EXAMINATIONS AND GRADING

The Board recognizes that a system of examining and grading student achievement can help the student and his/her instructor better assess his/her progress toward his educational goals and assist in the implementation of that progress.

Grading and testing shall be that system of measuring and recording student progress and achievement which enables the student and instructors to:

a. learn his/her strengths and weaknesses

b. plan an educational future in the areas of the greatest potential for success

Grades shall measure the student's progress against both his/her own potential for achievement and the achievements of others in his/her class as appropriate to the grade level and subject matter.

The Board directs that the instructional program of the College include a system of grading which is consistent with the educational goals of the District.

The President shall develop procedures for grading which include the following:

1. Each student should know what behavior and achievements are expected of him/her at the outset of any course of study.
2. Each student should be kept informed of his/her progress during the course of the unit of study.
3. Methods of grading shall be appropriate to the course of study.
4. Provision shall be made for a credit/no-credit option where it is appropriate.
5. Students should be encouraged to evaluate their own achievement.
6. All grading systems are subject to continual review and revision, the better to serve the purposes of grading established by the Board of Trustees.
7. Staff and students should be involved in the continuing program of grading review.

Therefore, the Board directs the establishment of a system of recording student progress which shall include written reports of class grades, conferences with students as needed, and which shall require all appropriate staff members to comply with such a system as part of their teaching responsibility.

Adopted by Board of Trustees
August 15, 1977