

The background of the slide is a white space filled with numerous black graduation caps (mortarboards) and gowns. Some of the gowns have small, stylized human figures attached to them, appearing to be in motion as if falling or floating. These elements are scattered around a central black rectangular box that contains the main title.

Late Work Policies As Social Infrastructure: Rethinking Equity, Learning, And Course Integrity In Higher Education

A solid brown rectangular box is positioned below the main title box. It contains the author's name and title in a white serif font.

Rebecca Campbell
Professor
Curriculum & Instruction

Agenda

~15 Foundations of Academic Course Policies

~5 Late Work Specifically

~15 Policy Analysis Activity & Debrief

~5 Policy Design

~30 Design Activities

~5 Final Reflections



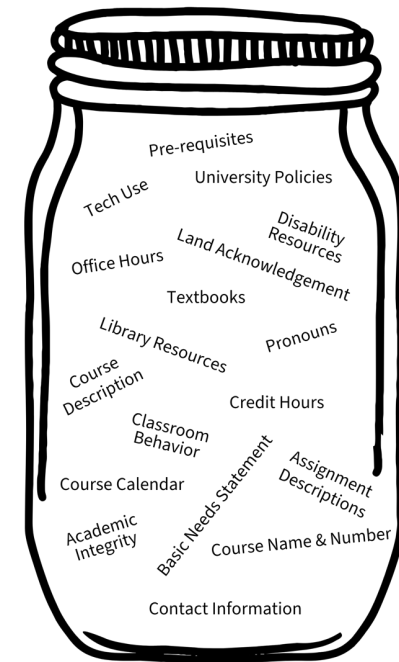
Session Goals

1. Understand why students miss deadlines
2. Gain one new idea about course policies
3. Gain one new resource for writing course policies
4. Increase your capacity to write care-aligned policies
5. Make one new contact at NMSU



Why Academic Course Policies

- Work with First-Year students
- Service on Grade Appeals
- Service on Academic Integrity Boards
- Service & Leadership on Academic Standards
- A gap in the literature



What Is An Academic Course Policy?

Specific to *your* course, written or implemented by *you*.

Designed *for your*
students:

- Attendance
- Late Work
- Grading

Designed to work
around systems:

- Add/Drop
- Enrollment/Placement

Assumptions

Astin -
Student
Involvement

Snyder -
Hope

Arnett -
Emerging
Adults

3 Values
Framework

Astin's Model Of Student Involvement



Hope Is Cognitive Framework



Goals

Faculty can assist with goal setting.



