



ACADEMIC AFFAIRS POLICY

NUMBER/TITLE: AA-119.2, INITIAL STUDENT ENGAGEMENT IN NON-FACE-TO-FACE LEARNING EXPERIENCES

Covered Individuals: All Faculty and students, Enrollment Management

Covered Locations: N/A

Effective Date: August 26, 2024

Strategic Plan: SP 1.1.b

HLC: Criterion 4.C.3

Consultations: CAO, Dean of Academic & Educational Affairs, Director of MA, Director of FA, Registrar, Faculty (Academic Affairs Committee)

POLICY STATEMENT

All instructors must engage students through the learning management system within the first three days of every non-face-to-face class.

PURPOSE

To provide guidance on minimal requirements for initial student engagement in non-face-to-face learning experiences for instructors.

Initial engagement with students in a course is crucial to persistence. The sooner an instructor can engage a student in a class; the more likely a student is to persist.

DEFINITIONS

Academic Interaction is defined specifically by the learning experiences listed below:

Applied Learning Experience Course: An academic interaction for an applied learning experience course occurs when the student has an academic interaction in the learning management system with a discussion post, reply to a discussion post, quiz completion, or assignment submission.

Hybrid Course: A learning experience where course outcomes are met through the delivery of content and learning materials in person by the instructor at scheduled times, as well as a weekly online academic interaction. Validation of attendance for a hybrid course occurs when a student is present for a scheduled class during the designated time and/or has an academic interaction in the learning management system with a discussion post, reply to a discussion post, quiz completion, or assignment submission.

Online Course: An academic interaction for an online course occurs when a student has an academic interaction in the learning management system with a discussion post, reply to a discussion post, quiz completion, or assignment submission.

Self-Paced: courses are exempt from the initial engagement policy.

uiuFlex Semester: An academic interaction for a uiuFlex Semester course occurs when a student has an academic interaction in the learning management system with a quiz completion or assignment submission during the first seven days of the semester.

uiuLive Course: An academic interaction for a uiuLive course occurs when a student is present for a scheduled synchronous class session during the designated time and/or has an academic interaction in the learning management system with a discussion post, reply to a discussion post, quiz completion, or assignment submission.

Video Conference (VC) Course: An academic interaction for a VC course occurs when a student is present for a regularly scheduled class during the designated time and location and/or has an academic interaction in the learning management system with a discussion post, reply to a discussion post, quiz completion, or assignment submission.

POLICY IMPLEMENTATION

Instructors must develop an academic interaction activity (graded or ungraded) within uiuLearn that requires student engagement within the first **three** days of the course. Academic interaction activities may vary by learning experience. Instructors should refer to the above definitions to identify an appropriate academic interaction for their scheduled learning experience. A syllabus quiz is an excellent academic interaction activity for any learning experience.

Academic interaction activities do not include:

- logging into class without active participation
- participating in counseling or academic advising
- notifying the instructor of a scheduling conflict or an inability to participate in Week 1
- points for attendance
- asking a question in the “General Questions” section of the course?

Students who do not complete the required academic interaction activity will be contacted by assigned university staff and encouraged to engage and actively participate in class to improve student persistence and retention and to avoid students being dropped from the course due to the non-attendance policy.

CUSTODIAN

Chief Academic Officer (CAO)

RELATED DOCUMENTS, FORMS, AND POLICIES

None.

HISTORY

New/Revision Number	Date of Action/Approval	Revision Change
AA-119.2	May 29, 2024 (by PC)	Set expectations for non-face-to-face learning experiences and remove the necessity for a separate policy of online courses (AA-120).
AA-119	February 9, 2022	New policy; PC approved.