

Midterm and Progress Report Motions at UAF

MOTION The UAF Faculty Senate passed the following at its Meeting #127 on February 7, 2005:

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The UAF Faculty Senate moves to enhance the Freshmen Progress Reports system to include the following:

- All faculty and instructors teaching 100- and 200-level classes must submit a progress report for all freshmen indicating the grade being earned by the fifth week of the semester.
- All new courses that permit freshmen enrollment must explicitly include the method(s) used to determine freshman mid-semester grades in the syllabus. The freshmen reporting requirement will be evaluated as part of the curriculum review process.

EFFECTIVE: Fall 2005

RATIONALE: Freshmen Progress Reports are a crucial part of our student retention plan. UAF is committed to the success of its students by providing an environment conducive to teaching and learning. The Freshmen Progress Report system (formerly Low Grade Report) was intended to serve as a retention tool to improve students' persistence and promote survival skills. It is based on a model that the faculty will be proactive, supportive and involved in facilitating the academic components of student retention. Faculty awareness of potential student problems constitutes the foundation of this retention program by assisting with the early detection and intervention of students who are doing poorly in class, chronically absent from class (since attendance is an integral part of the learning process), or experiencing other kinds of problems that affect academic performance.

As L. Noel stated in *Increasing Student Retention* (1985), "It is the people who come face-to-face with students on a regular basis who provide the positive growth experiences for students that enable them to identify their goals and talents and learn how to put them to use. The caring attitude of college personnel is viewed as the most potent retention force on a campus (p. 17)."

To augment this important function, incorporating the grading policy and time frame in the syllabus will indicate to students the commitment faculty and instructors have to the success and persistence of UAF students.

MOTION The UAF Faculty Senate passed the following at its Meeting #113 on February 3, 2003:

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The UAF Faculty Senate moves to change the Low Grade Report system for freshmen students to Freshmen Progress Reports, in which all freshman grades would be reported.

EFFECTIVE: Fall 2003

RATIONALE: The eight faculty and other staff members of the Early Warning Program recommended this change as part of an overall effort to provide personal intervention in a more positive assistance approach rather than what might appear as punitive. Specific issues forwarded by this group include:

- All faculty and instructors teaching classes with freshmen enrolled should submit Freshmen Progress Reports for all freshmen, not just for those who are doing poorly
- This switch from Low Grade Reports to Freshmen Progress Reports will assist all freshmen with the transition into college and provide an additional connection between students and faculty
- To make the process expedient, timely, and user-friendly, Freshmen Progress Reports should be available for faculty and instructors to submit electronically
- Students should be able to access their individual progress report electronically, as well as continued mailings to students at their current local address
- Freshmen Progress Reports need to be formatted in a clear and concise manner to eliminate extraneous information.
- The report will be provided to students at all UAF campuses.

MOTION The UAF Faculty Senate passed the following at its Meeting #77 on February 9, 1998:

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The UAF Faculty Senate moves to modify the date of Freshman Low Grade notification to the 6th Friday following the first day of classes.

EFFECTIVE: Fall 1998

RATIONALE: The present policy, which provides for reporting of low grades at the end of the 4th week of classes, was set to coincide with the last day to withdraw. At that time, the deadline for freshman withdrawals was the end of the 6th week of classes. In an action during the 1996-97 academic year, however, the senate changed the withdrawal deadline to the 9th Friday after classes begin, without changing the date for freshman low grade notification.

MOTION PASSED The UAF Faculty Senate passed the following at its Meeting #59, passed on Nov. 13, 1995.

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The UAF Faculty Senate moves to modify the deadline schedules for add/drop, withdrawal, credit/audit, and freshman low grade reports as indicated below:

[[]] = deletion CAPS = addition

1. Change Last Day to Add from [[End of 1st week of instruction]] to: SECOND FRIDAY AFTER 1ST DAY OF INSTRUCTION.
2. Change Late Add from [[Until the 4th Friday after classes begin]] to: 4TH FRIDAY AFTER 1ST DAY OF INSTRUCTION.
3. Change Drop from [[Until the end of the 2nd week of Instruction]] to: 3RD FRIDAY AFTER 1ST DAY OF INSTRUCTION.

FULL

4. **Change Freshman Low Grade Reports from [[4th week of classes]] to: THE WEDNESDAY OF THE FOURTH WEEK AFTER THE 1ST DAY OF INSTRUCTION.**
5. Change Withdrawal for Freshman and Non-degree Students from [[Until the 6th Friday after classes begin]] to: 6TH FRIDAY AFTER 1ST DAY OF INSTRUCTION.
6. Change Withdrawal (for all other students) from [[Until the 4th Friday after classes begin]] to: 4TH FRIDAY AFTER 1ST DAY OF INSTRUCTION.
7. Change Faculty Initiated Withdrawal from [[Prior to the 4th Friday of classes]] to: 4TH FRIDAY AFTER 1ST DAY OF INSTRUCTION.
8. Change Change from Credit to Audit from [[Subsequent to the 3rd Friday after Instruction begins]] to: FOLLOWING 3RD FRIDAY AFTER 1ST DAY OF INSTRUCTION.
9. Change Change from Credit to Audit After 3rd Friday of Class (freshmen and non-degree students) from [[Same deadlines as Withdrawal but instructor's signature required]] to: UNTIL THE 6TH FRIDAY AFTER 1ST DAY OF INSTRUCTION.
10. Change Change from Credit to Audit After 3rd Friday of Class (all others) from [[Same deadlines as Withdrawal but instructor's signature required]] to: 4TH FRIDAY AFTER 1ST DAY OF INSTRUCTION.

Late withdrawal and late total withdrawal remain the same as printed (Until the Last Day of Instruction).

MOTION PASSED The UAF Faculty Senate passed the following at its' Meeting #48 on March 21, 1994:

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The UAF Faculty Senate moves to amend its policy (approved at the Academic Council meeting #103 on November 7, 1984) concerning mid-term grade reports required for freshmen with a grade of less than a C so that these grades shall be due during the fourth week of classes.

For the 1994-95 academic year mid-term grade reports for freshmen will be due:

September 27th for the Fall 1994 Semester

February 7th for the Spring 1995 Semester

NOTE: Many of these students will need assistance in evaluating their academic progress. It is therefore suggested that instructors provide as much information as possible concerning course expectations. Aside from meaningful course syllabi, which include grading standards, instructors should provide students with as many of the following as practicable: graded exercises or quizzes within the four week period; posting sample graded problem sets, exams, and/or papers from previous years; and publishing grade distributions from previous years.

EFFECTIVE: Fall 1994

RATIONALE: The change in withdrawal dates has necessitated the need for freshmen to know how they are doing in their classes at an earlier date. The last day to withdraw from a class for freshmen is the sixth Friday of classes. Receiving a grade report by the fourth week will give students time to consider dropping these.

MOTION (unanimous) The Faculty Senate passed the following at its Meeting #4 on April 22, 1988:

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Midterm grade reporting will be optional for each campus.

EFFECTIVE: Fall 1988

RATIONALE: To establish a uniform UAF policy.