

Mrs Semans

Pres Jones

ACADEMIC STANDARDS COMMITTEE

May 8, 1944

Present: Bridgham, Dykema, Richardson, Scudder Semans, Wilcox

1. Dr. Scudder moved that the statement on page 46 of the catalog concerning the grading system be replaced by the following statement:

Grades for work done are recorded as follows: A, excellent; B, good; C, average; D, poor but passing; F, failure. The distribution of grades will in general be as follows: A, about 7 to 10 % of all grades given; B, about 20 to 25 % of all grades given; C, about 35 to 40 % of all grades given; D, about 20 to 25 % of all grades given; F, about 7 to 10 % of all grades given.

The motion was seconded by Dr. Wilcox and unanimously approved by the committee.

2. Dr. Wilcox presented the problem of students who drop a course without making out a Change of Registration form. The problem is most serious with night students, partly because we no longer have any means of checking their attendance. He moved that the following steps be taken to improve the situation:

- 1) The "C" card (on which attendance is recorded) be reentered to the registration record forms for night students.
- 2) A mimeographed page of information be handed to all night students.
- 3) A grade of INC be given to those students who fail to complete a course apparently for reasons other than incompetence and E be given to those who can reasonably be expected to complete their work in 60 days. At graduation E is to be counted as F, INC as "course dropped". The purpose of the grade ENC is to prevent a part-time beginning student who does not know the regulations concerning the dropping of courses from acquiring a record full of F's.
- 4) A grade of AUD, auditor, be recognized as the official indication that a student has taken a course without credit.

The motion was seconded by Dr. Richardson and unanimously approved by the committee.

K. W. Dykema, Chairman

Approved by the faculty
May 15, 1944

Approved by the faculty
May 19, 1944

Note: The catalog committee in consultation with academic standards committee decided that since the second part of this statement in effect requires the application of the normal curve the statement in the catalog might be reduced to the following: "The distribution of grades follows in general the normal curve."