

D-term of the Academic Year 2019/2020 SUPPLEMENT

Worcester Polytechnic Institute Faculty Handbook COVID-related temporary motions 2020 SUPPLEMENT

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May 21th, 2020

Tanja Dominko, Secretary of the Faculty

**Worcester Polytechnic Institute
Faculty Handbook
COVID-related temporary motions**

1. Approved by WPI Faculty on March 19th, 2020

Date: March 19, 2020

To: WPI Faculty

From: Committee on Governance (Prof. Gaudette, Chair)

Re: Motion to allow remote voting in emergency settings only

Motion: The Committee on Governance (COG) recommends and I move that synchronous remote voting be allowed at Faculty Meetings until the start of AY2021.

Rationale: Given the current situation around COVID 19, it is important to eliminate or minimize faculty presence on campus. However, today's technology allows for "remote" meetings. This technology can be used to conduct Faculty meetings, including Faculty votes. This motion will allow for Faculty meeting operations to continue during this emergency situation. Synchronous remote voting will expire at the start of next academic year, although Faculty can consider a separate motion to extend at a later time.

2. Approved by WPI Faculty on March 19th, 2020

Date: March 19, 2020

To: WPI Faculty

From: Committee on Governance (Prof. Gaudette, Chair)

Re: Motion to allow elected faculty governance committee members to vote on critical issues if a meeting of entire faculty cannot be called

Motion: The Committee on Governance (COG) recommends and I move that if a Faculty meeting cannot be convened in a timely manner for any reason, **all the elected members of Faculty governance committees** will have the power to vote on critical issues until the start of AY2021 and a quorum of at least 25% would need to be present. Any such vote would be revisited by the Faculty at the earliest possible convenience.

Rationale: In the current crisis, emergency situations may arise where Faculty approval is urgently needed. In emergency cases where waiting for the next scheduled Faculty meeting is not soon enough for a decision, a vote by a majority of elected Faculty governance members can serve as an interim decision of the Faculty. This group is large enough to represent the campus while also being small enough to quickly convene.

3. Approved by WPI Faculty on March 27th, 2020

Date: March 27, 2020

To: The WPI Faculty

From: Committee on Governance (Prof. Gaudette, Chair) & Committee on Academic Policy (Prof. Heineman, Chair)

Re: Motion to provide students with the option to receive Pass/NR grades for undergraduate courses during D-term 2020

Motion: The Committee on Governance (COG) and the Committee on Academic Policy (CAP) recommends and I move to give undergraduate students the option to receive a Pass/NR grade for any course taken in D-term 2020, as described below.

Description of the proposed modifications:

This motion ONLY applies to undergraduate students completing a course in D-term 2020.

1. Students will have the option until Thursday May 21st 5:00 EDT to request that their grade for an individual course would be either P (Pass) or NR. This means grades of A/B/C would become P. Courses assigned a P grade will count towards degree requirements.
2. The current “Grade/Change” process/paperwork shall disallow any attempt to have a faculty member change for D-term 2020 an existing grade to a P or to change a P grade to an A/B/C grade.

Rationale:

All courses during D-term 2020 are offered in distance learning format as a result of the COVID-19 pandemic. While all faculty members are committed to offering high quality remote courses, most have not received the extensive training usually associated with offering remote courses. Students, however, did not choose to take their courses remotely. Most have been displaced from their WPI residence (whether on or off campus), and most will not have the same learning environment they have grown accustomed to at WPI. Furthermore, as the COVID-19 pandemic continues, students are more likely to become sick or have family members or friends stricken with this disease. In consideration of these changes, students should be provided with options allowing them to continue to learn without having to worry about their grade.

Other colleges around the country are devising different strategies to address the concerns of students forced into an academic class conducted using online course delivery.

- Smith College is adopting a Satisfactory/Unsatisfactory (S/U) system where grades are recorded by faculty as before, but students can request letter grades for professional programs, employment or graduate studies. These grades will not affect GPA.
- Duke University is transitioning all spring 2020 courses to S/U grades though undergraduates could apply to the registrar to receive letter grades. Students can indicate by April 22nd whether they would prefer to receive an actual letter grade.

