

SM 2/10/69

*Grading  
Deferred Grades*

5177 (6)

SIMON FRASER UNIVERSITY

TO: All Members of Senate

FROM: H.M. Evans,  
Secretary of Senate  
and Registrar.

SUBJECT: Deferred Grades

Date: December 2, 1968.

In response to a question raised at Senate, November 12, 1968, the attached papers will indicate Senate rulings and current practice involving deferred grades. There is no limitation on the number of such gradings. So long as the notation "DEF" remains, the course is not counted in calculating the grade-point average.

The 1968/69 calendar, page 46 states: -

The letter grade DEF will be given when a physician's certificate or other document substantiating a request for deferment on medical or compassionate grounds is received by the Registrar within four days of the date from which the examination was to have been written, or when the instructor in the courses wishes to defer submitting a final mark pending completion of further work from the student. The awarding of the letter grade DEF will be subject to agreement between the Registrar and the Instructor, as will be the method of establishing the new grade.

/jjs

SIMON FRASER UNIVERSITY

*Standings  
Deferred*

MEMORANDUM

SM 2/12/68

To.....All Faculty.....	From.....Mr. D. A. Meyers.....
	.....Associate Registrar.....
Subject.....Deferred Grades and Course Grade Changes	Date.....July 24, 1967.....

The attached is an extract of the Minutes of the Senate of the May 1, 1967 meeting showing the amendments passed with respect to DEFERRED GRADES AND CHANGES OF GRADES.

*[Signature]*  
D. A. Meyers  
Associate Registrar

EXTRACT FROM MINUTES OF SENATE OF SIMON FRASER UNIVERSITY, MAY 1, 1967.

DEFERRED GRADES AND CHANGES OF GRADES - 8-1.

The Deans of the Faculties of Science and Education indicated their view that their Faculties were in agreement with the recommendation from the Senate Committee on Undergraduate Admissions and Standings regarding DEF grades and grade changes. The Faculty of Arts proposed in relation to the DEF grade that work must be completed and a grade allocated by the last day of instruction in the next semester. After discussion it was

Moved by K.E. Rieckhoff, seconded by A.R. MacKinnon

"that recommendations 1(a) and 1(b) of the submission of March, 1967, from the Senate Committee on Undergraduate Admissions and Standings, as follows, be adopted:

- 1(a) that the Registrar accept and record any deferred grades submitted through the Head of Department by the instructor in the course
- 1(b) that all unchanged DEF grades by automatically converted to F after the 5th day of lectures of the semester immediately following the one in which the grade was awarded. In exceptional cases the Senate Committee on Admissions and Standings may grant an extension on petition by the Head of the Department of the course concerned."

An Amendment to the Motion was

Moved by W. Williams, seconded by G. Sperling

"that recommendation 1(b) line 2 be amended to read  
'.....converted to F after the last day on which courses may be dropped.....'

AMENDMENT LOST  
MOTION CARRIED

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*Grading  
Referred Process*

Moved by K.E. Rieckhoff, seconded by A.R. MacKinnon

"that recommendations 2(a), 2(b) and 2(c), as follows, be adopted:

- 2(a) that all course grades require the approval and initial of the Department Head or his delegate before being submitted to the Registrar.
- 2(b) that all course grade changes require the approval and initial of the Department Head or his delegate before being submitted to the Registrar
- 2(c) that course grade changes be permitted up to but not beyond the 5th day of lectures of the semester immediately following the one in which the grade is awarded. In exceptional cases the Senate Committee on Admissions and Standings may grant an extension on petition by the Head of the Department of the course concerned."

After discussion it was agreed to amend 2(c), line 4, to read "...special cases..." and 2(c), line 5, to read "...grant an exception...:"

MOTION CARRIED

It was agreed that Faculties and students should be informed now by the Registrar that this system would become operative with the grades for the 1967 Summer semester.