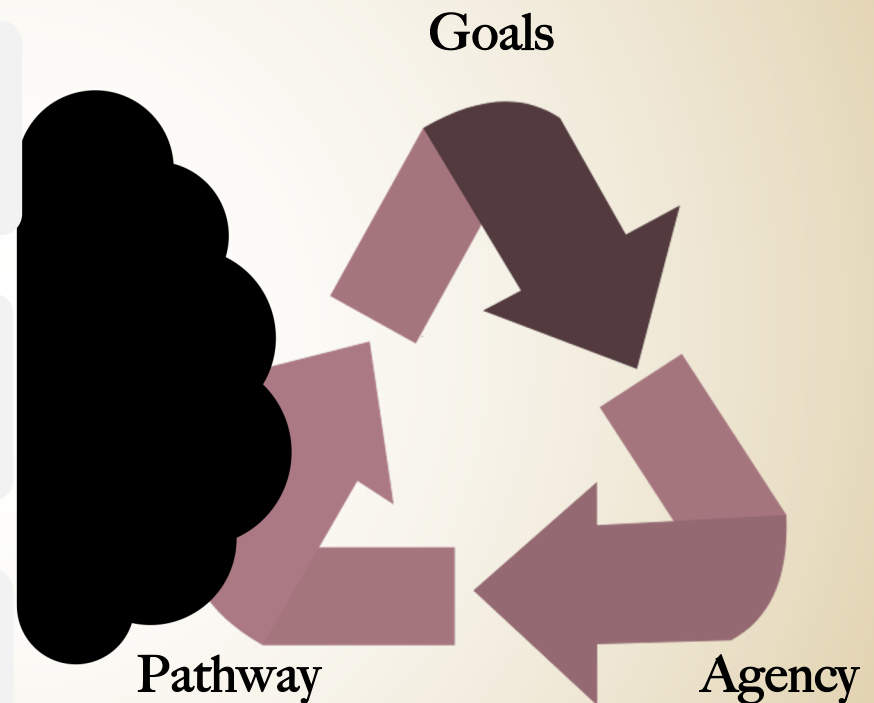
Pathways

Faculty can provide different options for pathways.



Agency

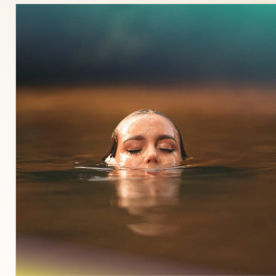
Faculty communicate that they believe in the student and encourage self-efficacy.



Arnett – Emerging Adults



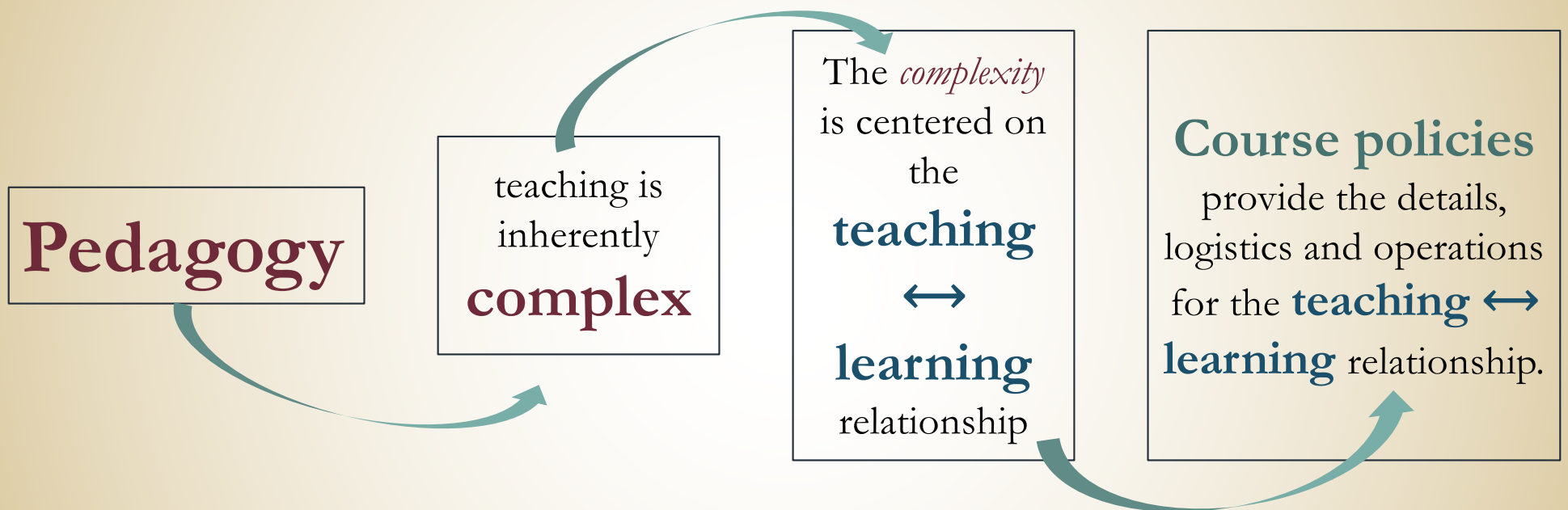
VS



- accepting responsibility for oneself
- making independent decisions
- becoming financially independent
- Social instability
- Anxious
- Uncertainty about future