Grades S and U are not factored into GPA. An S grade is assigned for C- grades or higher. Dean's list is being suspended.

- MIT has shifted to "alternate grades" or PE/NE/IE where PE reflects a grade of an A/B/C where an NE grade indicates which will not appear on an external transcript and IE refers to Incomplete due to disruption.
- At CMU, all faculty will submit their course grades (A-R) to the registrar's office. Students will have 7 days after the date on which final grades are posted to choose to move courses to pass/no-pass grading. In recognition that each course's learning experience will be different, there is no limit on the number of courses students can convert to pass/no-pass grading. Students can make the decision on a course-by-course basis.
- Lehman College (CUNY) will allow students 20 days after they receive their spring term grades to decide if they want to convert the letter grades they earn in their classes to credit/no credit (CR/NC) grading. CUNY will supply students with pertinent information about the impact of CR/NC on their financial aid and academic progress.

We have tried to craft a student-centered policy that adopts the following principles

- The student has the right to choose whether to be graded as "Pass/NR" or "A/B/C/NR" for any undergraduate course
- Faculty will continue to grade undergraduate students using A/B/C/NR grading scale.
- The P grade has no known numeric equivalence. It means the student received at least a C grade.

Students that elect the Pass/NR option cannot receive an Incomplete grade.

The registrar's office will set up a system for students to record their intentions and will announce to the campus when the system is ready to be used. This motion ONLY applies to undergraduate students completing a course in D-term 2020.

4. Adopted by WPI Faculty on April 16th, 2020

Date: April 16, 2020

To: The WPI Faculty

From: Committee on Tenure and Academic Freedom (Prof. Deskins, Chair)

Re: Motion to stop the Tenure Clock for Tenure-Track Faculty due to the COVID-19 pandemic

Motion:

The Committee on Tenure and Academic Freedom recommends and I move that current Tenure-Track Faculty have their probationary period extended by one year due to hardships associated with COVID-19, with the right to opt out of this provision.

Description of the proposed motion:

Current Tenure-Track Faculty (those starting AY19/20 or earlier) will be given an additional year to their Tenure Clock, similar to what is currently allowed for a new child or unpaid leaves. Faculty who do not wish to stop their Tenure Clock must provide written notification to the Provost, the appropriate Dean and Department head by the end of D term 2021 (May 4, 2021). Those faculty who would submit their tenure case this year may request not to stop their Tenure Clock by submitting written notification by the end of D term 2020 (May 13, 2020).

Rationale:

The COVID-19 pandemic has disrupted scholarship, teaching, and many faculty activities. Tenure-Track Faculty have had research efforts come to a halt, and many faculty are teaching in unfamiliar online environments. Faculty have not been able to put forth their best efforts due to current stresses. After the COVID-19 pandemic ends, faculty will require time to rebuild research programs and adjust to new norms. The current motion will allow Tenure-Track Faculty time to better prepare their tenure cases. Many universities have adopted similar practices, in that they allow Tenure-Track Faculty the opportunity to stop their tenure clocks for one year. Indeed the AAUP recommends that Tenure-Track Faculty members be given the option to stop the Tenure Clock due to COVID-19 disruptions (<https://www.aaup.org/news/aft-and-aaup-principles-higher-education-response-covid-19#.Xn89LpNJFhE>).

The Faculty Handbook allows Tenure-Track Faculty to stop the Tenure Clock under two circumstances: (1) the New Child Provision and (2) Unpaid Leaves and Part-Time Employment. The current unprecedented situation does not fit either of these two circumstances, and faculty are currently unable to stop their Tenure Clock due to COVID-19 hardships. This motion will provide a one-time opportunity for Tenure-Track Faculty to stop their tenure clock, should they wish to do so.

