](#)

[Gregg Sturuss](#)

[Bryan Wells](#)

## Elected Members

## Appointed Members

### Please write a brief summary of the report the Committee is submitting to the Senate:

Amendment for April 27, 2022

Concerns raised in the April 6, 2022; Senate meeting indicated that there is additional need to investigate the limitations of Banner to automatically recalculate student GPA for the greatest benefit to students who have completed a course more than twice. A stop gap measure is recommended to move forward with the April 6<sup>th</sup>, 2022, recommendation to Senate, while a full investigation of Banner software is conducted to determine if and how automatic an GPA recalculation can be accomplished. When it is determined that Banner or an alternate software program can automatically recalculate the highest possible GPAs for students who have multiple course attempts, a new policy proposal will be brought to Senate for adoption consideration permitting automated recalculation, which does not require the student to initiate a recalculation request.

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Original proposal summary April 6, 2022

The Committee is responding to the request made by Mike Costarell to consider changing the policy for calculating student GPA in favor of the greatest final GPA value reflected of the student's course work. Currently GPAs are calculated on the last iteration of a repeated course. It was presented that if an earlier grade for a repeat course yielded a greater GPA, then that grade should be the value calculated into the students GPA.

The Committee drafted an initial policy for Senate consideration in October 2021, that reflected GPA calculations to best benefit student's GPA standing while maintaining student autonomy. After hearing initial Senate questions and concerns to the draft policy a new proposal has been framed. This proposal addresses concerns raised, includes new language which is consistent with other updated and new academic policies and configures to reflect updated technology (where the previous policy of GPA calculation contained holdover language and limitations associated with M204). This report also responds to Senator questions which are not reflected in the new draft document.

**If substantive changes in your committee recommendation are made from the floor, would the committee prefer that the matter be sent back to the committee for further consideration?**

YES

## **Introduction and Rationale**

October 2021 Iteration presented to Senate:

### **COURSE REPEAT**

Students may repeat undergraduate courses (1,000 – 5,000 levels) no more than two times (a maximum of three attempts per course). Before the third attempt, the student must seek authorization from Dean or Dean's designee. Students cannot take subsequent courses until the minimum prerequisite grade is achieved. All course attempts and grades appear on the student transcript, including grades not calculated in the GPA. Repetition and recalculation of a course grade will not remove previous attempts from the student's transcript.

Credit towards graduation will not be given for a course on the semester system if the student has credit for the equivalent course on the quarter system.

### **Repetition of Courses and Recalculation of GPA**

A current undergraduate student may wish to improve their cumulative point average by repeating a course in which a grade of "D" or "F" was earned. In order to recalculate the cumulative point average, the repetition must be consistent with the policy on course repeats, and the student must initiate the recalculation process with the approval of their advisor (or the dean, if it is a second repetition). Only one recalculation for any course will be applied to the student's transcript record, which is the most advantageous for the student's GPA, regardless of the number of times the course was repeated. *The course repeat policy limits the student to taking the course no more than three times. The two most recent attempts are taken into account when recalculating grades.* All course attempts and grades appear on the student transcript, including grades not calculated in the GPA. The student must complete a repetition form to adjust the grade. After a repetition form is approved and processed, the record is adjusted to reflect the inclusion of only the most beneficial grade in the computation of the point average. The hours credited, toward degree hours completed, are those earned with the passing grade.

Only undergraduate students currently attending the university may request this recalculation privilege, and only courses taken at Youngstown State University may be used in recalculating the cumulative point average. The original course and subsequent

attempts must be completed at YSU. Transfer, study abroad, and/or transient courses are not eligible to be used as a repetition. **Students who have been conferred a bachelor's degree cannot repeat a course for recalculation of the students' GPA.** A student holding an associate degree may petition for a GPA recalculation only if currently pursuing a bachelor's degree at YSU. The Repetition form and the Petition for a Late Withdrawal cannot be used for the same course.

**All YSU grades, including grades of "D" or "F" deducted from cumulative totals as a result of an approved Repetition form, will be counted in determining honors for graduation.**

#### **Senator Questions of the October 2021 proposal:**

- 1) Senator Concern: Why ask the student to undertake this step? Why is this not automatically done? Seems we are burdening the student.
  - Autonomy of the student is maintained by keeping this step.
  - Concerns regarding requiring the student to petition to recalculate the GPA must stand because Banner at this time:
    - o Cannot determine which course selection to recalculate in affording the student the best GPA outcome
    - o Has no means of "undoing" a process which is automatic (in this case an automatic grade calculation)
    - o There is no "exception form" in place to allow exceptions to be made
  - When Banner becomes more agile automatic calculation of GPA can be revisited.
  
- 2) Senator Concern: Can we create an exception form?
  - A late withdrawal may supersede a repetition.
  - An exception form is the same amount of work as would be required for a request form. There are no work savings accomplished by offering an exception form.
  
- 3) Clarify: The Repetition form and the Petition for a Late Withdrawal cannot be used for the same course.
  - Please see below.

April 6<sup>th</sup> revised GPA calculation after more than one repetition of a course.

Current undergraduate students may improve their GPA by repeating a course and requesting a recalculation in which a grade of "D" or "F" was earned. In order to recalculate the GPA, the

repetition must be consistent with the policy on course repeats, and the student must initiate the recalculation process with the approval of their advisor (or the dean, if it is a second repetition).

Only one recalculation for any course will be applied to the student's transcript record, which is the most advantageous for the student's GPA, regardless of the number of times the course was repeated. The course repeat policy limits the student to taking the course no more than three times. The two most recent attempts are taken into account when recalculating grades. To properly document the repeated course that will be removed from the GPA, students must submit a Repetition form to their advisor prior to graduation. Upon approval and processing the grade, GPA hours, and earned hours (if applicable) are removed from the GPA calculation and cumulative hours. The course and grade excluded from the GPA, but the letter grade will remain on the official transcript and will be noted with an "R" indicating the course has been repeated. The hours credited, toward degree hours completed, are those earned with the passing grade. Only courses taken at Youngstown State University may be used in recalculating the GPA. The original course and subsequent attempts must be completed at YSU. Transfer, study abroad, and/or transient courses are not eligible to be used as a repetition. Students who have been conferred a bachelor's degree cannot repeat a course for recalculation of the students' GPA. A student holding an associate degree may petition for a GPA recalculation only if currently pursuing a bachelor's degree at YSU. The Repetition form and the Petition for a Late Withdrawal cannot be used for the same course.

All YSU grades, including grades of "D" or "F" deducted from the GPA as a result of an approved Repetition form, will be counted in determining honors for graduation.

## Recommendation

**The Senate adopts the following language to permit changes to the GPA of students who have repeated courses which permits the best benefit to the students GPA.**

The following policy will stand until Senate has adopted a new policy which does not require students to request a GPA recalculation, based on the technological limitations of Banner or an alternate software program to automatically recalculate the highest possible GPAs for students who have multiple course attempts.

Current undergraduate students may improve their GPA by repeating a course and requesting a recalculation in which a grade of "D" or "F" was earned. In order to recalculate the GPA, the repetition must be consistent with the policy on course repeats, and the student must initiate the recalculation process with the approval of their advisor (or the dean, if it is a second repetition).

Only one recalculation for any course will be applied to the student's transcript record, which is the most advantageous for the student's GPA, regardless of the number of times the course was repeated. The course repeat policy limits the student to taking the course no more than three times. The two most recent attempts are taken into account when recalculating grades. In order

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All YSU grades, including grades of "D" or "F" deducted from the GPA as a result of an approved Repetition form, will be counted in determining honors for graduation.