

Hi Tina,

As you know, in June 2010, the School of Pharmacy faculty approved a set of professionalism guidelines which are available at the following link: <http://pharmacy.ucsf.edu/pharmd/students/policy/professionalism/>

We are working on completing the implementation of these Guidelines and need EPC input on the final step of this which involved changes to the School of Pharmacy Academic Policies. The professionalism guidelines indicate that students may be referred to the Student Status Committee if the issues are on-going or of a serious nature, and as a result, modifications to the Academic Policies are needed. Specifically, the professionalism guidelines state:

If a student pharmacist receives a **PCR** that is of a serious or concerning nature the Professionalism Liaison may refer the student pharmacist to the Committee on Student Status & Honors for review. Student pharmacists who receive **three or more PCRs or two or more if during IPPEs or APPEs** will be automatically referred to the Committee on Student Status & Honors for a review of the student's academic status. The Committee on Student Status & Honors is charged with implementing School of Pharmacy Academic Policies and making recommendations regarding the status of student pharmacists in the PharmD program including academic probation and dismissal. Recommendations from the Committee on Student Status & Honors are forwarded to the Dean or designee for final action.

Our suggested modifications to the School of Pharmacy Academic Policies are on the attached document in **blue**.

You will also note that there are changes proposed that are highlighted in **red**. These are modifications to the academic policies that were approved by EPC in Spring 2006 but were never voted on by the faculty and as a result, were never implemented. These changes were proposed by Mike Winter; Mike has reviewed the attached document and would like EPC to re-visit and recommend these changes as well.

Please let us know what questions you have.

Thank you,

Don Kishi
Cindy Watchmaker

UCSF School of Pharmacy Academic Policies

Grading System

Instructors are required to assign for all students definite grades based upon work actually accomplished, irrespective of circumstances that may have contributed to the results. Course reports are filed with the Office of Admission and Registrar by instructors at the end of each quarter. Grades are reported as follows: A=excellent, B=good, C=fair, D=barely passing, P=passing(equivalent to C or better), F or NP = not passing, I=incomplete, and IP=in progress. Grade points per unit shall be assigned by the Office of Admission and Registrar as follows: A=4 points, B=3 points, C=2 points, D=1 point, F and Y=zero.

Students receiving a grade of I or Y in any course must complete the course requirements by the time determined by the faculty of record but not later than by the end of the next quarter in which the course is given. A grade of Y is automatically changed to grade F and an I to grade F or NP if the requirements stated above are not met. A petition for extension of time may be submitted, and if approved by the Dean, must be filed with the Office of Admission and Registrar before the end of the above stated terms. Grade I may only be assigned when students' work is of passing quality but is incomplete for good cause. Students may replace this grade **by with** a passing grade and receive unit credit provided they satisfactorily complete the coursework in a way authorized by the instructor. Appropriate grade points will be assigned only if students establish that their work is incomplete for good cause. The grade Y is a non-passing provisional grade that may be raised to grade D if students satisfactorily meet the requirements designated by the instructor. Additional work assignments or reexamination may revise no quarter grade except I or Y. Unless authorized by the Dean, students may repeat only those courses in which they have received a D, F or NP. (Exception for those courses normally offered for repeat credit)

Students may not repeat a course more than once in which they originally received a grade of D, F or NP. When a course is repeated, the units shall be credited toward a degree only once. Students' grade-point averages shall be computed on the total number of units attempted and completed (successfully or unsuccessfully),. At each repetition, students shall receive the grade and corresponding grade points assigned by instructors. Students may drop a given course only **with the consent of the instructor and only once with a non-passing grade; students may only drop an APPE once.**

Disqualification

All students in the School are subject to the following regulations governing probation and dismissal.

Probation

A student shall be placed on probation if, at the close of any quarter, his/her grade-point average is less than 2.0 (a C average) computed on the total of all final letter grades, except P or NP, received in **core¹** courses taken in the School of Pharmacy. If final grades are delayed in transmission to the faculty, disqualification may be postponed for one quarter.

A student may be placed on academic probation for unprofessional behavior as documented in a Professionalism Concerns Report (PCR). A student who receives three or more PCRs, two or more PCRs during IPPEs or APPEs or a PCR of a serious nature or who fails to engage in remediation for documented unprofessional behavior may be placed on probation upon review by the Committee on Student Status & Honors. The student will be required to meet with the Dean or designee in order to define the criteria for remediating the unprofessional behavior.

A student placed on probation is subject to supervision by the faculty of the School of Pharmacy and his/her study list and course of study will be determined by the Associate Dean for Student and Curricular Affairs.

Dismissal

A student shall be subject to dismissal if he/she: (1) fails to maintain a 2.0 cumulative grade point average **in core courses** during three out of four consecutive quarters, or (2) fails to receive a grade equivalent to C or higher in at least six units of **core** courses during any quarter, or (3) receives a total of six or more units of grade F or NP in core courses, (4) has not completed all requirements for the Doctor of Pharmacy degree within five years of the date he/she entered as a first-year student, with the exclusion of mandated leaves of absence or **(5) demonstrates a continued pattern of documented unprofessional behavior² despite attempts at remediation.**

At the discretion of the faculty, a student subject to dismissal may be: (1) permitted to remain in attendance, (2) dismissed with stated provisions for returning, or (3) dismissed. If a grade of NP Y or I in a course required for graduation is not removed within the time limitations described, the student is subject to academic probation or dismissal.

¹ The PharmD curriculum is composed of three types of courses: core, pathway and elective. Core courses are required of all PharmD students, regardless of pathway.

² As described in the UCSF School of Pharmacy Professionalism Guidelines

With respect to professional disqualification, and in accordance with the provisions of the Regulations of the School of Pharmacy, when the behavior of a student is judged by competent authorities using established procedures, to be detrimental to the interests of the University community, or incompatible/inconsistent with the profession of pharmacy that person is subject to dismissal from the School.

Approved by the School of Pharmacy Faculty 6/8/01; proposed modifications 11/30/10