The Values Premise





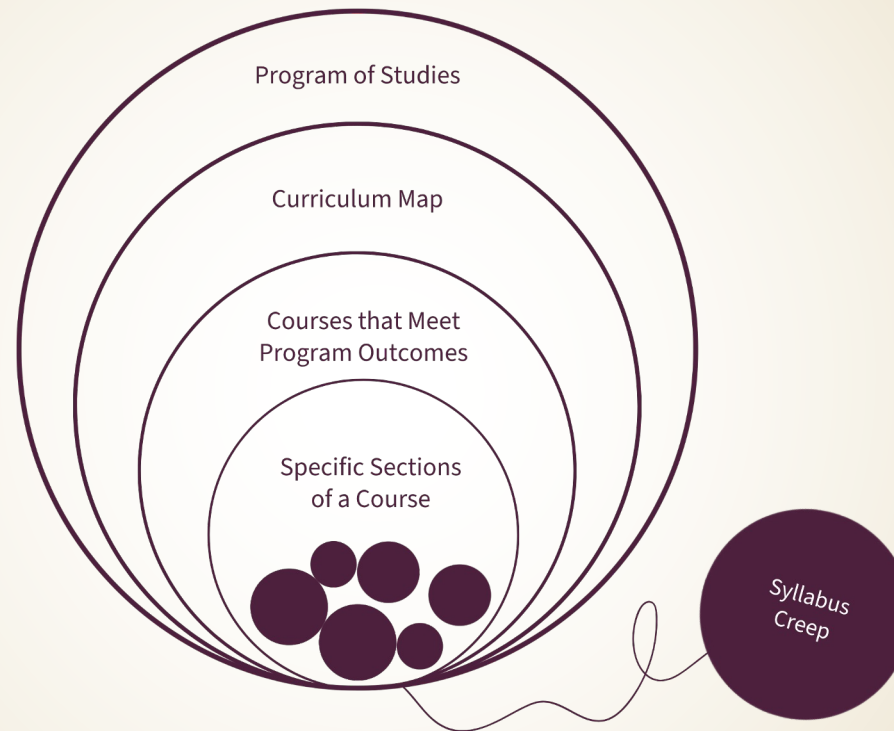
the “classroom, with all its limitations,
remains a location of possibility.”

bell hooks

“Potential Is Universal. Opportunity Is Not.”

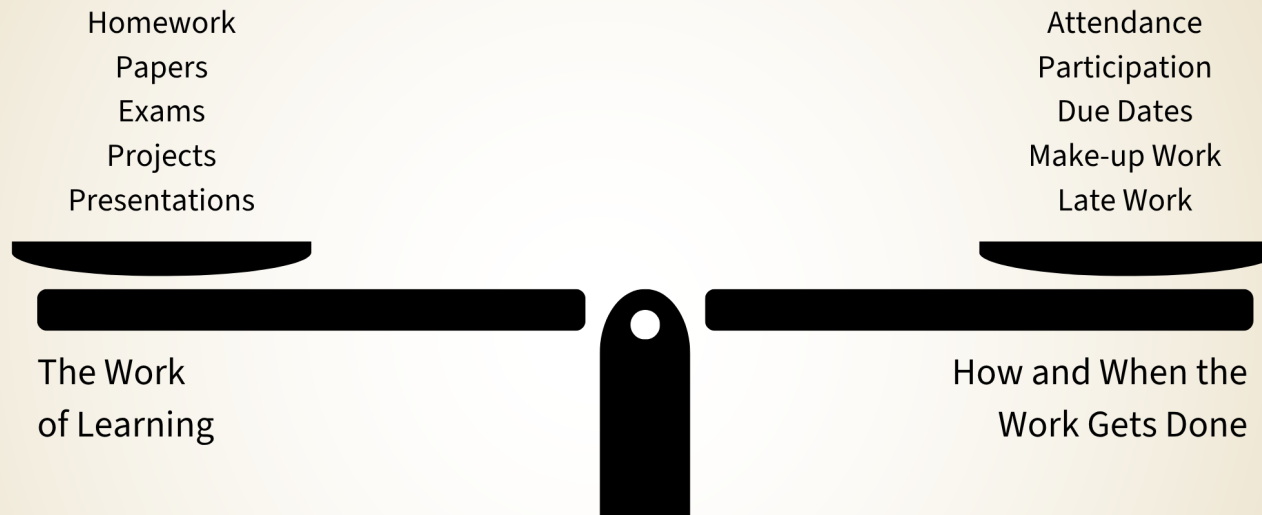
Governor Wes Moore

Value 1: Course Integrity



When the specific course offering is consistent with the curricular scheme.

