

To: CPP Faculty
From: Victoria Bhavsar
Subject: Talking to students about grades
Date: Wednesday, Nov 15, 2023

Dear faculty,

We're getting to the point in the semester that students have questions about grades and some students begin advocating for adjustments. This can take up a lot of time, and even more energy and head-room for faculty. Here are ideas to try, with a hat tip to Michelle Elrod in EODA and a promise of sessions next semester on this topic:

- Note patterns of questions or complaints. If something in your course design, grading system, or syllabus leads to issues, make a note and consider later if an adjustment could head problems off next semester. (Do not take this to mean "consider watering down your expectations.")
- Don't hold long conversations over email. If a simple, short explanation does not suffice, require that the student talk to you further on Zoom or in person. You can send a short follow-up summary email to document the conversation. It seems like this would take even more time, but the opposite is likely true: We all know how much time and energy it can take to write a clear, calm email just once, let alone a back-and-forth email chain with an increasingly upset student.
- Staying short also helps to keep language matter-of-fact, without parenthetical or editorial comments that can escalate a conflict. I find that removing adjectives and adverbs helps to make sure I'm not letting my opinions or ego inform my communication with students.

Check out the upcoming workshops below in [Teaching Nuts & Bolts](#) on grading in Canvas (Technology Tuesday) and from the Registrar regarding final grades.

Take care,

Victoria

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In this email:

- [Winter Institute](#): *Doing the Work: Anti-Racist Teaching & Learning*
- [Featuring Faculty & Students](#): Talks from the Nov. 3 AI Symposium
- [Teaching Nuts & Bolts](#): Technology Tuesday, Final Grades, & Fearless Classroom
- [Friends of CAFE](#): Principles of Community survey

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[Winter Institute *Doing the Work: Anti-Racist Teaching & Learning*](#): Jan. 9-12, 2024, in person.

Consider together what it means and how to offer a course that goes beyond using generally effective strategies to being anti-racist. Faculty of any discipline and status are welcomed and encouraged to

participate. **This is a paid offering.** We have capacity for a maximum of 30 faculty participants. [Register and save the dates.](#)

Featuring Faculty & Students:

- **[AI in the Classroom and Beyond!](#)**: We had a fabulous day on Friday Nov. 3, talking and learning with 115 faculty, staff, & students about AI in the classroom and in our students' futures. See the Symposium website for recordings, presentation materials, and the symposium backchannel; check out CPP Library's [Libguide on AI](#).
- **[Bilingual Story Times, weeks 10-14](#)**: The students of [ECS 3600](#) in collaboration with the Library offer bilingual story times for children, in a remote format! [See the schedule and choose your story!](#)
- **[Mentoring through Funds of Knowledge](#)**: Resources to help all graduate students feel welcomed and supported throughout the graduate school experience, created by an interdisciplinary CPP faculty team and supported by Project LOGRAR.

Teaching Nuts and Bolts:

- **[Technology Tuesdays](#)**: **Tuesday Nov. 21, 12:00 – 12:50pm** via Zoom ([see the schedule and register with the link](#)). Ann Loomis talks about grades and Canvas.
- **[Fearless Classroom Original workshop](#)**: **Friday Nov. 17, 10am – 12pm** via Zoom. This data-proven project positively impacts student success from psychologically safe learning environments. Join the [Fearless Classroom](#) movement. Join the workshop at <https://cpp.zoom.us/j/87333804751>.
- **["Assigning Final Grades" Informative Session & Discussion \(via Zoom\)](#)**: **Monday Nov. 27, 12 – 1pm OR Tuesday Nov. 28 12 – 1pm**. The Registrar team describes how to determine students' final grades, with special attention to Incompletes, WU's vs F's, RP's, and RD's. [Please register.](#)

Friends of CAFE:

- **[International Education Week 2023](#)**: **Nov. 13 – 17**. See the [robust schedule](#) of virtual and in-person events including a faculty roundtable, an international festival, and a study-abroad expo.
- **[Center for Community Engagement Faculty Impact Grant](#)**: CCE Impact Grants of up to \$1000 for projects that connect academic learning with community needs. Application deadline **Nov. 17, 5:00pm**.
- **[Academic Innovation Winter Institute](#)**: **Jan. 17 & 18, 2024**. *Exploring Micro-Internships: A Guide to Understanding and Successfully Implementing Short-Term Work Experiences*. Discover how micro-internships can benefit students, seamlessly integrate micro-internships into your syllabi, and network with colleagues around campus.
- **[Coming Soon: "Principles of Community" All-Campus Survey](#)**: The Office of Inclusive Excellence is seeking input from all campus members on the principles we value, stand for, and uphold in our interactions with one another. Look for a survey after Thanksgiving to provide your thoughts.

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Get Canvas help from CAFE: Submit a [Canvas ticket using this link](#) OR call 909-869-3099, M-F 8am – 5pm.