

The College of Liberal Arts and Sciences  
The Undergraduate Educational Policy and Curriculum Committee

**Minutes**  
240 SH  
April 13, 2023

*Attending:* Melissa Bates, Jill Beckman, Asha Bhandary, Roxanna Curto, Jennifer Eimers (staff), Alan Huckleberry, Erin Irish, Cornelia Lang (chair), Cinda Coggins Mosher, Christine Shea, Jan Wessel, Jenna Yang

*Guests:* Jennifer Bertrand

1. The minutes from April 6, 2023, were approved.
2. The committee reviewed a revised draft of CLAS [Grading Guidelines](#), strongly recommended procedures, and examples of grading strategies. The committee paid particular attention to new language that would require instructors to use ICON to record and share student grades. There was considerable discussion about this requirement, and the majority of the committee expressed support for it, noting that some faculty are using other methods for recording and sharing student grades. The committee also reviewed and approved an expanded section on grading schemes and strategies that includes contract grading and collaborative grading. A final version will be reviewed for approval next week.
3. Next the committee discussed grading procedures for submitting and changing grades, including when and whether to use [Incompletes](#). New guidance has been drafted that defines assignment of grading roles. Currently CLAS does not provide much direction for DEOs on approving grades, and DEOs who serve on UEPCC requested that some guidelines be added. Discussion about these procedures will continue next week.
4. Adjournment of meeting

Respectfully submitted,

Erin Irish  
Associate Professor, Biology  
Secretary, UEPCC