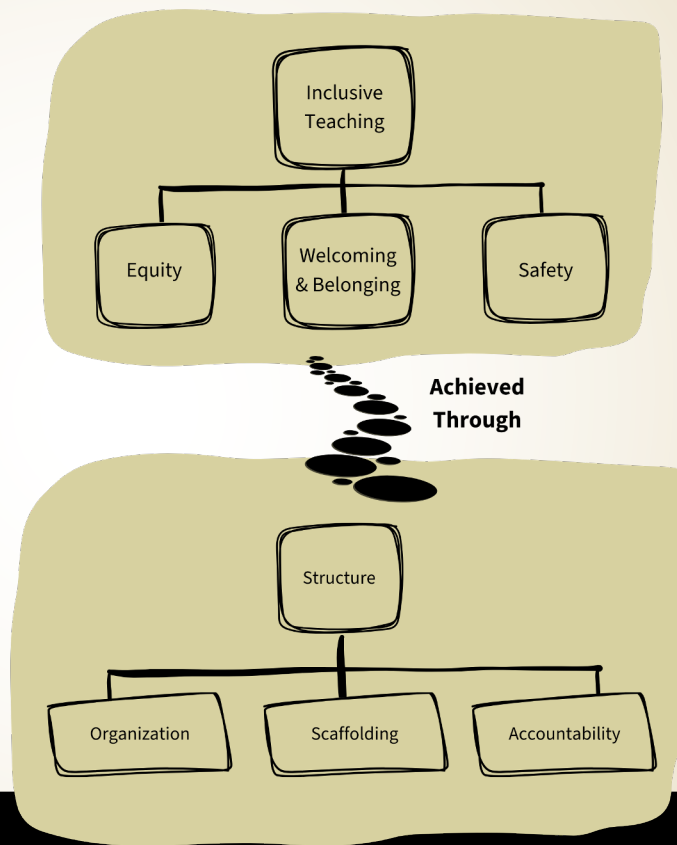
Value 2: Student Learning



“The one who does the work, does the learning” thus, the course must provide opportunities to work.

Value 3: Inclusivity

Rules and structure
reduces barriers
without compromising
academic standards.



