

## **Course Grade Policy in Time of Disruption**

This policy outlines the effects of a declared significant disruption on grading in Seaver College. A “significant disruption” could be, but is not limited to, a natural disaster, intense civil unrest, or pandemic illness that sufficiently hinders or arrests typical academic activities. In the event of an unexpected significant disruption, the Dean of Seaver College and the Provost of Pepperdine University, in consultation with relevant university and college leadership, may declare a state of disruption for the college. An institutional recognition of a significant disruption allows for temporary changes in regulations surrounding grading and student assessment. These changes should (1) align with the recommendations of relevant authorities regarding the health and safety of students, faculty, and staff, (2) provide flexibility and relief for students during a time of unforeseen chaos, and (3) preserve the high standards of the Seaver faculty in assessing student work and granting degrees.

In the event of an official state of disruption, the following alternative grading policy will be implemented, after thorough communication with students and faculty.

1. Students will have the option to convert any, all, or none of their course grades to Cr/NC. Students must elect to convert any courses to Cr/NC no later than a week prior to the last day of classes, prior to taking final exams. If students make no formal election, they will receive standard grading in all their courses. Courses taken Cr/NC may be applied toward major, minor, and general education requirements. Course units completed Cr/NC will not count against the regular maximum limit of 16 units of Cr/NC to be applied toward graduation. Senior seminars and capstone courses, along with a select number of courses that are required for credentialing, may be excluded from Cr/NC grading at the discretion

of the professor. If students in these courses desire Cr/NC status, they must obtain professor approval.

2. If a student elects to receive any or all course grades as typical A-F letter grades, those grades will still be subject to standard weighting for calculation of a student's grade point average. Students must have at least 12 graded units to be considered for the Dean's List or other semester-based academic honors.
3. The grades from the affected term will be immediately followed by this notation on the transcript or one similar: "During [Term] [Year], an official state of disruption was declared at Seaver College as external circumstances significantly interrupted academic activities." This statement on the transcript provides official documentation of the unusual emergency circumstances surrounding grades earned in the affected semester.

Through the enactment of this alternative grading policy, the college recognizes that unavoidable circumstances substantially impacted regular academic activities for students and faculty. This policy is intended as a measure of grace to support student learning and assessment during a difficult disruption while continuing to uphold the highest standards of the college.

This policy will not be applied retroactively to spring or fall 2020 semesters.