



MONTCLAIR STATE
UNIVERSITY

University Senate

Recommendation on Deadline for Submission of Final Grades

Approved May 19th, 2021

The University Senate recommends that the deadline for submission of final grades by instructors be set as midnight on the fifth business day following the last day of the term, or five business days from the last day of the session for partial-term courses.

Rationale

A period of five business days between the last day of the term and the deadline to submit final grades supports the full use of all scheduled class meetings as substantive instructional periods. In the current arrangements at Montclair State University, the entire term is required to meet the State-mandated definition of the academic credit-hours for each course. There are no scheduled meeting times beyond the 50 minutes/week, 15-week per-credit minimum. However, students require time to review, reflect, and receive interim feedback between the initial presentation of material and evaluation of their learning via summative assessments. Without a sufficient interval, course material introduced at the end of the term cannot be properly included in term-end summative assessments.

Without sufficient time for grading after the end of the term, instructors are forced to choose between reducing quality feedback to students on their summative assessments (to make rapid grading feasible), or relegating some end-of-term instructional time to non-summative, non-cumulative assessments (as those would not require extensive feedback as is appropriate for many summative assessments.) If cumulative, summative assessments have final due dates before the end of the term, then in some sense, the term is *de facto* shortened.

For courses with cumulative summative assessments such as projects and papers, a 72-hour grading window can be especially burdensome. While other institutions may have similar arrangements, instructors at such institutions have expressed similar concerns (for example, at Brown University, link below).

Instructors' compliance with current procedures should not be inferred to imply that the approach is a good practice from an educational and pedagogical perspective, only that instructors do what is required to avoid issues for students and/or themselves on an administrative level.

Reference link:

<https://www.browndailyherald.com/2020/10/22/change-final-grade-submission-rules-deadlines-theyre-unrealistic-confusing>