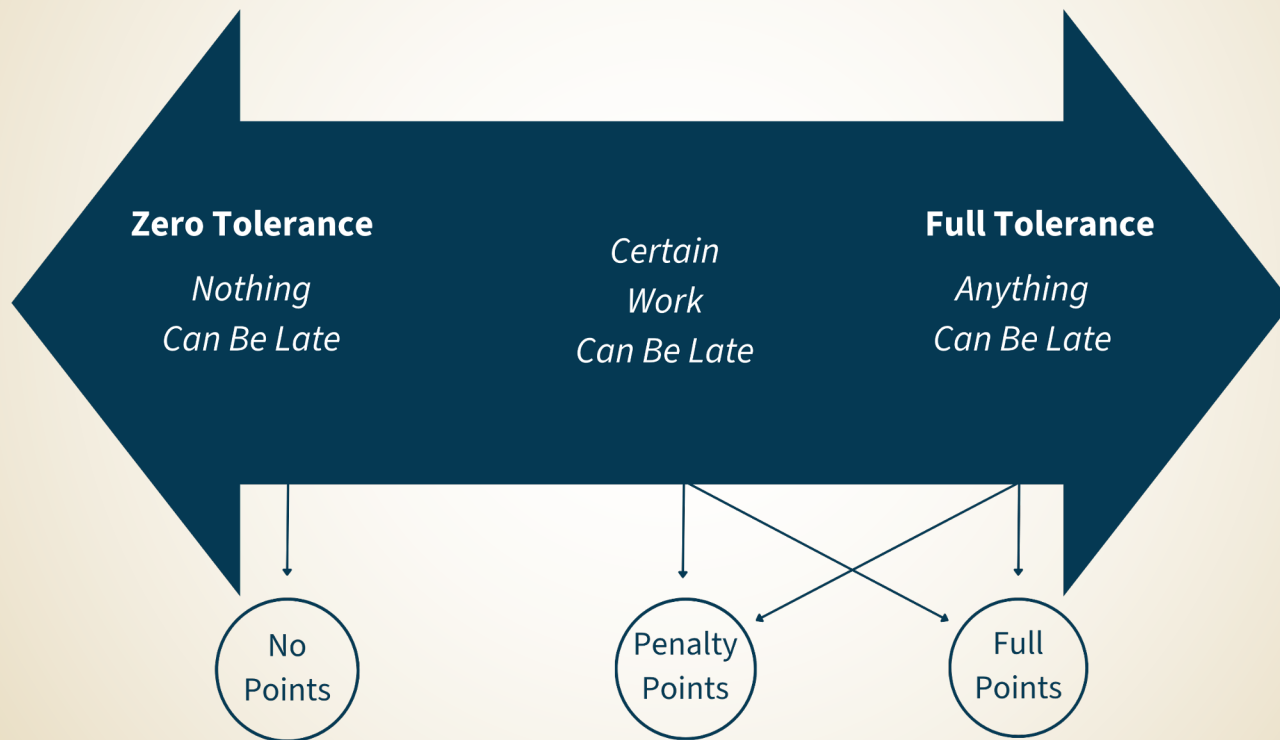
Three Questions For Policy Design

1. **Course integrity:** What expectations must hold?
2. **Student learning:** What does the policy make possible or prevent?
3. **Inclusivity:** Who can participate under these conditions?

Late Work



Late Work Policy Continuum



Late Work Policy Examples

Late work is not accepted during the semester. During finals week only, students may submit missing assignments for full credit. All submissions must meet the original assignment requirements and be received by 5:00 p.m. on the Friday of finals week. No submissions will be accepted after this deadline.

Full Tolerance

Assignments lose 10% of the total possible points for each calendar day they are late. Work submitted more than five days after the deadline will not be accepted. Students seeking an exception must contact the instructor before the original deadline.

Some Tolerance

All assignments must be submitted by the posted deadline. Late submissions receive a zero. Exceptions may be granted for documented emergencies, but students must contact the instructor as soon as possible and provide supporting documentation.

Zero Tolerance

Task Avoidance

Active/Purposeful Delay

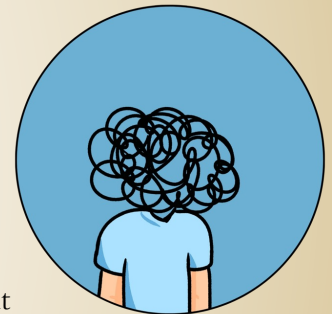
necessary task avoidance

- Work
- Family
- Health

Procrastination

unnecessary task avoidance

- I don't have enough time
- I'm more efficient if I procrastinate
- I do better when I procrastinate
- I know what it's going to take
 - Accurate Work Assessment
 - Overconfident Work Assessment
 - Assessment of the Work as Unpleasant
- Assessment of the Work as Unnecessary
- It doesn't matter
- I feel better when I procrastinate
- This grade is not my fault



“We can choose courage or we can have comfort, but we can't have both.” Brené Brown

Elements Of A Good Work Submission Policy

If

- The types of work allowed late
 - Participation points, discussions
- Penalty points

How

- The logistics of making up the work
 - Where is the assignment housed?
 - Where will it be submitted?