5. Adopted by WPI Faculty on April 16th, 2020

Date: April 16, 2020

To: WPI Faculty

From: Committee on Academic Policy (Prof. Heineman, Chair) and Committee on Graduate Studies & Research (Prof. Fischer, Chair)

Re: Motion to adjust process for online course reports of undergraduate and graduate classes for D-2020 term, and graduate classes for the Spring 2020 semester.

Motion: The Committee on Academic Policy and the Committee on Graduate Studies & Research recommend and I move to change the policy regarding the automatic sharing of the results of online course reports of undergraduate and graduate classes for D-2020 term, and graduate classes for the Spring 2020 semester with the WPI community and administration.

Due to the unprecedented situation from the potential health risks of Coronavirus, all undergraduate and graduate courses for D-term 2020 have been forced to be taught online. With very little preparation and training, WPI instructors have adjusted all course delivery to be remote. CAP and CGSR are concerned about the impact this rapid online conversion will have on the course reports collected at the end of this term. These student course reports are used by department heads, the Provost's office, and tenure and promotion committees as one element in the evaluation of teaching.

CAP and CGSR recommend that the course report surveys be distributed to students to collect data using the current online system but the results of these surveys be returned to the instructor only; this applies to tenured and tenure-track faculty, non-tenured faculty and adjunct faculty. Instructors will not be required to submit their course report results for any administrative purpose, such as tenure/promotion or annual reviews.

Rationale

The WPI faculty handbook mentions course reports as being used for two purposes:

- to evaluate course instruction (i.e., “course evaluation”)
- as a means for evaluating instructors (i.e., “personnel evaluation”)

The relevant sections of the faculty handbook include:

1. Criteria for Tenure (Page 2-2)
2. Evaluation for continuing non-tenure track faculty (Page 2-86/87)
3. Promotion for continuing non-tenure track faculty (Page 2-86/87)
4. Criteria for promotion to Associate/Full Teaching Professor (Page 2-89)

WPI – like many other colleges and universities around the country – is embarking on an unprecedented experiment in delivering remotely, for the rest of this academic year, all remaining academic undergraduate and graduate courses, including projects, practicums and inquiry seminars. During this time, CAP and CGSR appreciate that some faculty do not believe it would be worthwhile to collect course reports.

In the current situation, this D-term poses an incredible challenge to our faculty, many of whom have never taught an online course before. The focus should be to deliver class content as best as

we are able, and no faculty member should be penalized (even in an unintended way) by course report results. While faculty are expected to continue to do their best in teaching their courses, we feel that it is important to let the instructor decide whether to share their course reports. There is precedent for adjusting the visibility of the student course reports. In May of 2003, CAP brought a motion to the faculty for a two-year pilot program for IDEA Student ratings of instruction. During this pilot program, IDEA Report results were returned to the instructor only and faculty were not required to submit results during the pilot for administrative purposes such as tenure/promotion or annual reviews.

There are some other alternatives to the current proposal, but none of them offer the same assurances.

- Allow faculty members to OPT-OUT of course reports for their affected courses – We feel this option might penalize those faculty members who choose to opt out.
- Give faculty members a chance to OPT-IN for their courses – Again, this option appears to penalize those faculty members who choose to opt out.
- Eliminate all course reports entirely for affected courses – We felt that many faculty members might be interested in receiving feedback from students on this remote course delivery option.

Implementation Plan

The course report system would continue as planned for D-term 2020, which would include all undergraduate and graduate courses. The results of these course reports will be delivered via email (in a PDF form, as is usual) to the instructor only.

The results will not be made available to the WPI community using the <http://oscar.wpi.edu> Online Student Course Report system.

The Dean of Undergraduate Studies typically prepares a report for Department Heads, Deans, and the Provost using course report data; however, for this D-term, these reports will not be created or shared with administration.

Instructors retain the right to use the data from their courses and may include this information in annual reports or the development of their dossiers for promotion or tenure.

