



**SAN FRANCISCO
STATE UNIVERSITY**

Policy #:	S20-289
Supersedes:	N/A
Senate Approval:	04/10/2020
Presidential Approval:	04/23/2020
Effective:	Immediately
Last Review:	Spring 2020
Next Review:	Fall 2020

Temporary Suspension of Academic Senate Policy F95-195: Policy Resolution on Incomplete Grades

Source Committee: Executive Committee

Unit(s) Responsible for Implementation: Division of Undergraduate Education and Academic Planning, Division of Graduate Studies, Office of the Registrar

Consultations: Dean of Undergraduate Education and Academic Planning, Associate Dean of Undergraduate Education, Dean and Associate Dean of Graduate Studies, Office of the Registrar

Rationale

As a result of the COVID-19 epidemic reaching San Francisco, SFSU suspended (on March 11, 2020) in-person classes and directed that faculty move to remote instruction. While these changes were instituted for good public health reasons, they have necessarily disrupted the normal pedagogy and operations of the University. Students with Incomplete grade contracts due to expire in spring or summer 2020 may not have an opportunity to complete their work and prohibit the Incomplete from reverting to a Failing grade.

Policy

Exceptions to #F95-195 shall be as follows.

Incomplete grades may be issued when less than 75% of the course requirements have been met.

Undergraduate and graduate students who had an Incomplete grade contract that expires at the end of the spring 2020 or summer 2020 terms shall be granted an automatic extension until the end of the fall 2020 term.

The Academic Senate shall consider whether an extension of this policy is needed in fall 2020.

Approved by the SF State Senate Executive Committee on April 9, 2020.