When

- The adjusted timeline
- Prerequisites
 - Spiraling Curriculum
 - Threshold Concepts
 - ‘Use By’ vs ‘Best By’
- # of Days available
- Extra Credit for Early



Policy Analysis: Three Approaches to Late Work



Common Policy Elements & Social Justice Tensions

Fixed Deadlines

- Students are *emerging* adults
- Things happen
- Today's student is balancing more than ever
- Encourages cheating

Prior Notification

- Impractical

Documentation

- Chronic Illness
- Privacy
- Cost
- AI

Graduated Points Penalties

- Implementation Time
- Feedback Represents Time Management not Learning Outcomes

Amnesty

- If it was possible to take the course in a week, wouldn't college be 40 weeks long?
- End of semester grading burden

1. Clarify

Clarify the Purpose

- Establish Expectations
- Define Standards
- Create Structure

2. Apply

Apply the 3 Values

- Does this . . .
- protect course integrity?
- facilitate student learning?
- foster inclusion?

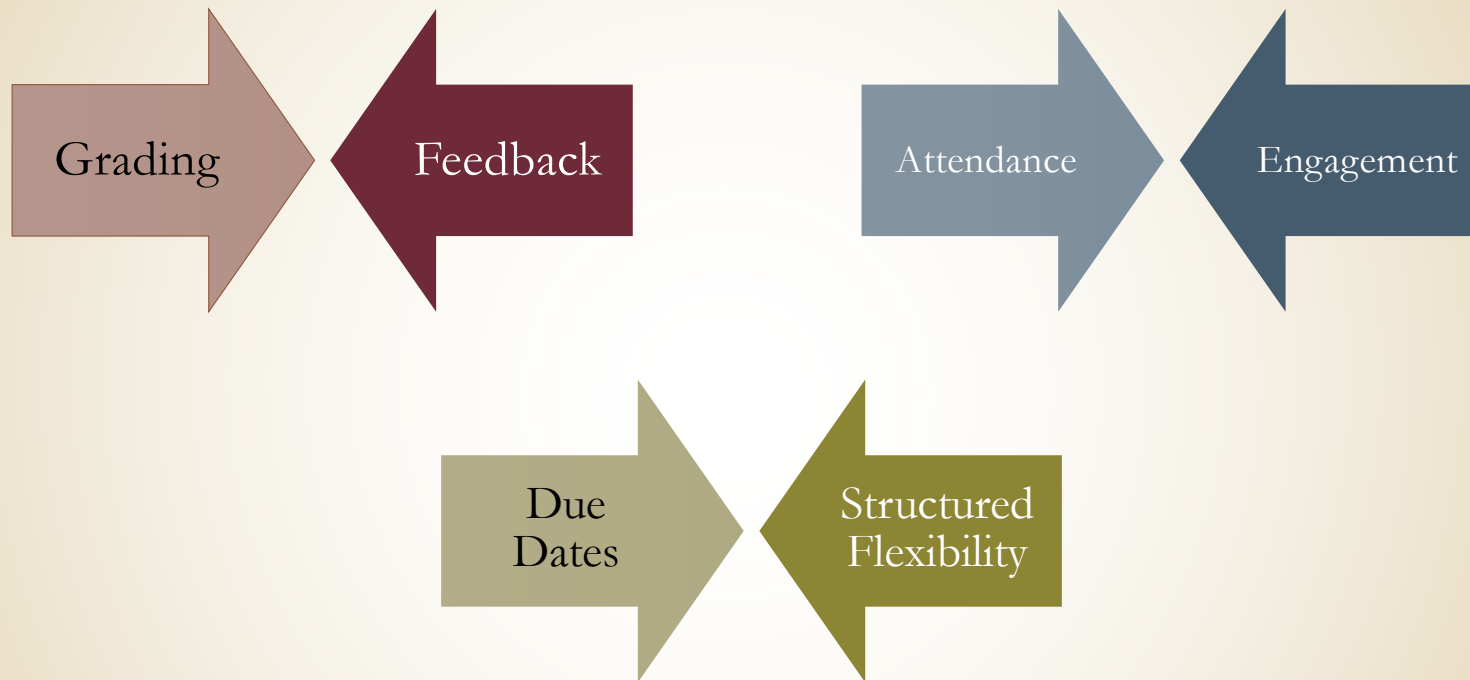
3. Run

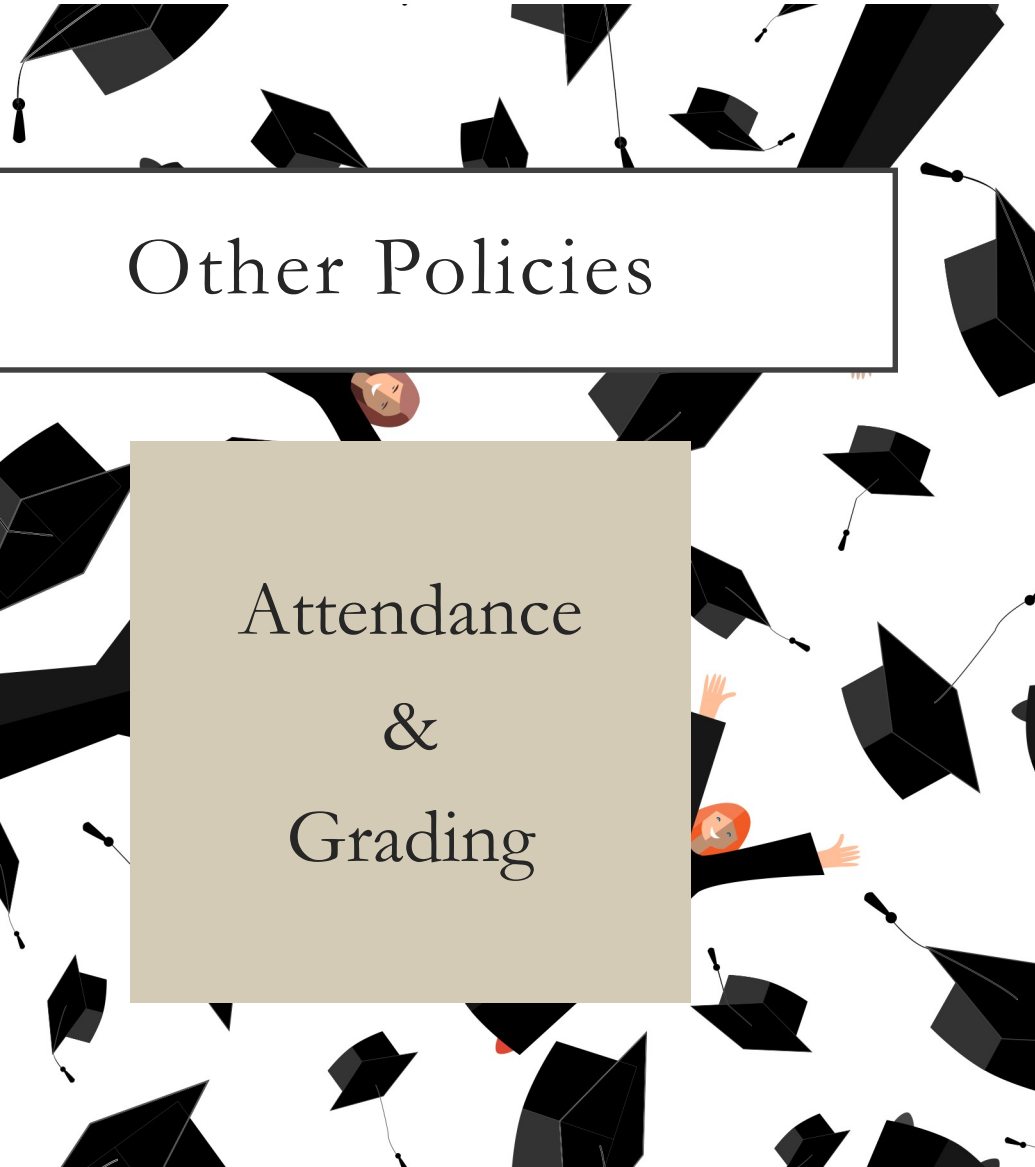
Run the Viability Filters

- Governance Alliance
- Academic Freedom
- Feasibility
- Enforceability
- Clarity
- AI
- Disciplinary Norms

Three Step Design Protocol

Care-Aligned Policy Shifts





Other Policies

Attendance
&
Grading

Greatest Hits

Policy Redesign



WAM

**What's your
walk-away message?**

One takeaway. 10 seconds each.