6. Adopted by WPI Faculty on April 16th, 2020

Date: April 16, 2020

To: The WPI Faculty

From: Committee on Governance (Prof. Gaudette, Chair) & Committee on Graduate Studies and Research (Prof. Fischer, Chair)

Re: Motion to provide students with the option to receive Pass/NC grades for graduate courses during D-term 2020

Motion: The Committee on Governance (COG) and the Committee on Graduate Studies and Research (CGSR) recommend and I move to give graduate students the option to receive a Pass/NC grade for any course taken in D-term 2020, as described below.

Description of the proposed modifications:

This motion ONLY applies to graduate students completing a course in D-term 2020 (including term-long courses in D-term and semester-long courses in the Spring semester).

1. Students will have the option until Thursday May 21st 5:00 EDT to request that their grade for an individual course would be either P (Pass) or NC (No Credit). This means grades of A/B/C would become P. Courses assigned a P grade will count towards degree requirements, unless specifically prohibited by individual program requirements.
2. The current “Grade/Change” process/paperwork shall disallow any attempt to have a faculty member change for D-term or Spring Semester of 2020 an existing grade to a P or to change a P grade to an A/B/C grade.
3. Amnesty will be granted to graduate students on Academic Warning or Academic Probation, meaning that the “one semester of course work to raise their cumulative overall GPA” will be extended an additional semester.

Rationale:

All courses during D-term 2020 are offered in distance learning format as a result of the COVID-19 pandemic. While all faculty members are committed to offering high quality remote courses, most have not received the extensive training usually associated with offering remote courses. Students, however, did not choose to take their courses remotely. Most have been displaced from their WPI residence (whether on or off campus), and most will not have the same learning environment they have grown accustomed to at WPI. Furthermore, as the COVID-19 pandemic continues, students are more likely to become sick or have family members or friends stricken with this disease. In consideration of these changes, students should be provided with options allowing them to continue to learn without having to worry about their grade.

WPI has already approved a similar motion for undergraduate students. Other colleges around the country are devising different strategies to address the concerns of students forced into an academic class conducted using online course delivery, as detailed in the motion to establish P/NR grading for undergraduates.

We have tried to craft a student-centered policy that adopts the following principles:

- The student has the right to choose whether to be graded as “Pass/NC” or “A/B/C/D/F” for any graduate course.

- Faculty will continue to grade graduate students using A/B/C/D/F grading scale. Faculty may still use the “I” grade as always for incomplete if the student and faculty member so choose to complete the work for credit at a later date on the A/B/C/D/F scale noting that the grade will automatically become an F if not completed within one year (and not be able to be changed to Pass/NC after the deadline of May 21st 2020).
- The P grade has no numeric equivalence. It means the student received at least a C grade. The student will receive credit, but the grade will not be counted in GPA calculations.
- A grade of NC was chosen rather than F given the unprecedented challenges potentially faced by our students. While an NC grade is not currently used for graduate courses, the grade already exists in the graduate catalog (listed as an option for thesis work) and therefore would be extended to coursework as part of this motion. The NC grade will appear on the transcript, but will not count as earned credit, and will not count in the GPA.
- Amnesty for those on Academic Warning or Academic Probation is important because our most at-risk students would otherwise be precluded from taking advantage of this option since a Pass does not count towards the GPA, and thus would not be able to help elevate their GPA to get out of the Warning or Probation state.

Students that elect the Pass/NC option cannot receive an Incomplete grade, and the grade may not be changed at a later time to a traditional A/B/C/D/F.

Students that elect to continue with a letter grade may still receive an Incomplete grade at the discretion of the instructor, provided a realistic plan to complete the course is developed. If an Incomplete grade is assigned by the instructor, the student will have 12 months to complete the course requirements, as is the current policy.

There are potentially significant implications for students to elect to take a course Pass/NC. Students choosing to be graded as Pass/NC are responsible for understanding the implications of a non-letter grade on meeting graduate program requirements and other potential implications. These implications may include, but are not limited to: fellowship requirements, teaching assistantship or research assistantship eligibility, employer tuition benefits, VISA requirements, GPA calculations, academic standing considerations, and financial aid.

The registrar’s office will set up a system for students to record their intentions and will announce to the campus when the system is ready to be used. This motion ONLY applies to graduate students completing a course in D-term 2020.

