AY22-6-B

Faculty Senate Issue Log Form

Date-Submitted: 5/4/2022
Title-of-Issue: Establish Final Grade Submission Date
Description: Handbook states, "All faculty must report final grades through the secure website
by logging in to www.leoonline.odu.edu [http://

www.leoonline.odu.edu/] within 48 hours after the final examination has been given." Request
look at establishing the Monday after exam week as the official final grade due date, and/or
establish a process for extensions if only giving two business day to process final grades after
exams (pg. 133 of the Faculty Handbook)
Rationale: We need a consistent date for submitting final grades that does not put undue stress
on faculty with heavy teaching loads. 48 hours is not sufficient and the window of submission
was closed from 5 days to 2 days at the close of semester/end of final exams to submit final
grades. This is not conducive. Grades have been traditionally due on the Monday following the
end of exams, and this year, it was moved to the Friday. Typically, there is a range of 3-5 days to
compute and post final grades, but this year, we only were given effectively 2 days. For those of
us teaching four courses per semester, this is a very heavy load and requires
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