

4/16/03 REVISED DRAFT: Policy Governing Undergraduate and Professional Students
Enrolled in Courses Outside Their Own College or Degree Program

Examples: Section I

1. A professor in College A teaches a course in which teams play a heavy role and she wishes to set the drop deadline for her course at the end of Week 2. The rules of College A allow the deadline for drops to be set whenever a professor chooses. A student in College B stays enrolled beyond Week 2, but decides much later (but still before College B's drop deadline) that he wants to drop.

College A rules. The professor is within her rights to refuse to sign a drop slip even if this means that the student will fail the course.

Implementation: Adds and drops are coordinated by Registration Center. It is the responsibility of the professor to notify the Registration Center that after a certain date, no student may drop the course without the signature of the professor. In the case of a cross-listed course, the professor should also notify the department office(s) of the other cross-listing department(s) that students wishing to drop the course after a certain date must get the professors signature.

2. A student in College A cheats in a course offered by College B, an offense that the course syllabus indicates carries an automatic grade of F for the course. When the student denies having cheated, the faculty member turns the case over to College B's Honor Court and provides his evidence. The student appears before the Honor Court and is found guilty of academic misconduct. The Court recommends sustaining the automatic F to College B's undergraduate dean and she concurs. The professor assigns the F. The student is unhappy and appeals to his own undergraduate dean in College A.

College B rules. Faculty decisions concerning grades, whether reflecting performance or sanctions for academic misconduct, are the responsibility of the professor and the administrators within the college offering the course.

Implementation: Professors who have students enrolled in their courses from other colleges should note in their syllabus that the rules of the college offering the course apply in cases of grade disputes and academic misconduct. In the event that a student appeals to officials in his own college concerning a grade or grade-sanction that has been ruled on by another college, the student should be informed that he may appeal the decision of the Office of the Provost but not to his own college.

3. A student in College A receives a grade of F in a course taught by College B. The student appeals the grade on the grounds that she was not notified at mid-term that she had a failing grade. Although College B does not give mid-term grades, the student argues that she should have received a mid-term grade since she is enrolled in College A and College A sends mid-term grades.

College B rules. Mid-term grades are provided at the discretion of the college offering the course.

Implementation: Although College B rules on a case-by-case basis, when College B teaches a critical course as a service to College A, College A may wish to negotiate to have mid-term grades provided to students enrolled in the course and/or to the advising office in College A.

Examples: Section II

1. A student in College A is accused of cheating in a Course taught by College B. The evidence is indisputable and the student accepts a grade of F in the course as outlined in the course syllabus. As a standard part of policy in College B, the professor notifies the appropriate office in College B of the incident and this office notifies College A and provides them with the written documents concerning the case. College A responds by sending the student a letter placing him on disciplinary probation and warning that a second incident may result in dismissal. The student appeals the decision to the Provost on the grounds that his privacy has been violated and that no rules were broken in College A.

College B has the right to inform College A of the academic misconduct. College A has the right to place a student on disciplinary probation (or even to dismiss a student) for actions that have taken place in another college and that have been acknowledged by the student or proven under the other college's standard process. College A would only be prevented from applying its own sanction if College B's decision was appealed to the Provost and subsequently overturned.

2. Course Z is not normally accepted for general education credit in College A but a special circumstance arises in which a particular student is allowed to use the course to fulfill one of her general education requirements. Later on, the student transfers to College B. As the student is preparing to graduate, she finds that College B will not accept Course Z in lieu of the general education course. The student appeals to the Provost.

College B is not obliged to abide by exceptions granted by College A.

Implementation: When an exception to a collegiate rule is made and noted within the DELI system, the college making the exception should be noted. If a student later transfers to another college, he or she should be counseled by the new college that exceptions made in the other college no longer apply and that the student should either fulfill the requirement or apply to have the course accepted by the new college. The student's new college should take care to ensure that the DELI shows the student's new standing with respect to this particular rule so that the student can accurately determine what courses need to be taken.

3. A student in College A receives an F in a course taught by College B. College A allows the second-grade-only option but College B does not. May the student use the second-grade-only option to raise his grade-point average even if College B does not offer the second-grade-only option?

The student may use the second-grade-only option provided that he or she is allowed to re-enroll in the course. College B is not obliged to allow re-enrollment if the course requires special permission or if a department or college rule restricts or limits opportunities for re-enrollment.

4. A student in College A receives a D in a course taught by College B. College B allows the second-grade-only option but College A does not. The student retakes the course and earns a grade of A. When he goes to his college office to apply for the second-grade-only option, he is told that the second-grade-only option is not available and that the new grade will simply be averaged in with the old in computing the grade-point average. The student is angry and sends letters of appeal to the deans of both colleges saying that grading rules should apply equally to all students in a class regardless of their college of enrollment

College A cannot apply a policy that it does not have. The second-grade-only option is not a matter of grading but rather a question of how grades are applied in the computation of grade-point averages. Rules for these are determined by the college in which a student is enrolled and are applied to all students in the college.

College B should respond to the student by saying that the second-grade-only option is not a matter of grading but rather a question of how grades are applied in the computation of grade-point averages and that rules for these are determined by the college in which a student is enrolled.