

Student Assessment and Feedback

Functional Lead: VPAA

Division: Academic Support Division

Responsible Office: Education Officer

Reference: (a) Standard 8.1: Student Achievement, SACSCOC Principles of Accreditation
(b) Resource Manual for the Principles of Accreditation
(c) MCO P1610.7F, Performance Evaluation System
(d) MARADMIN 412/20, Implementation of Observed Academic Fitness Reports at Officer Resident Professional Military Education Courses

1. Purpose. The purpose of this chapter is to provide guidance regarding student assessment and feedback. It provides a broad baseline for use by educational program directors when developing specific grading policies.

2. Background. MCU curricula are based on approved Student Learning Outcomes (SLO), which, in turn, enable the achievement of Program Outcomes (PO) and the mission. The goal of assessment is to ensure that students achieve the approved POs and SLOs for a particular educational program or course. Timely and effective feedback is a critical element of assessment, providing students with an understanding of how well they addressed the requirements of a particular assignment and how successfully they accomplished the POs and / or SLOs being evaluated. MCU students are graded on how well they achieve these outcomes; however, it is important to remember that grades are simply one way to evaluate intellectual progress, not goals in and of themselves. A fair and consistent grading policy helps motivate students to excel.

3. Policy

a. Graded Assignments and Instruments. Students are assessed in a variety of ways to include exams, written assignments, oral presentations, and performance in practical application events, wargames, and exercises. Where appropriate, schools should use grading rubrics to structure student assessment and to provide a tool for shaping student expectations and consistently evaluating performance. The approval and use of grading rubrics is at the discretion of the educational program director; approved rubrics will be promulgated to students as part of the school's grading policy.

b. Grading Policies and Standard Grade Scale. Educational program directors will approve and publish the academic standards and grade requirements necessary to pass a course and/or to successfully complete an educational program (e.g., school grading policy, SOP, and student handbook). For consistency across MCU, the standard MCU Grading Scale provided below will be used for the awarding of student grades, both for individual assignments and for overall course and/or program grades, unless otherwise approved by the President, MCU.

(1) Degree programs. Students must achieve a minimum grade of B-/80% in every course, to include electives, in order to receive the degree.

(2) Non-degree Officer PME programs. Students must achieve a minimum grade of B-/80% in every course, to include electives, in order to qualify for graduation.

(3) Enlisted PME programs. Grades below 80% are considered failure of an assessment, and students must achieve a cumulative final grade of 80% to complete the course.

(4) Alternate grading. Program directors may authorize evaluation of selected assignments and courses on a HIGH PASS/PASS/FAIL basis as a means to promote intellectual risk-taking and creativity.

Grade	Percentage	Value
A+	97 – 100%	4.0
A	93 – 96.9%	4.0
A-	90 – 92.9%	3.7
B+	87 – 89.9%	3.3
B	83 – 86.9%	3.0
B-	80 – 82.9%	2.7
C	70 – 79.9%	2.0
D	60 – 69.9%	1.0
F	<59.9%	0
Incomplete (I)	0	0
Withdrawn (W)	0	0

(5) Grade Point Average (GPA). Officer PME programs will calculate a weighted GPA to reflect relative academic performance per the following formula:

(a) $\text{Sum (Course grade values multiplied by number of course credits) / Total number of credits}$.

(b) For the purpose of calculating GPA, courses grades on a High Pass/Pass/Fail basis will not be included.

(6) Final class standing and “distinguished graduates”

(a) Directors will publish the criteria by which final class standing is determined and for identifying the graduates of each class who, by their academic achievement and/or overall leadership and performance, distinguish themselves from their classmates. Criteria should

address “the whole student” contribution to program requirements, of which grades and GPA are significant, but not necessarily dispositive components.

(b) Directors are authorized, but not required, to designate up to the top twenty percent (20%) of students as “distinguished graduates” per written program policies and procedures.

c. Student Feedback. Students will receive grades and faculty feedback (to include counseling on non-graded deliverables) no later than 10 working days after the event or submission deadline. At a minimum, feedback will include a paragraph of summative comments that address the extent to which the student demonstrated mastery of SLOs/POs.

d. Remediation. Educational program directors will establish policy regarding remediation of courses or assignments for which a student fails to achieve the minimally acceptable grade. Published remediation policies will describe the type and amount of remediation, the highest grade that may awarded for successful remediation, and the criteria by which students who fail remediation, or who are consistently unable to meet academic standards, will be referred to the program director for consideration of a Student Performance Evaluation Board (SPEB).

e. Officer resident students cannot be disenrolled from a course without the convening of an SPEB, regardless of whether or not the student wants to quit or the Director wants to disenroll them.

f. Final course grades and GPA will be posted to applicable record systems no later than 3 weeks after the end of the course (or, as applicable, course remediation efforts are resolved) or as notes here. In the case of EWS, grades are due on the last school day of April. In the case of MCWAR, SAW, and CSC in no event later the final duty day prior to Memorial Day liberty period.

4. Procedures

a. Moodle or other acquired educational technology will be used to record final grades and calculate GPA.

b. The MCU Registrar will add GPA to student transcripts beginning Academic Year 20-21.

c. Resident student service performance evaluation (fitness reports) requirements are addressed in a separate policy.

Related Policies and Forms:

Student Performance Evaluation Board

Student Awards

MCU Academic Fitness Report Policy

Promulgated: 30 Sep 2021

Last Reviewed: 30 Sep 2021

Last Update to Procedures: 30 Sep 2021