

Dear Lindenwood Community,

The move to a virtual learning environment as a result of the COVID-19 pandemic has presented significant challenges for students and faculty. As a result, Lindenwood has taken steps to adapt some academic policies to respond to those challenges. The modifications to protocols and increased assistance outlined below are based on collaborations between a variety of stakeholders, including the Office of the Provost, deans, Academic Services, Faculty Council, SASS, and current students. This email contains information on the following topics:

- Pass/Fail Grades
- Withdraw Deadline Extension
- May Grade Deadline Extension
- Incomplete Grade Deadline Extension
- Textbooks – Return Extension
- Summer Internships

Pass/Fail Grades

Lindenwood has made the decision **NOT** to allow students the option to move to a pass/fail grading scheme for the Spring 2020 terms. Before making this decision, the Office of the Provost put a significant amount of time into researching options, listening to students, and consulting with Deans Council, Faculty Council, and other university stakeholders. Several factors ultimately weighed strongly against the move to P/F grades:

- The move to pass/fail could negatively impact students for several reasons. First, many other universities will not accept pass/fail grades. As a result, students who wish to transfer in the future may encounter difficulties transferring their classes to another school for full credit. Second, many graduate and professional schools such as nursing require letter grades in certain classes for admission to their programs. Finally, the pass/fail grade could potentially impact student-athlete eligibility and financial aid status for students who may be on academic probation.
- We are working closely with our faculty to ensure that they are adjusting their learning outcomes in classes in light of the pandemic and the move to online classes. We are also encouraging all faculty to work with students during this difficult time to ensure that students have the tools and help that they need to be successful this semester.
- Lindenwood implemented minimum use standards when Canvas was adopted as the university's learning management system in 2016. As a result, every Lindenwood course already had a course shell in Canvas, and all faculty and students had at least minimum familiarity with the system before the emergency move to online. This was not the case at many other universities that have adopted the Pass/Fail grading model for the Spring terms. Although the transition to online learning in the middle of the term has not been easy, having these basic course building blocks in place on Canvas meant that Lindenwood faculty had a head start at providing students a quality educational experience in the virtual environment.

Withdraw Deadline Extension

The withdraw deadline for Spring semester, 8-week (5-term), and Spring Quarter is being further extended. New withdraw dates will be as follows:

Spring Semester: May 1

Spring Second Half/MBA(5-Term): May 1

Spring Quarter: June 19

The Summer Trimester withdraw deadline will remain the same (June 26).

Students who wish to withdraw from a course should notify their academic advisor via email before 5 p.m. on the withdraw date.

May Grade Deadline Extension

Students should be aware that instructors have been given two extra days to submit grades at the end of the Spring Semester and Spring II MBA terms. The grade deadline for Spring Semester and Second-Half Courses has been extended to **Thursday, May 14, at 5 p.m.** Grades will not post into the student portal until the following day.

Incomplete Grade Deadline Extension

Students who received an incomplete grade in the Fall 2019 terms will have until December 2020 to complete these classes. Unresolved Incompletes will not be changed to F at the end of the Spring 2020 terms.

Textbooks

Barnes & Noble is extending the grace period for spring rental returns through the first week of fall classes. Students in Summer classes are strongly encouraged to purchase e-book versions of their texts wherever possible to ensure they arrive promptly, though currently Barnes & Noble assures us there are no supply chain disruptions, current or anticipated.

Summer Internships

As mentioned in the email communication from the Office of the Provost on Tuesday, students do still have the opportunity to complete a summer internship. The summer internship discount is still available (3 credit hours for the price of 1). Students seeking assistance identifying and applying for internships should reach out to the Center for Experiential Learning (careerservices@lindenwood.edu).

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