



University Senate Presentation
Associate Dean and Department Head Meeting
Tuesday, October 29, 2019

Veronica Makowsky, Chair, Senate Executive Committee


Proposed Senate By-Law Change

Appeals of Assigned Course Grades: Senate By-Laws

Justification

The existing grade appeal policy was brought to the attention of the SSC by an inquiry concerning what might happen if an appeal of assigned course grade extended into the summer when some of the relevant parties might be unavailable. The SSC decided to review the entire policy and make some revisions and clarifications. The SSC consulted with the Academic Affairs Committee of the Student Government.

The most significant change will be to reduce the initial grade appeal deadline from six months to ten days to facilitate grade reviews in a timely manner. This is of particular importance to students who need a grade for continuation of financial aid, for continued status as a student, and for application to jobs and/or internships. In this era of rapid electronic communication, six months seems an unnecessary delay.



The clarifications include:

- Pointing students to section E.7 so that students understand the accepted criteria for grade changes – a computational error, clerical error, and the discovery of overlooked components in a student’s body of work.
- Greater specificity at each level of the process.
- Provisions for contingencies on the part of those involved that might delay the process.
- Clarification of the process at the level of the Faculty Grade Change Review Committee (FGCRC) at each school or college, particularly that, in pressing circumstances, the Deans/Dean’s Designee may appoint an ad hoc review committee if the FGCRC is unavailable, e.g., summer recess.

Major Changes

- Changing the timeline for student appeals from 6 months to 10 working days
- Charging each college to establish and staff a Faculty Grade Change Review Committee (FGCRC) with three full-time faculty.
- All steps in the process must be documented in writing.
- A student has 10 working days instead of 30 days to appeal to the department head after a faculty's decision denying a grade change.
- Providing the dean or the dean's designee of the school or college in which the class is offered, an administrative review of the merits of the student's grade appeal before sending the case to the FGCRC.
- If due to an exigency, the dean or the dean's designee of the school or college in which the class is offered may convene an ad hoc FGCRC of three full-time faculty to hear the appeal.
- Outlining a procedure for grade appeal in UNIV and INTD classes.
- Requiring the student and instructor to be present at the appeal, or via electronic communications.

Defining and Renumbering Research and Experiential Courses

Approved by University Senate on October 9th, 2019. Forwarded to Registrar's Office for implementation.

Background

A variety of course titles and numbers are used for experiential learning experiences of various types. However, these courses are not approved for all departments, they are not used consistently across campus, and there are no shared definitions across disciplines.

The rationale for creating common definitions for these types of courses across all schools and colleges is threefold:

1. To provide clear information to students about the type of learning and skills that will be developed in these courses,
2. To ensure that faculty teaching these courses or supervising these experiences are receiving credit for participating in these forms of engaged learning, and
3. To facilitate the university's ability to more accurately report on and assess the number of students and faculty engaging in these high-impact practices.

Course type	Number	Definition
Field study/Field experience	xx90	Credit awarded for applied academic work done in the field and supervised by a faculty member as a component of a student's academic program.
Internship	xx91	Credit awarded for professional work done in the field, supervised by an external expert and coordinated by a faculty member, which may or may not be part of a student's academic program.
Practicum	xx92	Credit awarded for work done where the primary purpose is to apply information from coursework in a practical setting and aid a student's professional development (may be used for licensure programs).
Undergraduate Research	1x96	Introduction to Research Introduction to the practice of research for beginning students, which may be individualized or taught to a group.
Undergraduate Research	2x96	Directed Research 1 Introductory research conducted under the supervision of the instructor, which may be individualized or conducted by a group.
Undergraduate Research	3x96	Directed Research 2 Individualized research conducted under the supervision of the instructor.
Undergraduate Research	4x96	Independent Research Student-initiated research activities supervised by the instructor.
Thesis	xx97	Credits earned by students for engaging in the process and production of a thesis.
Independent Study	xx99	Credits earned by pursuing individual academic interests under the supervision of a faculty instructor.

Note: S/U versions of these courses may be offered by substituting an 8 for a 9 in the third digit (e.g., Independent Study xx89 [S/U] instead of xx99 [graded]).



Links to submit a request and to review existing requests are now available on the Registrar's website:

<https://changecatalog.uconn.edu/experiential-course-form/>