

University Academic Affairs Committee Minutes

February 20, 2020

Committee Members Present: Gonzalo Campus-Dintrans (Chair), Rachel Graefe-Anderson, Shumona Gupta, Jane Huffman (Secretary)

Ex officio Members Present: Rita Dunston, Wes Hillyard, John Morello, Tim O'Donnell

The meeting was called to order at 10:00

Midterm Reports

The committee examined the midterm grading policies to take a position on the Marginal (M) grade, and the proposal for an "I" grade (for insufficient information).

1. The committee voted unanimously in opposition to the assignment of a Marginal (M) grade to students. Faculty members are required per the Faculty Handbook to place a statement in syllabus defining the assignment of a "U" grade at the mid-semester (Section 5.4.6 Course Plans and the Syllabus).
2. The committee voted unanimously in opposition of an "I" grade for insufficient information. The rationale for the vote was that by mid-semester, a faculty member would have multiple ways to assess a student's progress including attendance, participation and assignments.

Per the action of the committee, the following undergraduate catalog language is recommended.

In the middle of each semester, ~~faculty report student progress reports of students are notified by the Office of the Registrar if their performance in a course is reported by faculty to be~~ **satisfactory (S)**, **unsatisfactory (U) or never attended (N)**. Although the report is ~~neither not~~ entered on a student's permanent record ~~nor sent to parents or guardians~~, mid-semester ~~unsatisfactory~~ reports are posted in Banner, and sent to advisors. Because a "U" is a warning that significant improvement is needed, the student should consult instructors, advisors, or the Office of Academic Services, for assistance.

Calendar for Evaluation of Tenured Faculty

The committee was asked to discuss the current policy requiring student course evaluations every semester for all courses.

The committee was in favor of maintaining the current policy. The rationale was that:

- UMW is a teaching institution. The course evaluations provide the necessary data to help us improve our practice.
- Any costs previously associated with the evaluations were significantly reduced when the university moved from paper evaluations to an electronic format.

Full-Semester Withdrawal Policies

Wes Hillyard initiated a discussion of policies for students with multiple withdrawals from a full-semester. There is a need for additional procedures for students planning to re-enroll after withdrawing from consecutive semesters.

A policy proposal will be shared at the March meeting.

The meeting was adjourned at 12:00.



Jane Huffman, Secretary