

**COMMITTEE ON EDUCATIONAL POLICY**  
**Amendment to Regulations for Chapter 9**  
**Incomplete Grades**

To: Academic Senate, Santa Cruz Division

The Committee on Educational Policy (CEP) would like to support students when impacts to student learning are disrupted by extenuating circumstances (such as the COVID-19 pandemic, extreme events like wildfires and storms, and the recent strikes) by providing the authority to CEP to extend the Incomplete deadline by one additional term/quarter. This was a policy consideration CEP promised to explore after the Student Union Assembly advocacy in fall 2022 in its [December 1, 2022 memo](#).

Amendment intended to be effective immediately (March 10, 2023), and CEP intends to extend the fall 2022 Incomplete deadline to the end of the finals week of spring quarter 2023.

**Existing Regulation**

**Proposed Regulation**

<p><b>9.1.6</b> The grade of I may be assigned only when a student's work is of passing quality but is incomplete (I). The student must make arrangements in advance with the instructor in charge of the course in order to receive an I. In order to replace the I with a passing grade and to receive credit, a student must petition by the deadline imposed by the Registrar and complete the work of the course by the end of the finals week of the next term, unless the instructor specifies an earlier date. If the instructor fails to submit a passing grade for any reason by the deadline for submitting grades in the next succeeding term after the I was awarded, the student receives an NP or F depending on the grading option selected. The deadline imposed herein shall not be extended. (However, see SCR 6.7.) (Am 22 Oct 69 EI, 26 May 71 EW, 25 May 77, 28 May 80, 29 May 96, effective 1 Sept 97, 23 Feb 00; CC 31 Aug 98; EC 31 Aug 09, 31 Aug 17)</p>	<p><b>9.1.6</b> The grade of I may be assigned only when a student's work is of passing quality but is incomplete (I). The student must make arrangements in advance with the instructor in charge of the course in order to receive an I. In order to replace the I with a passing grade and to receive credit, a student must petition by the deadline imposed by the Registrar and complete the work of the course by the end of the finals week of the next term, unless the instructor specifies an earlier date. If the instructor fails to submit a passing grade for any reason by the deadline for submitting grades in the next succeeding term after the I was awarded, the student receives an NP or F depending on the grading option selected. <del>The deadline imposed herein shall not be extended</del> <b>The Committee on Educational Policy CEP has the option to extend this deadline for all undergraduates by up to one term if such an extension will better protect the interests or rights of students.</b> (However, see SCR 6.7.) (Am 22 Oct 69, <b>10 Mar 23</b> EI, 26 May 71 EW, 25 May 77, 28 May 80, 29 May 96, effective 1 Sept 97, 23 Feb 00; CC 31 Aug 98; EC 31 Aug 09, 31 Aug 17)</p>
---	--

Respectfully submitted;

COMMITTEE ON EDUCATIONAL POLICY

Elizabeth Beaumont

Alma Heckman

Dianne Hendricks

Kenneth Kletzer

Kyle Parry

Victoria Auerbuch Stone

David Harrison, CCI Chair, ex officio

Tchad Sanger, ex officio

David Lee Cutbert, Chair

February 17, 2023