ROLLINS COLLEGE TEMPORARY EMERGENCY POLICY

Title: Crummer Temporary Grading Policy Summer 2020	Type	Temporary Emergency
No: TMP 1002	Approval Date: 5-12-2020	
Responsible Office: VPAA|Provost; Dean of Crummer	Reviewed By: Crummer Faculty, 4-13-2020; Vice President for Academic Affairs	Provost; 5-7-2020; President's Cabinet, 5-12-2020; Approved By: President, 5-12-2020	
Next Review: N/A	Revision No:	

I.   Purpose/Introduction/Rationale

This policy institutes and provides guidelines for temporary pass/no pass (P/NP) grading policies to address the COVID-19 pandemic emergency in summer 2020 for students enrolled in the Crummer Graduate School of Business (Crummer) at Rollins College.

II. Background

Many students are struggling for a variety of reasons, given all that is going on right now. Some issues are due to the shift to virtual instruction (adapting to a new approach to instruction, adjusting to using technological tools, etc.). Some are not directly related to instruction, such as concerns for health, job situation, new ways of doing their job, etc.

Many schools, including graduate schools, are considering temporarily moving to a pass/no pass option (e.g., this is the subject of a discussion on a message board for the Executive MBA Council, EMBAC). The Association to Advance Collegiate Schools of Business International (AACSB) has provided guidance to business school deans that such policy decisions have no impact on accreditation.

In spring 2020, all Rollins programs provided students the option of choosing a pass/no pass option while operating in a virtual instruction environment. The Crummer proposal below follows the previously approved CLA-Holt and Crummer proposals.

This proposal is only one of the initiatives we are taking to alleviate potential student stress. It is intended as a short-term policy to be implemented in the summer 2020 academic semester only. The Crummer MBA Curriculum Committee will review the policy for use in future semesters, if there are similar circumstances. Future temporary policies will be submitted for approval to the VPAA/Provost, President's Cabinet, and President, as required by College Policy KI 1000 *Policy on Policies*.

III. Procedure or Application

- Students may opt in to receive Pass/No Pass (P/NP) instead of letter grades for individual classes. In other words, this is not mandatory.

- No more than 50% of total credits required for degree completion (graduation) may be earned with a "P" grade.

- At least 50% of term credits for summer 2020 must be earned with regular letter grades.

- Unique notation will be added in the transcript referencing to COVID-19 accommodation grading procedure. The reference may be updated in the future for similar situations with appropriate College approvals as required by College Policy KI 1000 *Policy on Policies*.

- For a given academic calendar term, the last day of the opt-in window will be the last day of the term. For example, for the current term, this would be July 17 for EAMBA 36 students.

- Once a student opts in to receive P/NP for a class, the decision is irrevocable.

- Minimum grade for Pass (P) is "C-" in alignment with the existing minimum passing grade standard.

- The P/NP grade can be used to satisfy concentration requirements.

- For honors consideration and Beta Gamma Sigma candidacy, the Crummer registration team will use the actual letter grades stored in the College's academic history database (i.e., those entered by the instructor prior to the P/NP conversion). Use of this "de facto GPA" is subject to the guidelines provided by the Beta Gamma Sigma Society.

- Faculty will enter grades as letters into the College's academic history database to ensure that the College has a record of grades. The Registrar's Office will convert letter grades to P/NP so that they appear as such on transcripts. Both the letter grades and P/NP will be stored in the database.

- Having a record of actual grades is important for various reasons. For example, this may be helpful for those who seek reimbursement from their employers but need a letter grade. We can generate a letter for the employer to include the letter grade, if necessary.

- Students will use a form similar to CLA-Holt's C/NC or P/NP forms to notify the Crummer Registration Team about opting into P/NP. This form should specify all the details so that the students understand what the option of P/NP may entail.

- This proposal will be implemented for summer 2020 academic term only.

