Report to the Faculty Senate on Mid-term Reporting (11/12/14)

The Mid-term Task Force has concluded their two-year study on the efficacy of making mid-term reporting mandatory for the full faculty. Our report, with all the stages of investigation and supporting data will be posted on the Faculty Senate link for your inspection.

The report was submitted to the APRC for discussion and approval to move forward to the full Faculty Senate. Additionally, the report was submitted to Provost Capuano.

The Task Force found that there was no evidence of any negative effect or harm caused by mid-term progress reporting. There was some evidence of positive effects. Mid-term reporting requires minimal effort for faculty.

In October 2011, the Faculty Senate requested implementation criteria, guidelines, and procedures. The Task Force submits the following recommended guidelines to the Faculty Senate:

**Timeline:**
The Mid-term Task force recommends that Mid-term Progress Reporting be approved by the Faculty Senate for adoption beginning Spring 2015 semester.

**Guidelines:**
Not all coursework lends itself to the application of the mid-term progress process. It is recognized that there are educational experiences which do not apply because they are of a non-routine nature. In coordination with Program Coordinators, Department Chairs and Directors, and the Deans, faculty may seek an exception (exemption) to the mid-term reporting policy. Such exemptions may be requested for a specific section of a course, a specific semester, or a permanent exemption. A form to request such an exemption is provided for Senate approval, as well.

Examples of exceptions include, but are not limited to:

- Course of short duration including winter session
- International experiences
- Cooperative Learning, Field Experiences, Independent Studies, Senior Seminars, Student Thesis, Practicums, Student Teaching, and Internships
- Weekend classes of a short calendar duration
- Classes or programs that do not follow the approved calendar of the University

In cases where an exception is granted, faculty should continue to provide feedback to the student regarding their progress towards successful completion of the course requirements.

We further recommend that Department Chairs, in consultation with their faculty may present a list to their Dean of courses meriting exceptions to mid-term progress reporting.