DATE: June 6, 2013

TO: James Murray, Chair, Committee on Instruction and Curriculum

FROM: Mitchell Watnik, Chair, Academic Senate

SUBJECT: Referral regarding prerequisites and graduation

Dear Jim:

Earlier this week, at a meeting of the A2E2 Advisory Committee, some student members of the committee told Provost Houpis of a course (POSC 3550) that requires an outside event as part of the grade. Until this outside event occurs (it only happens once a year, in the Spring), students are given a grade of “RP”. The Catalog describes the “RP” grade designation as follows:

**Report in Progress (RP)**

The symbol "RP," Report in Progress, is used in connection with courses that extend beyond an academic term. It indicates that work is in progress, but that a final grade cannot be assigned until additional work is completed. The work is to be completed within one year, except in the case of graduate theses or dissertation. A graduate thesis or dissertation must be completed and approved within five years of the student's initial enrollment in a thesis or dissertation course. If the work is not completed within the established time limit (one year, and for graduate theses and dissertation, five years), the "RP" grade will be changed to an "F" or "NC," depending on the grading pattern of the course.

I would like CIC to consider whether to mandate that syllabi specifically state that courses that require work beyond the quarter and that “RP” will be listed until the extracurricular activity is completed. Another issue is whether a course can mandate work beyond the confines of an academic quarter. Provost Houphis suggested that the course be divided to be a 3 unit lecture and (in the appropriate quarter) a one unit activity. A confounding issue to Provost Houpis’ suggestion is that the course is approved for upper division GE credit (and it is not clear that a 3 unit course would count).

Clearly, Provost Houpis and relevant faculty from Political Science should be invited to the discussion.

If you have any questions about these issues, please contact me.