



**POLICY TITLE**  
***Policy on Policies***

**POLICY NUMBER**  
***SUS-6-001***

**EXECUTIVE SUMMARY**

1. What is the purpose/rationale for this policy? (policy description)

The purpose of this policy (SULC-1-005) is to inform Southern University Law Center (SULC) faculty and students of the grading scale used in law school courses which are not designated pass/fail courses. The policy also identifies courses that are pass/fail at the Law Center.

2. What is the fiscal impact of this policy? (financial impact)

There is no fiscal impact associated with the implementation of this policy.

3. Was this policy developed based on best practices and in alignment with similar universities/colleges, policy organizations such as Association of Governing Boards of Universities and Colleges (AGB), Southern Association of Colleges and Schools – Commission on Colleges (SACSCOC), Louisiana Board of Regents, etc. Briefly discuss and provide an example.

Yes.

4. If this is a policy revision or update, please provide a summary of the proposed revisions and reason(s) for the revisions.

The policy was updated to identify the pass/fail courses at the Law Center.

## SU CAMPUS POLICY DEVELOPMENT, ROUTING, & CHECKLIST FORM

**TO:** SU CAMPUS POLICY & PLANNING COMMITTEE  
**CAMPUS EMAIL ADDRESS:** Example: [policies@subr.edu](mailto:policies@subr.edu)

**FROM:** Shawn D. Vance, Vice Chancellor for Academic Affairs  
 Responsible Official (Name and Title) - (Initiator of Policy)

**DATE:** February 24, 2025

**POLICY TITLE:** Grading Scale Policy

### 1. SELECT POLICY CLASSIFICATION

- ☒ Academic Affairs (1-000)
- ☐ Enrollment Management (2-000)
- ☐ External Affairs & Public Relations (3-000)
- ☐ Facilities (4-000)
- ☐ Finance, Audit, & Budget (5-000)
- ☐ Governance & Institutional Effectiveness (6-000)
- ☐ Human Resources (7-000)
- ☐ Information Technology (8-000)
- ☐ Institutional Advancement (9-000)
- ☐ Legislative Affairs & Legal (10-000)
- ☐ Research & Extension (11-000)
- ☐ Safety & Security (12-000)
- ☐ Student Affairs (13-000)
- ☐ Workforce & Economic Development (14-000)
- ☐ Athletics (15-000)

### 2. SELECT POLICY STATUS

- ☐ New Policy for Approval
- ☐ Review of Existing Policy for Withdrawal
- ☒ Review of Existing Policy for Withdrawal and Replacement (updates)

### 3. POLICY DEVELOPMENT WITH STAKEHOLDER INPUT

- ☒ Responsible Official certifies that policy was developed with input from all applicable stakeholders identified in revised *SU System Policy on Policies (SUS-6-001), Section IV – Definitions – Policy and Planning Committee.*

SDV 2/13/25  
 (Date/Initials of Responsible Official)

### 4. PROPOSED POLICY SUBMITTED FOR INITIAL REVIEW AND APPROVAL

- ☒ Responsible Official submits policy by to the SU Campus Policy & Planning Committee using the official policy template

SDV 2/13/25  
 (Date/Initials of Responsible Official)

## 5. SU CAMPUS POLICY & PLANNING COMMITTEE REVIEW AND ACTION

- ☒ Proposed policy is ☒ Approved ☐ Disapproved
- ☒ If approved, proposed policy is assigned a Policy Number SALC-1-005  
(Date)
- ☒ If approved, proposed policy is forwarded to Chancellor's Cabinet for action 2/13/25  
Faculty (Date)
- ☐ If disapproved, proposed policy is returned to Responsible Official with comments for review and re-submission to the SU Campus Policy & Planning Committee \_\_\_\_\_  
(Date)

Comments:

## 6. CHANCELLOR'S EXECUTIVE CABINET REVIEW AND ACTION

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- ☒ Proposed policy is ☒ Approved ☐ Disapproved
- ☒ If approved, proposed policy is forwarded to Chancellor for action 2/24/25  
(Date)
- ☐ If disapproved, proposed policy is returned to Responsible Official with comments for review and re-submission to the SU Campus Policy & Planning Committee \_\_\_\_\_  
(Date)

Comments:

## 7. CHANCELLOR'S REVIEW AND ACTION

- ☒ Proposed policy is ☒ Approved ☐ Disapproved
- ☒ If approved and signed, proposed policy is forwarded to the SU Campus Policy & Planning Committee for archiving  
2/24/25  
(Date)
- ☐ If disapproved, proposed policy is returned to Responsible Official with comments for review and re-submission to SU Campus Policy & Planning Committee \_\_\_\_\_  
(Date)

Comments:



**Policy Title**  
**Grading Scale Policy**

**Policy Number**  
**SULC-1-005**

<b>Responsible Unit:</b> Office of Academic Affairs	<b>Effective Date:</b> February 24, 2025
<b>Responsible Official:</b> Vice Chancellor for Academic Affairs	<b>Last Reviewed Date:</b> February 24, 2025
<b>Policy Classification:</b> Academic Affairs	<b>Last Revised Date:</b> February 24, 2025
	<b>Origination Date:</b> Before 2019

**I. Policy Purpose**

The purpose of this policy is to inform Southern University Law Center (SULC) faculty and students of the grading scale used in law school courses which are not designated pass/fail courses. The policy also identifies courses that are pass/fail at the Law Center.

**II. Policy Scope**

This policy applies to faculty and students.

**III. Policy Compliance**

This policy informs individuals of the grading scale used in SULC courses which are not pass/fail.

**IV. Policy Definitions**

Not applicable.

**V. Policy Development and Implementation Procedure**

The policy was created by the SULC faculty to establish the grading scale to be used in all SULC courses which are not pass/fail courses. The Vice Chancellor for Academic Affairs will be charged with implementing and enforcing this policy.



## VI. Policy and Applicable Procedures

- A. The following grading scale is to be used in all SULC courses that are not designated pass/fail courses. If a course is designated a pass/fail course, then a student can only earn either a letter grade of "P" for passing the course or "F" for failing the course. In all other courses, the following grading scale is to be used:

### Grading Scale

A	4.00	96 - 100
A-	3.75	90 - 95
B+	3.50	87 - 89
B	3.00	83 - 86
B-	2.75	80 - 82
C+	2.50	77 - 79
C	2.00	73 - 76
C-	1.75	70 - 72
D+	1.50	67 - 69
D	1.00	63 - 66
D-	0.75	60 - 62
F	0.00	Below 60

Nonetheless, nothing in this policy should be read as preventing a professor from awarding grades based on a curve or a similarly accepted method of adjusting their grades based on the academic performance of their students. It is herein acknowledged that grades resulting from the application of a curve or similarly accepted method of adjusting grades may not conform to the above listed grade scale.

Additionally, a professor teaching a course that has not been designated a pass/fail course cannot issue a grade of pass (P) but must award a grade listed on the grade scale (A, A-, B+, B, B-, C+, C, C-, D+, D, D-, or F).

- B. The following courses are pass/fail courses:

424A	Legal Methods
429	Lawyering Process I
430	Lawyering Process II
435	Legal Process
459	Independent Research/Adv. Independent Research
625	Advanced Constitutional Law
643	Law Review Workshop
644	Moot Court Workshop
645	Journal of Race, Gender, & Poverty Workshop
658	Advanced Louisiana Torts Litigation (Advanced Torts)
824	Honors Board of Advocates Workshop
825	Journal of Intellectual Property, Technology & Law Workshop
826	Journal of International Law, Business & Policy Workshop
929	Trial Advocacy Board Workshop

- C. Any newly created co-curricular course or intervention course will be a pass/fail course, unless designated differently when the faculty approves the creation of the course.

## **VII. Policy History and Review**

This policy was created and became effective prior to the implementation of the uniform policy format which was implemented in 2019. On May 28, 2021, the policy was reviewed and updated by placing it in the uniform policy format. On February 11, 2022, the policy was updated to include language allowing professors to use a curve or similar method of adjusting grades and clarifying the grades that can be awarded in a class that is not designated as a pass/fail course. The policy was updated, on February 24, 2025, to identify the pass/fail courses at the Law Center. The policy is subject to a five-year policy review cycle and shall be reviewed by the Vice Chancellor for Academic Affairs and any changes will be submitted to the faculty for consideration.

## **VIII. Publication of Policy**

This policy is published on the Southern University Law Center website at [www.sulc.edu](http://www.sulc.edu).

## **IX. Policy Approval**

This policy was approved by the faculty on February 24, 2025:

  
\_\_\_\_\_  
Alvin Washington  
Interim Chancellor

February 24, 2025  
Date