MOTION: TO FACULTY CONGRESS, MARCH 16, 2012
RE: Changes to UH Hilo Catalog; Section on course repeats and GPA calculations
FROM: Academic Policy Subcommittee of Faculty Congress

BACKGROUND: The UH Hilo Catalog currently states the following. Relevant sections have been underlined by our committee.

With certain restrictions that are noted below, undergraduate students may retake a course with the intention of earning a higher grade. When a course is repeated, the GPA is computed by using the most recent grade received. If "W" is the "repeat" grade, the initial grade will be used to compute the GPA. If "F" is the "repeat" grade and the initial grade was "D" or higher, students will retroactively lose the credits that they previously earned. Grades from both initial and repeat attempts remain a part of the student's permanent academic record.

Students may not enroll in a course and receive a grade (including "W") more than three times, except in those courses identified in the Catalog as repeatable.

The only courses a student may repeat with a Credit/No Credit option are those in which the student previously received a grade of "NC" (No Credit). A course for which a student has already received credit may not be repeated through credit by institutional examination. Courses initially taken at UH Hilo must be repeated at UH Hilo in order for the repeat grade to be calculated in the GPA. Grades from other institutions will not be used to calculate the GPA.

A repeated course is not removed from the student's record. All grades earned are shown on the transcript.

Many graduate and professional schools recalculate the grade point average using grades from all classes taken, including repeats, in determining eligibility for admission. This fact should be carefully considered by students who are attempting to increase their grade point average by repeating courses in which they have received a passing grade.

RECOMMENDATIONS:

The Academic Policy Committee recommends to Faculty Congress the following changes to Academic Policy, to be reflected in the UH Hilo Catalog:

1. **Priority enrolment will be given to students who have not previously received a grade of C- or better in a course.**

Explanation: Our Committee recognizes that many students at UH Hilo are repeating courses (883 in F11). Registration data from F11 also show that more than half of these repeats were for the purpose of improving an already passing grade. We acknowledge that many courses at UH Hilo are "impacted" and have a limited capacity for enrolment. To allow fair access to educational resources at UH Hilo, we recommend that priority enrolment in courses will be given to students who have not yet received a passing grade in that course. Students who wish to enroll for the purpose of improving a C- or better will need to obtain a signed waiver from the course instructor.

2. **That all course grades on the transcript be used in calculating GPA.**

Explanation: Our Committee recognizes that a majority of graduate and professional programs, as well as application services (e.g. AMCAS; PHARMCAS; LSAC) re-calculate GPAs, taking into consideration all course grades, including repeats. We also believe that our current practice of considering only the most recent grades is misleading to students, particularly for those who will pursue post-graduate education. We therefore recommend that UH Hilo adopt the more standard practice of including all course grades in GPA calculations.

These recommendations were approved by vote of the Academic Policy Subcommittee on March 14, 2012
We would appreciate the consideration and possible endorsement of our recommendations by Faculty Congress.

PROPOSED AMENDMENTS TO MOTION: *in italics*

Proposed Amendment VERSION A (rewording will clarify intention of policy change #1)

1. **Priority enrolment in courses will be given to students who have *not previously enrolled in the course,* or who have previously taken the course but did not earn a grade of C- or above. *Students who wish to enroll for the purpose of improving a grade of C- or above will need to obtain a signed waiver from the course instructor.***

Proposed Amendment VERSION B (changes intention of policy change #1)

1. **Priority enrolment in courses will be given to students who have *not previously enrolled in the course. Students who wish to retake a course that they have previously enrolled will need to obtain a signed waiver from the course instructor.***