Resolution to Clarify Grade-Change Protocols

Revised UFC Proposal

Professor David Delchamps
Chair
Educational Policy Committee
What the Senate Established in May to Deal With Retro-W’s and Expunges

The instructor of record must be informed of a grade change (letter, S/U, Inc, W) before it is made and must be afforded the opportunity by the relevant college authorities to discuss the protocols that were followed if the change leads to a retroactive W or an expunging of the record. These protocols require that the college authority’s actions resulted from appropriate engagement with Cornell Health, the Title IX Office, or the Office of University Counsel should the grade change be necessitated by extenuating circumstances.

Feedback from several quarters prompted the development of a more detailed protocol.
When such a transcript change is necessitated by circumstances involving Cornell Health, the Office of Institutional Equity and Title IX, or the Office of University Counsel, the student’s privacy interest limits the information that college officials may share with the instructor. In such cases, the college associate dean for academic affairs (or equivalent position) will inform the instructor of the impending transcript change before it is made and explain to the instructor that the action was warranted due to a matter involving one of the three offices named above, and that university protocols, including appropriate consultation, were followed.
Lesser Circumstances: Instructor Informed and Is the Final Authority

In cases not involving these three offices, where a retroactive transcript change is under consideration, the college associate dean for academic affairs (or equivalent) must inform the instructor of the reasons for making the change and obtain the instructor’s approval before making it.
Developed in Consultation With This VPUE Working Group

Rachel Bean, Senior Associate Dean for Ugrad Education and Professor, CAS (Chair)
Gena Boling, Director of Compliance for Student Aid Programs
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Melanie Holland Bell, Assistant Dean for Education, AAP
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Mike Thompson, Associate Dean for Ugrad Studies and Associate Professor, COE
Donald Viands, Associate Dean and Director of Academic Programs and Professor, CALS
Casey Washburn, Associate University Registrar, Academic Services
Call For a Vote

I support the modification to the Grade Change Policy that is articulated in this resolution.

Yes ______

No ______

Abstain ______