ACADEMIC POLICIES COMMITTEE
Monday, April 4, 2022
2:30p.m. | UC Council Room
MINUTES

Present: Benedict, Franklin (Dineen), Matchett, Vaughan, Wood, Yu, Zaghlawan

VOTE: Approved by voice vote.

New Business

- **Grade Submission policy**

Financial Aid Director Marty Somero discussed the issues concerning the grade submission policy.

Grades need to be submitted within three days of the course end date to ensure timely review of student records and management of federal Financial Aid.

However, there are problems of late (and early) grade submission, especially with the proliferation of module/short-term courses.

DISCUSSION:

It’s important that courses are scheduled for the appropriate length of time so that engagement and grades can be monitored accurately.

Example: If a course meets in an intensive format for one week, but the final assignments are due at the end of the following week, this would be a two-week course (rather than a one-week course).

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