

<b>Name of Policy:</b> Remediation Policy  <b>Policy Number:</b> 3364-83-08  <b>Approving Officer:</b> Dean, College of Pharmacy and Pharmaceutical Sciences  <b>Responsible Agent:</b> Associate Dean of Academic Affairs  <b>Scope:</b> This policy applies to all students in the Doctor of Pharmacy Program of the College of Pharmacy and Pharmaceutical Sciences		  <b>Revision date:</b> September 21, 2018  <b>Original effective date:</b> August 9, 2017	
Key words: Remediation, pharmacy			
<input checked="" type="checkbox"/>	New policy proposal	<input type="checkbox"/>	Minor/technical revision of existing policy
<input type="checkbox"/>	Major revision of existing policy	<input type="checkbox"/>	Reaffirmation of existing policy

(A) Policy statement

Each course syllabus in the Doctor of Pharmacy program at the University of Toledo College of Pharmacy and Pharmaceutical Sciences must include a statement (or section) that clearly states the remediation policy for the course. This policy should be developed, written and implemented by the course director.

Option 1: No remediation. Faculty are not required to offer remediation opportunities to students that fail a course. However a policy to that effect must be clearly stated in the syllabus. If remediation is not offered within a course, then the student will need to repeat the course the next time it is offered.

Option 2: Remediation. If remediation is offered to students, a policy must be included in the syllabus that clearly states the 1) qualification criteria, 2) remediation process, 3) remediation grading, and 3) maximum remediation attempts. The final grade for students who successfully remediate a course will be no higher than a "C". If the student fails the remediation assessment(s), then the student can retake the entire course at the next offering if eligible based on academic standing. Students with a grade of "C" or better are not eligible to use remediation in an attempt to improve their grade in the course.

Numbers of courses remediated - The number of courses remediated by an individual student is limited to 2 per semester and 4 per academic year. The instructor must inform the Associate Dean of Academic Affairs of a student's request to remediate a course.

(B) Purpose of policy

Provide policy and procedure for course remediation and remediation planning

(C) Scope

This policy applies to all students in the Doctor of Pharmacy Program of the College of Pharmacy and Pharmaceutical Sciences

(D) Remediation Philosophy

Remediation is a sequence of events, beyond the standard course curriculum, that are designed to bring underperforming students to a level of competency expected of students at the conclusion of a course. The process of remediation should provide opportunities for students to develop and demonstrate required knowledge, skills and/or attitudes through self-directed learning and purposeful interactions with faculty. Student and faculty should both be active participants in the remediation process; however remediation is a privilege that should be earned by the student through demonstrated attendance and active participation throughout the course.

(E) Procedure

Each course director/coordinator may develop an appropriate policy for their course, but the following suggested procedures should be considered for inclusion.

- (1) Qualifications: Any student who:
  - (a) demonstrated competency in some but not all areas required for passing the course and / or earned a C- or lower grade, but not an F grade
  - (b) completed all coursework and exams
  - (c) met with instructors and followed the advice of the Early Warning process (e.g. utilized AEC resources)
  - (d) attended class regularly
  - (e) adhered to all academic and professional conduct codes
- (2) Remediation planning: Each course director should develop and communicate to the student an individualized remediation plan that details
  - (a) the number of times and or hours the student is required to meet with the faculty member

(b) a list of all assignments and activities the student must complete (e.g. reviewing examinations, reviewing captured lectures, summarizing lecture notes, completing extra assignments)

(c) all deadlines for remediation assignments and assessments

- (3) Remediation assessment: All assessments should be designed to allow the student to demonstrate competency in areas where s/he previously failed to meet required levels of knowledge, skills and/or attitudes. The assessment format can vary widely and may include a paper and pen assessment over specific areas, a cumulative evaluation, or a presentation. Although the number of assessment attempts is left to the discretion of each course director, this expectation must be specified in the syllabus.
- (4) Remediation Timing: Remediation is most effective if it takes place immediately after the semester has concluded. For example, if a student qualifies for remediation of a fall course, it is most effective if it takes place during the winter break (December/January). Alternatively, if a student qualifies for remediation of a spring course, it is most effective if it takes place during the 6-8 weeks after spring semester ends.
- (5) Student Responsibility - It is the student's responsibility to obtain their course grade, and to inform course coordinator of intent to remediate within the course policy's stated timeframe of notification.

<p>Approved by:</p> <p><u>/s/</u> Amanda Bryant-Friedrich, Ph.D., Interim Dean, College of Pharmacy and Pharmaceutical Sciences</p> <p><u>September 21, 2018</u> Date</p> <p><i>Review/Revision Completed by:</i></p> <p><i>Associate Dean of Academic Affairs</i></p>	<p><b>Policies Superseded by This Policy:</b></p> <ul style="list-style-type: none"> <li>• <i>n/a</i></li> </ul> <p>Initial effective date: September 21, 2018</p> <p>Review/Revision Date: n/a</p> <p>Next review date: September 21, 2021</p>
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