

MID-TERM GRADE POLICY
Approved by the Administration 4/23/04

Effective Fall 2004, faculty are required to report midterm grades to the following population: freshman, undergraduate first-term transfer students, students on probation, and student athletes.

Midterm grades will be processed for fall and spring terms for full-term courses only.

The method of reporting midterm grades will be on Webster. The retrieval of midterm grades for students will also be through Webster. Faculty will have access to Webster to submit midterm grades the Monday of the sixth week through Monday of the eighth week; the students will be able to access midterm grades as soon as available. The midterm grades will remain on Webster from the eighth week through the eleventh week of fall and spring terms.

If the course is letter graded, the midterm grade will be letter graded or other (O); if the course is s/u, the midterm grade will be s/u or other (O). A drop box will be available for multiple comments:

- Participation
- No record of attendance
- Test/assignment scores
- See professor
- Missing assignments
- Insufficient data
- Tutoring recommended

The midterm grade is only an indicator to the student of his/her performance prior to the eighth week of the term; it will not be assumed that the final grade will be the same.

This policy will be in place until Spring 2008 (a period of four years) after such time it must be considered for re-approved by the Faculty Senate.