



## MEMORANDUM

To: Faculty and Adjunct Faculty

---

From: Kenneth G. Furton, Provost and Executive Vice President

Date: July 28, 2017

Thank you for your continued support in helping us attain our student success goals! Beginning this Fall, we will be implementing two new student success strategies in all [UCC classes](#). One strategy focuses on student class attendance and participation. The second effort will focus on the submission and use of mid-semester grades.

### Class Attendance/Participation

Our first student success strategy involves enforcing mandatory attendance during the first two weeks of classes. Via the Blackboard or Canvas\* learning management systems, we are instructing members of the faculty who teach UCC classes to track student attendance in these classes. The University may drop students who do not have verified attendance (by in person or electronic means) on September 8<sup>th</sup>. Please note that, based on advisor recommendations, we may implement alternative interventions that may not result in the student's removal from the class.

### Mid-semester Grades

To optimize a student's likelihood of success, faculty members must provide students with significant feedback and a clear sense of their performance in each class. To ensure that students receive this feedback with sufficient time to improve their overall grade or modify their enrollment, we are instructing faculty members teaching UCC classes to enter a "Mid-semester Grade" into the respective learning management system. Faculty members should submit these mid-semester grades no later than the 10<sup>th</sup> week of classes.

We will be providing ample support for both of these strategies: FIU Online, Educational Technology Services, and the Center for the Advancement of Teaching are working together on the development of the online course shells, including LMS gradebook entry instructions for mid-semester grades, to streamline the process. Additional information regarding access and development of the UCC course shells with specific instructions and LMS assistance will be forthcoming.

*\*The determination of the learning management system will be dependent on when the course was last hosted in Blackboard. Sections hosted in Blackboard between Summer 2015 and Summer 2017, or that already have a shell created in Blackboard for Fall, will continue to use Blackboard this Fall. All other UCC sections will be hosted on Canvas.*