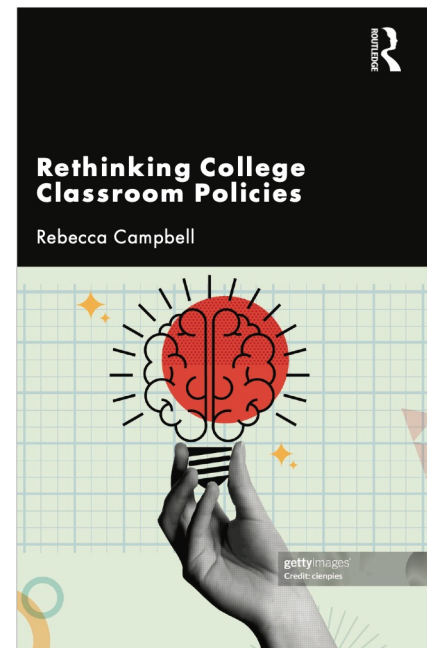
Thank you for coming!

Stay in touch:
rjpc@nmsu.edu

Session feedback & slides:



Coming soon



Late Work Policy Analysis Activity

1. Choose one of the late work policies below:

- **Policy 1:** Late work is not accepted during the semester. During finals week only, students may submit missing assignments for full credit. All submissions must meet the original assignment requirements and be received by 5:00 p.m. on the Friday of finals week. No submissions will be accepted after this deadline. (Full Tolerance/Amnesty)
- **Policy 2:** Assignments lose 10% of the total possible points for each calendar day they are late. Work submitted more than five days after the deadline will not be accepted. Students seeking an exception must contact the instructor before the original deadline. (Some Tolerance/Penalty Points)
- **Policy 3:** All assignments must be submitted by the posted deadline. Late submissions receive a zero. Exceptions may be granted for documented emergencies, but students must contact the instructor as soon as possible and provide supporting documentation. (Zero Tolerance)

2. Use the theoretical assumptions to analyze the policy.

- Is the policy focused on mitigating characteristics or on creating a care-aligned teaching experience? (Astin)
- Does the policy foster student agency and pathways? (Snyder)
- Does the policy assume students are chronological adults or emerging adults? (Arnett)

3. Use the values to further analyze the policy.

- Does the policy protect the course integrity?
- Does the policy create or maximize opportunities to learn?
- Who might this policy leave behind?

4. What conclusions did you draw? What tensions did you notice? What logistics are surfacing?



Attendance Policy Hall of Fame Activity

Policy Statement	Course Integrity	Student Learning	Inclusivity
1. An institutionally excused absence uses up the student's dropped test grade.			
2. Bereavement absences are limited to three days for an in-state funeral and seven days for an out-of-state funeral.			
3. Bereavement absences require a death certificate.			
4. Three absences are allowed. The fourth results in automatic course failure.			
5. Two tardies equal one absence, regardless of how late you arrive.			
6. Leaving early counts as an absence, regardless of how long you attended.			
7. An absence is excused only with a doctor's note.			
8. Students must notify the instructor <i>before</i> an emergency occurs.			
9. Attendance points require both physical presence and verbal participation.			
10. Perfect attendance earns extra credit points.			
11. Excused absences still count toward the maximum number allowed.			

5. Choose one policy element from the Attendance Policy Hall of Fame or from your own course.
- Use the three-step protocol to revise it.
 - Don't try to apply every filter.

1. Clarify	2. Apply the 3 Values	3. Run the Viability Filters
•Clarify the Purpose •Establish Expectations •Define Standards •Create Structure	•Does this . . . •protect course integrity? •facilitate student learning? •foster inclusion?	•Governance Alliance •Academic Freedom •Feasibility •Enforceability •Clarity •AI •Disciplinary Norms

6. Be prepared to share your revised wording, the reason for your change, and one remaining concern or question.

