

PASS/FAIL POLICY – SPRING SEMESTER 2020 ONLY

PURPOSE

Westfield State students will face extraordinary hurdles completing Spring semester, 2020, coursework due to the challenges presented by the coronavirus pandemic. Online platforms are unfamiliar to many students and faculty alike, and the brief window when the University will operate fully online will not provide ample time for a fully effective transition to online learning. Students will be differentially impacted as they work off-campus in contexts where their resources and responsibilities vary greatly, and where they cannot rely on many of the supports (study groups, Ely library, secure food and housing, friends, extra-curricular activities) that ensure their academic success on campus. This policy represents an effort to define student success differently during the brief period when students are working fully online, often far from campus, in the context of families and communities experiencing high levels of stress. The goal of the policy is to support student success and ensure the highest levels of student engagement and retention.

POLICY

- A. During the Spring 2020 semester only, the end date for students to change their grading status to Pass/Fail is extended past the original date of March 5, 2020, to May 5, 2020, for all undergraduate courses, except as specified in Section B below.
- B. Department Chairs may determine that specific courses are not eligible for this extension based on accreditation and professional licensing demands. Pass/Fail eligibility must be consistent across all sections of a course. The Registrar will be notified of these excluded courses within 5 business days of the policy being approved by AUC. For any courses determined not eligible for the Pass/Fail option, the Department Chair must email students in those sections within 10 business days of the policy being approved by AUC, letting students know the course is not eligible for Pass/Fail grading and providing a brief rationale as to why that decision was made.
- C. Students are responsible for being aware of their grades in a class and for choosing whether to register for the Pass/Fail option. Students who are unsure of their standing in a class should contact their professor for information about their current standing.
- D. Students wishing to convert to a Pass/Fail grade must submit the Pass/Fail Option Form to the Registrar's Office by May 5, 2020.
- E. Consistent with current practice, faculty will submit a letter grade for each student. The Registrar will then convert letter grades to Pass/Fail for students who have submitted the request form for classes that Department Chairs have not specifically made ineligible for a grade of Pass/Fail.

- F. Pass/Fail grades issued under this policy will be followed on transcripts by an asterisk, indicating that the course was taken during the COVID-19 emergency.
- G. If a student is retaking a course due to a previous unsatisfactory letter grade, and chooses to take the course Pass/Fail, the Pass/Fail designation will replace the letter grade.
- H. Any course taken Pass/Fail during the Spring 2020 semester only, with a Pass/Fail election date after March 5, 2020, will fulfill Major, Minor, Concentration, Prerequisite, Common Core and Honors requirements, except as specified in Section B above.
- I. This policy intends, for the Spring 2020 semester only, to override Pass/Fail Policy 1180 Section A 1, 2, 4 and Section B 1, 2, 3, 4, 5, 6, 10.