


THE CALIFORNIA STATE UNIVERSITY AND COLLEGES  
Office of the Chancellor  
5670 Wilshire Boulevard  
Los Angeles, California 90036

June 21, 1973

To: Presidents

From: H. E. Brakebill   
Executive Vice Chancellor

Subject: Administrative Grading Symbols (Amendment)  
Executive Order No. 179

Enclosed are five (5) copies of Executive Order No. 179, which amends that portion of Executive Order No. 171 concerning the symbol for Satisfactory Progress "SP."

Because of discussion which has arisen in connection with this symbol, two points merit emphasis:

1. Because of the manner in which symbols similar to this have been used in the past, a relationship to faculty workload has arisen. For this reason, an explicit limit has been placed upon the use of "SP."
2. The time limits associated with the "SP" are not intended to place constraints upon the nature of theses and projects undertaken or to discriminate against part-time students. They are designed specifically to encourage timely completion of such work. The appropriate campus authority may authorize extension for any reason considered to be educationally sound so long as the action is documented.

Questions concerning this Executive Order should be directed to Dr. W. B. Langsdorf, Vice Chancellor, Academic Affairs.

HEB:ms

Attachment

cc: Vice Presidents for Academic Affairs  
Deans of Students  
Deans of Admissions and Records  
Chancellor's Staff

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Administrative Grading Symbols (Amendment)  
Executive Order No. 179

This Executive Order is issued pursuant to Chapter III, Section 1 and 2, of the Standing Orders of the Board of Trustees of The California State University and Colleges and is effective with the beginning of the Fall 1973 academic term (semester or quarter).

The following replaces paragraph 4 of Executive Order 171:

The "SP" symbol may be employed in connection with thesis, project and similar courses where assigned work frequently extends beyond a single academic term and may include enrollment in more than one term. The "SP" is an indication that student performance has been evaluated and found to be satisfactory but that further work must be completed before a final grade (or grades) can be properly assigned for any part of the course. Enrollment for more units of credit than the total number of units which can be applied to the fulfillment of the specific requirements of the students' educational objective is expressly prohibited. The "SP" symbol is to be replaced with the appropriate final grade within one year of its assignment except for Master's thesis enrollment where the "SP" need not be replaced for two years. The president or his designee may authorize extensions of the applicable time limit. This time limit does not apply to joint doctoral degree research and dissertation activities.

The following statement shall appear in the campus catalog:

The "SP" symbol is used in connection with courses that extend beyond one academic term. It indicates that work is in progress and has been evaluated and found to be satisfactory to date, but that assignment of a precise grade must await completion of additional work. Cumulative enrollment in units attempted may not exceed the total number applicable to the student's educational objective. Work is to be completed within a stipulated time period. This may not exceed one year except for

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graduate degree theses for which the time may be up to two years, but may not exceed the overall time limit for completion of all Master's degree requirements. Any extension of time limit must receive prior authorization by (specify academic administrator by the president).



Glenn S. Dumke, Chancellor

Dated June 18, 1973

Executive Order No. 179 - Administrative Grading Symbols  
(Amendment)