January 26, 2023

Department Chairs
Program Directors
College Provosts

RE: Clarification of Default P Grades and Resources Provided for Grading

Dear Colleagues,

The Committee on Educational Policy (CEP) extends their gratitude to the instructors, staff and students that continuously worked diligently throughout the challenges of the fall 2022 quarter.

We would like to clarify the committee's decision to uphold the Default P Policy from April 2020. There was active discussion by all members before we voted and agreed, and the conversations covered many issues and contingencies. Given CEP's charge and purview, our primary concerns were the disruptions caused to undergraduates in terms of financial aid, progressing through their majors and time to graduation, which the lack of grades was directly impacting. The majority of our members were very sensitive and sympathetic to the Academic Student Employees' situation, and while our final vote on the matter was done in a brief Executive session, all of our committee members including staff from the Office of the Registrar, Undergraduate Advising and our undergraduate representatives were present and participating in our many hours of focus on the matter.

While the committee agrees it is a less than perfect solution, it ultimately seemed to be the path that led to the least impact on undergraduate students, and allowed them to continue to progress. While most other UC campuses were reporting grading completion of 94%-96% at the time of our vote, UC Santa Cruz was only reporting 85%, and many of those courses did not have TAs assigned.

The committee seeks to provide clarification regarding the recent decision for fall 2022 missing grades to be replaced with Default P grades per CEP policy. We want to remind instructors that the default P grade is required to be changed to a final letter grade using the Change Grade link on the MyUCSC Grade Roster by December 2, 2023, one year after the last day of instruction for fall 2022.

Additionally, CEP has been assured by Campus Provost and Executive Vice Chancellor (CP/EVC) Kletzer that the administration will provide appropriate resources if additional grading work (e.g. readers and graders) has to be done to complete fall 2022 final grades for courses that had fall quarter TA(s) (please see enclosed for detailed information). These resources can be requested by contacting the department chair, program director or college provost.

For students who need a letter grade to declare a major and/or to qualify for a major, CEP has previously stated:[1]

---

[1] Please also refer to the Undergraduate FAQ's for Fall 2022 Grading from Undergraduate Advising

Mirroring the process when the Academic Senate awards a student a P grade as a result of a grade grievance, any P grades that replace missing grades will not affect the student's ability to progress in their major or graduate under letter grade requirements.

CEP has been informed that there is confusion amongst students about the impact of the default P in regard to major declaration, major qualification, time to degree, and impacts on graduation. Therefore, we recommend communicating directly with your proposed and declared students about the process you are following to complete outstanding grading and provide letter grades to students based on their submitted work.

We appreciate your attention to this matter and hope to reassure students that their progress will not be impacted. We acknowledge that this impacts everyone committed to our students at all levels, and our committee would like to express our sincere appreciation to everyone's commitment to resolving this.

Sincerely,

David Lee Cuthbert, Chair
Committee on Educational Policy

Encl.   CP/EVC to Deans re Completion of Fall '22 grading, 1-18-2023

cc: Lori Kletzer, Campus Provost and Executive Vice Chancellor
        Richard Hughey, Vice Provost and Dean of Undergraduate Education and Global Engagement
        Stacey Sketo-Rosener, Assistant Vice Provost for Undergraduate Advising
        Patty Gallagher, Chair, Academic Senate
        Dard Neuman, Chair, Committee on Planning and Budget
        Andrew Fisher, Chair, Graduate Council
        Matthew Mednick, Director, Academic Senate
        Tchad Sanger, University Registrar
        Kalin McGraw, Associate Registrar
        Department Managers
        College Academic Managers

January 18, 2023

To: Celine Parrenas Shimizu
         Jasmine Alinder
         Heather Bullock
         Alex Wolf
         Paul Koch
         Richard Hughey
From: Lori Kletzer, CPEVC
Subj: Completion of Fall '22 grading

I write to update you on fall quarter grading.

The missing grade (change a missing grade to P) policy is now being implemented, following the delayed resolution by CEP of our existing policy. Missing grades will likely be replaced by "P" by Friday of this week.

To move forward more directly with the completion of fall quarter grading, I am announcing a process for the hiring of readers/graders. We will assume that fall quarter TAs will honestly complete self-attestation forms. With that assumption, I am authorizing you to work with department/program chairs to expand, in a limited and immediate fashion, our grading capacity. I will provide central funding in support of:

1. For **courses** that had fall quarter TA(s) and enrollments >=100, up to 20 hours of winter quarter reader support;
2. For **courses** with fall quarter TA(s) and with enrollments between 50 and 99, up to 12 hours of winter quarter reader support

These hours are maximum total for each course, not the suggested size of an individual reader appointment. If course EXYZ 124 had 200 students in fall '22, a total of 20 hours is available and paid for to complete the grading in course EXYZ 124. Any additional hours in support of grading for that course must be paid for by divisional or department funds.

No assistance for fall quarter courses taught by Senate faculty where TAs were not assigned. I authorize you as deans to work with department chairs to secure the completion of grading in courses taught by GSIs. I expect department chairs to work with GSI mentors and/or assign alternative instructors of record.

If fractional reader appointments are now made for winter '23 in order to complete fall grading and the student employee is already in a 50% appointment for the current quarter, our traditional process for getting approval to work at more than 50 percent is required.

Any fall quarter instructor who feels they have needs not covered here should talk with their department chair who should talk with you. These faculty may petition for support; approval of that support is not guaranteed.

This plan updates my previous commitment to provide central funds.

Department chairs are to be instructed that we are not requiring the completion of an attestation form in order to hire a graduate student into a limited scope reader appointment.

This item will be on our agenda at DAC on January 19.