

John Carroll University Educational Policy Proposal

Date: Fall 2018

Authors/Sponsors: University Committee on Educational Policies

Policy Name: Mid-term Grades

Time Sensitivity: Immediate action

- **Current University Policy**

Mid-term grades are given to first-year students, transfer students, and those on academic probation, for all courses in which they are enrolled, but only grades of C- or lower are reported for other students at midterm. None of these grades become part of the permanent record.

- **Revised University Policy**

Mid-term grades are given to all undergraduate students at the midpoint of the fall and spring semesters. Midterm grades provide students with timely feedback on their academic progress, allowing for meaningful advising conversations, earlier academic intervention, informed decision-making on possible withdrawal, and encouragement to those performing well. These grades are not part of the permanent record and will not be used to determine enrollment status or eligibility for athletics or financial aid.

- **Rationale and Discussion**

The revised Mid-term grading policy aligns with Banner 9 grading functionality, which allows for the reporting of all or no Mid-term grades. ITS cannot create another customized form in Banner 9 (as it had previously done in Banner 8) to accommodate our current Mid-term grading policy, and Ellucian (Banner's parent company) has no plans to offer the customized option. As such, it is an opportune time to update the Mid-term grading policy and determine how it might help in our retention efforts.

For Midterm grading, an instructor will not be able to enter S/A for a course using the regular A-F grading scale. As is the case currently,

Midterm grade options are established when a course is initially built (scheduled) in the system. In addition, the assignment of “NG” or No Grade will not be an option.

The revised Mid-term grading policy provides a purpose statement for the provision of mid-semester grades, underscoring the multiple benefits of providing timely feedback on students’ academic progress. The Committee asserts that all students benefit from formative assessment—as guidance to make informed decisions, engage in constructive change, or maintain positive momentum. Having more information available to students, instructors, advisors, and student support services will further support the University’s efforts for retention and student thriving. Advisors will continue to have access to their advisees’ Mid-term grades in Banner Web. The current Early Alert system could be suspended in light of Mid-term grading expectations, in consultation with appropriate parties. The Committee engaged in environmental scanning in this policy review.

- **Implementation Timeline, Budget, and Recommendations**

Once approved, the policy would go into effect Spring 2019. There are no budget implications. The Registrar’s Office will notify instructors of the due date for the submission of Mid-term grades, along with relevant procedural information.

- **Appendix** (Sample benchmarking is available upon request.)