7. Adopted by WPI Faculty on May 7th, 2020

Date: May 7, 2020

To: The WPI Faculty

From: Committee on Governance (Prof Gaudette, Chair)

Re: Extension of Academic Year (AY) during COVID19 crisis

Motion: The Committee on Governance recommends, and I move that WPI faculty complete D term 2020 after their 9 month appointment for AY2020 by extending the AY2020 from May 14 to May 23, 2020. AY2021 will start on August 24, 2020, and ends on May 15, 2021.

Rationale

The Faculty Handbook states in the Summer Supplementary Salary section (Part 2.3.D): Payment for teaching and research activities must be received as salary. The COVID crisis forced the delayed start and end of D term, 2020. The normal 9 month faculty appointments are scheduled to terminate approximately 10 days after the last day of classes, this year on May 14, 2020. With the new end date of classes set for May 13, 2020, faculty will be expected to complete their end of the year responsibilities on May 23, 2020. Thus, COG recommends faculty extend their 9 month appointments until May 23, 2020, with next year's 9 month appointments beginning on August 24, 2020. This change in dates will still allow faculty 3 summer months to conduct their normal activities, while not adding any additional cost on the university.

8. Adopted by WPI Faculty on May 7th, 2020

Date: May 7, 2020
To: The WPI Faculty
From: Committee on Governance (Prof Gaudette, Chair)
Re: Suspension of Faculty governance committee elections

Motion: The Committee on Governance recommends, and I move that Faculty governance committee elections, with the exception of the already completed COG, COAP and CTAF elections, be temporarily suspended until A term of 2020. Elected governance committee membership from AY2020 will remain through the end of A term 2020.

Rationale

The global pandemic has created many challenges in our ability to conduct faculty governance and carry out the mission of WPI. It will be difficult to conduct elections for faculty governance committees in our normal mode of operations. Therefore, we are proposing to extend the current term of elected faculty members on all faculty governance committee except COG, COAP and CTAF (these elections were concluded prior to the campus closure as they are conducted by the Secretary of the Faculty and are conducted prior to other faculty governance committee elections).

9. Adopted by WPI Faculty on May 7th, 2020

Date: May 7, 2020
To: The WPI Faculty
From: Committee on Governance (Prof. Gaudette) & Committee on Academic Policy (Prof. Heineman, Chair)
Re: Motion for students whose PQP/IQP/MQP or HUA Practicum/Inquiry Seminar were affected by the pandemic during D-term 2020

Motion: The Committee on Governance and the Committee on Academic Policy recommends and I move to give undergraduate students the option to be assigned a Pass/NR grade for project work completed in D-term 2020 as described below.

Description of the proposed modifications:

This motion ONLY applies to undergraduate students registered for PQP, IQP or MQP credits or HU 3900 or HU 3910 during D-term 2020. There are two parts to this proposal: (a) Giving students the option to request a P/NR grade for D-term project PQP/IQP/MQP credits; (b) Giving students the option on the Completion of Degree Requirement (CDR) form to request a P/NR grade for the final IQP or MQP project grade or the Humanities & Arts Degree Requirement.

Student option to request P/NR grade for PQP/IQP/MQP credits

1. Students will have the option until Thursday May 21st 5:00 EDT to request that their term grade for a PQP would be either P (Pass) or NR. This means grades of A/B/C would become P. Receiving a P grade for a PQP will count towards degree requirements.
2. Students have the option until Thursday May 21st 5:00 EDT to request that their term grade for their IQP/MQP credits would be either P (Pass) or NR. This means grades of A/B/C would become P. Receiving a P grade for these IQP/MQP credits will count towards degree requirements.
3. Once a student elects the P grade option for a term grade for IQP/MQP credits, it cannot be changed by the assignment of the CDR project grade.

Student option to request P/NR grade for final IQP or MQP project grade

Students completing an IQP or MQP project this term will have an updated CDR form to allow them to select a P final project grade (as a replacement for a B or a C grade). The P grade will count towards degree requirements. The actual wording to appear on the CDR is as follows:

P Grade Option: If my final project grade is the following (check all that apply), then I request a P grade.