IV. Related Policies

TMP 1000 *CLA-Holt Temporary Grading Policy Spring 2020*
TMP 1001 *Crummer Temporary Grading Policy Spring 2020*

V. Appendices/Supplemental Materials

Appendix A: Summary Statement for Crummer Students

VI. Effective Date

This policy is effective April 20, 2020, for implementation in summer 2020 only. The details of this proposal will be reviewed for potential use in future academic terms under similar circumstances.

VII. Rationale for Revision

Not applicable.

APPENDIX A: Summary Statement Provided to Crummer Graduate School Students

Pass/No Pass Option

We recognize that many students are struggling right now, whether it is due to concerns about health, job or finances, or the recent shift to virtual instruction and the resulting need to adapt to a different form of learning. As a result, Crummer is going to provide you with the option of choosing a Pass (P)/No Pass (NP) grading system for each of your classes in Spring 2020 and Summer 2020. For Summer 2020, you may choose the Pass (P)/No Pass (NP) option for up to half of classes for which you are registered. This is in line with what many other colleges and universities across the country are doing to help alleviate potential student stress. https://crummer.rollins.edu/pnp/

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AN ALTERNATIVE FOR SPRING 2020

Pass / No Pass Grading Option

We recognize that many students are struggling right now, whether it is due to concerns about health, job or finances, or the recent shift to virtual instruction and the resulting need to adapt to a different form of learning. As a result, Crummer is going to provide you with the option of choosing a Pass (P)/No Pass (NP) grading system for each of your classes in both Spring 2020 and Summer 2020. This is in line with what many other colleges and universities across the country are doing to help alleviate potential student stress. For Summer 2020, you may choose the P/NP option for up to half of classes for which you are registered.

The FAQs describe how the Pass/No Pass system works and how you can select to choose this option, and provide other important information to help you decide if this is right for you.

If you have any questions, please contact the Crummer Registrar at crummerregistrar@rollins.edu.

Frequently Asked Questions

How will this be implemented?

- You will have the option to determine which course, if any, you wish to have recorded as P/NP for the Spring and Summer 2020 semesters.

- For Summer 2020, you may choose this option for up to half of the classes for which you are registered.

- At least half of the credits earned for your degree must involve a letter grade.

- Complete the online Pass / No Pass Declaration form. It will be automatically sent to the Crummer registration team who will implement the P/NP option at the end of the term. Your instructor will not be notified if you choose this option. **Spring 2020 Form | Summer 2020 Form**

- Your instructor will continue to grade your work as usual. If you choose this option, the grade your instructor enters will be converted to either a P (for grades of C- or above) or NP.

Who should I notify if I want to choose this option and/or have additional questions?

- By completing the online form, you have notified the Crummer registration team. If you have any questions, feel free to contact the Crummer Registrar at crummerregistrar@rollins.edu.

Can I choose this option for just one of my courses?

- Yes. This option is for individual courses, so you can choose it for one, two or all of your courses for the Spring 2020 semester, and up to half of your courses for the Summer 2020 semester.

When is the deadline for choosing this option?

- You have until the last day of the semester to choose this option. As cohorts have different end dates, check your class schedule for the last day of your semester.

Can I change my mind?

- Once you submit the form, your decision is irrevocable.

How would it affect my GPA?

- Neither a P nor NP will impact your overall GPA. If you receive an NP, you will not receive credit for the course and will need to retake it (if required as a core course and/or to ensure you have enough credits to graduate)

My employer reimburses me for classes in which I earn a letter grade – will choosing this option prevent me from being reimbursed?

- Your instructor will grade your performance in the traditional way (entering a letter grade). Upon request, the Crummer registration team can provide you with a grade report that shows what letter grade you would have received. In the past, employers have accepted this and reimbursed students for classes without letter grades.

How will employers view seeing a P on my transcript?

- Many colleges and universities across the country are either changing to a grading policy of P/NP for all classes or allowing this option for Spring 2020 (MIT, Stanford, Yale, Columbia, UC –Berkeley, Purdue, etc.). Since many colleges are implementing this option, employers are likely to understand the uniqueness of what is occurring. We don't think this will be an issue.

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