



## ACADEMIC AFFAIRS POLICY

---

**NUMBER/TITLE:** AA-119, INITIAL STUDENT ENGAGEMENT

**Covered Individuals:** All Faculty and students, Enrollment Management

**Covered Locations:** All  
**Effective Date:** 2/9/2022

**Strategic Plan:** SP 1.1.b

**HLC:** Criterion 4.C.3

**Consultations:** VPASA, VPETF, AVP Enrollment Management, Registrar, Deans, Faculty

---

### POLICY STATEMENT

All instructors must engage students through uiuLearn within the first three days of every class.

### PURPOSE

To provide guidance on initial minimal student engagement expectations for Faculty.

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

*Engagement:* providing substantive comments, questions, and contributions that advance the learning process for the student and other learners in the course.

### POLICY IMPLEMENTATION

Faculty must develop a (graded or ungraded) activity within uiuLearn that demonstrates student engagement within all classes during the first three days. Students must submit at least one activity through uiuLearn within the first three days of every class.

To avoid being Administratively Withdrawn (AW), students must participate in each class they are registered for from the onset of the course. For the purposes of registration and financial aid, class attendance and participation at UIU are defined as engaging in an "academically related activity." While individual instructors may have specific requirements for specific classes, academically related activities must include submitting an academic assignment, taking an exam, completing an interactive tutorial, or participating in computer-assisted instruction (like a discussion board).

Academically related 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

Students who do not meet this requirement (as determined from uiuLearn) will be contacted and encouraged to engage and actively participate in class.

**CUSTODIAN**

Academic Affairs: Vice President for Academic and Student Affairs.

**RELATED DOCUMENTS, FORMS, AND POLICIES**

Not applicable.

**HISTORY**

New/Revision Number	Date of Action/Approval	Revision Change