B C

(Sign) _____

Any student completing an IQP/MQP in D-term 2020 who intends to graduate in May must complete the CDR form by Monday May 18th 5:00 EDT.

Any student completing an IQP/MQP in D-term 2020 who is NOT graduating in May must complete the CDR form by Monday June 8th 5:00 EDT.

Student option to request P/NR grade for Humanities & Arts Degree Requirement

Students completing their Humanities & Arts degree requirement can select an overall P grade (as a replacement for a B or a C grade). The P grade will count towards degree requirements. Because the CDR form is submitted online, students will have to contact the Registrar to declare their intent to select a P grade.

Any student completing the Humanities & Arts Degree Requirement in D-term 2020 who intends to graduate in May must complete the CDR form by Monday May 18th 5:00 EDT.

Any student completing the Humanities & Arts Degree Requirement in D-term 2020 who is NOT graduating in May must complete the CDR form by Monday June 8th 5:00 EDT.

Rationale:

All courses and projects during D-term 2020 are offered in distance learning format as a result of the COVID-19 pandemic. While all faculty members are committed to offering high quality remote courses, most have not received the extensive training usually associated with offering remote courses. Students, however, did not choose to take their courses remotely. Most have been displaced from their WPI residence (whether on or off campus), and most will not have the same learning environment they have grown accustomed to at WPI. Furthermore, as the COVID-19 pandemic continues, students are more likely to become sick or have family members or friends stricken with this disease. In consideration of these changes, students should be provided with options allowing them to continue to learn without having to worry about their grade. The WPI Faculty recently approved a motion to allow students to request a P/NR grade for an undergraduate class completing in D term, because of the forced online delivery of all academic credits. This motion tries to apply the same principle to project credits completed in D term, and there are some complications that need to be addressed.

This motion **ONLY** applies to undergraduate students registered for PQP, IQP or MQP credits during D-term 2020 or students completing a HU 3900 Inquiry Seminar or HU 3910 Practicum. Faculty will continue to grade undergraduate students using A/B/C/NR grading scale. For projects, a **term grade** is assigned for the project work for each term of registration and a **CDR grade** is assigned to the overall project at completion. One student on a project team might choose to have a term grade for a project recorded as P/NR for D-term 2020, while another student on the same project might not choose that option.

Each student completes a CDR when completing a project, and each student will be given the right to request a P grade for the final project grade, instead of a B or a C grade that might be earned. Again, one student might request to receive a P grade for a project, while another student on the same project might not choose that option.

There is an electronic CDR process for the Humanities & Arts Degree Requirement, which might not be able to be updated given the time constraints. If it can be updated, then the student will be presented with the same two options given to IQP and MQP students (i.e., “If my final project grade is the following (check all that apply), then I request a P grade”). If the existing system cannot be modified, then the students will have to contact the Registrar separately and appropriate information will be sent to students completing their Humanities & Arts Degree Requirement this term.

Note that students who elect to have a project grade of P will not be eligible to receive a graduation honor of **High Distinction** upon completing their undergraduate degree, since that designation requires an A grade on all project work. However, it is still possible for students to receive the **Graduation with Distinction** honor because they would only need a grade of A on two of the three projects (MQP, IQP and Humanities & Arts Degree Requirement) in addition to their courses.

10. Adopted by WPI Faculty on May 21st, 2020

Date: May 21, 2020

To: WPI Faculty

From: Committee on Governance (Prof. Gaudette, Chair) & Committee on Academic Policy (Prof. Heineman, Chair)

Re: Motion to provide students with the option to receive Pass/NR grades for undergraduate courses during Summer term 2020

Motion: The Committee on Governance and the Committee on Academic Policy recommend and I move to give undergraduate students the option to receive a Pass/NR grade for any course taken in Summer 2020, as described below.

