

February 13, 2020

Richard Hughey, Vice Provost and Dean of Undergraduate Education
Office of the Chancellor

Re: Missing Grades in Undergraduate Courses

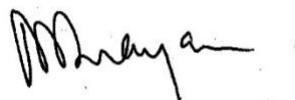
Dear Richard,

The Committee on Educational Policy (CEP) discussed your request to consider whether, for student-taught undergraduate courses in Fall 2019 for which grades are still missing, the faculty mentors of the student instructors could assign the grades. This includes seminar courses taught by apprentice teachers, covered by Santa Cruz Regulations SCR 6.8, and Graduate Student Instructors (GSIs) covered by Academic Personnel Manual APM 410 and Campus Academic Personnel Manual CAPM 700.411. Our response below is based on the following stipulations:

- Based on your assurance to the committee, we are assuming that such an assignment of grades will not affect the student instructor's employment record or the compensation they were provided for teaching the course; we were asked by you to consider a purely academic question with no employment implications.
- The faculty mentor *will not be required* to hand in grades. They have to be willing to do so. Despite the supervision of student instructors that is expected, the pressure from the administration over the last several years to hire more GSIs, including at times conditioning a department's ability to offer its curriculum on doing so, means that mentors cannot be realistically expected to have exercised as much oversight as they might have if this was entirely voluntary. Any requirement would create the risk that grades would be submitted based on inadequate academic information, which we cannot accept.
- This is a one-time solution to an unusual situation. CEP will examine, later in the academic year, whether a general policy in this regard is appropriate. At this point, our decision does not have any implication for the future.

At this point, CEP approves allowing faculty mentors of student-taught undergraduate courses to take over the grading of such courses for Fall 2019, if the grades are still missing and the mentors are able and willing to do so. CEP also approves that mentors may, if they wish, transfer this authority to the chair/provost of the course sponsoring entity, who may delegate it to other members of their faculty (either individuals or a committee) if appropriate; we were concerned that if a faculty mentor is the research supervisor of a student instructor, it might compromise their relationship. Student instructors who have grades submitted by someone else under this process will, if they so request, have their name removed from the course in the official transcripts of their students.

Sincerely,



Onuttom Narayan, Chair
Committee on Educational Policy

cc: Lori Kletzer, Interim Campus Provost and Executive Vice Chancellor
Kimberly Lau, Chair, Academic Senate
Lindsay Hinck, Chair, Committee on Courses of Instruction
Don Smith, Chair, Graduate Council
Tchad Sanger, University Registrar