Description of the proposed modifications:

This motion ONLY applies to undergraduate students completing a course in Summer 2020 (which includes E1 and E2 terms)

1. Students will have the option until Friday, July 17th 5:00 EDT to request that their grade for an individual course in E1 term would be either P (Pass) or NR. This means grades of A/B/C would become P. Courses assigned a P grade will count towards degree requirements.
2. Students will have the option until Friday, August 21st 5:00 EDT to request that their grade for an individual course in E2 term would be either P (Pass) or NR. This means grades of A/B/C would become P. Courses assigned a P grade will count towards degree requirements.
3. The current "Grade/Change" process/paperwork shall disallow any attempt to have a faculty member change for Summer 2020 an existing grade to a P or to change a P grade to an A/B/C grade.

Rationale:

As a result of the ongoing COVID-19 pandemic, any on-campus courses during the summer are converted to remote delivery. The March 26 joint COG/CAP motion introduced the P grade for D term 2020. This current motion seeks to extend this grading option for undergraduate students taking summer courses as well. The registrar's office will provide a system for students to record their intentions and will announce to the campus when the system is ready to be used. This motion ONLY applies to undergraduate students completing a course in Summer 2020, which includes terms E1 (May 26th through June 9th) and E2 (July 13th through August 14th). 23

11. Adopted by WPI Faculty on May 21st, 2020

Date: May 21, 2020

To: The WPI Faculty

From: Committee on Governance (Prof. Gaudette, Chair) & Committee on Graduate Studies and Research (Prof. Fischer, Chair)

Re: Motion to provide students with the option to receive Pass/NC grades for graduate courses during summer term 2020

Motion: The Committee on Governance (COG) and the Committee on Graduate Studies and Research (CGSR) recommends and I move to give graduate students the option to receive a Pass/NC grade for any course taken in summer 2020, as described below.

Description of the proposed modifications:

This motion ONLY applies to graduate students completing a course in summer term 2020 (which includes E1 and E2 terms).

1. Students will have the option until Friday July 17th 5:00 EDT to request that their grade for an individual course in E1 term would be either P (Pass) or NC (No Credit). This means grades of A/B/C would become P. Courses assigned a P grade will count towards degree requirements, unless specifically prohibited by individual program requirements.
2. Students will have the option until Friday August 21st 5:00 EDT to request that their grade for an individual course in E2 term would be either P (Pass) or NC (No Credit). This means grades of A/B/C would become P. Courses assigned a P grade will count towards degree requirements, unless specifically prohibited by individual program requirements.
3. The current “Grade/Change” process/paperwork shall disallow any attempt to have a faculty member change for summer term 2020 an existing grade to a P or to change a P grade to an A/B/C grade.
4. Amnesty will be granted to graduate students on Academic Warning or Academic Probation, meaning that the “one semester of course work to raise their cumulative overall GPA” will be extended an additional semester.

Rationale:

As a result of the ongoing COVID-19 pandemic, any on-campus courses during the summer are converted to remote delivery. The April 3 joint COG/CGSR motion introduced the P grade for D term 2020. This current motion seeks to extend this grading option for graduate students taking summer courses as well.

The registrar’s office will provide a system for students to record their intentions and will announce to the campus when the system is ready to be used. This motion ONLY applies to graduate students completing a course in Summer 2020, which includes terms E1 (May 26th through June 9th) and E2 (July 13th through August 14th). A similar motion is being made for undergraduate students. Students that elect to continue with a letter grade may still receive an Incomplete grade at the discretion of the instructor, provided a realistic plan to complete the course is developed. If an Incomplete grade is assigned by the instructor, the student will have 12 months to complete the course requirements, as is the current policy. 24

There are potentially significant implications for students to elect to take a course Pass/NC. Students choosing to be graded as Pass/NC are responsible for understanding the implications of a non-letter grade on meeting graduate program requirements and other potential implications. These implications may include, but are not limited to: fellowship requirements, teaching assistantship or research assistantship eligibility, employer tuition benefits, VISA requirements, GPA calculations, academic standing considerations, and financial aid.