Remediation for PharmD Students in Didactic Courses

Policy Statement

All faculty and staff in the College of Pharmacy are committed to student success, and therefore have a strong desire for all students to perform well academically. In rare and specific circumstances, academic remediation may be the optimal strategy to employ in order to ensure students achieve competency in required course material.

Academic remediation is defined in the College of Pharmacy as the opportunity for a student to demonstrate competency of course material without having to repeat a failed course in its entirety. This policy is not to be
construed as a “safety net” for students who fail a course. Academic remediation is intended for students who fail one course, but are otherwise progressing satisfactorily through the program.

Academic remediation is not meant to allow students to progress in the curriculum with substandard knowledge of required course material. It is not meant to provide students a path forward in the curriculum for which they are not adequately prepared. It is not meant as a means to permit students to enroll in courses for which they do not have demonstrated competency in prerequisite material.

Reasons for Policy
1) Standard 17.1 of the Accreditation Council for Pharmacy Education’s (ACPE) Standards 2016 stipulates that the College will have a policy describing student remediation for courses in which student performance is substandard.

2) The current integrated curriculum poses challenges for students who miss a step in a single course. In an integrated curriculum, the penalty for failing a single course is exceptionally high. There are situations that arise where a remediation program is a better educational course of action than requiring a student to fall back a year and complete an additional year of the PharmD program.

Exclusions
This remediation policy is intended for required didactic courses only. All elective, applied and experiential courses (APPEs, IPPEs and Pharmaceutical Care Skills courses) are excluded from this policy.

Procedures
1) Students who fail a single required course in a semester and are not on academic probation (nor will be by the end of that semester) shall have an opportunity to remediate the failed course.

2) Students who seek remediation are expected to have sought help from faculty, OSS advisors, or tutors during the semester, and to have followed advice of OSS advisors if notified via the college’s Early Warning Policy.

3) Students are responsible for submitting the Remediation Plan Agreement Form to course faculty within two business days of the grade being posted to their transcript. The form includes the following:
   a) Verification of eligibility from OSS,
   b) The methods the student will use to receive guidance on course content (eg. receive assistance from a tutor, review lectures online, review course materials on Moodle)
   c) Articulation of the scope of remediation (what content is to be remediated),
   d) The method in which the student’s competency will be assessed,
   e) The timeline in which assessments will occur, and when the final assessment will be complete.
   f) Signatures from both the student and the course faculty affirming the plan.

4) Students who remediate are expected to utilize course assets on Moodle, lecture recordings, and the use of tutors or the tutoring center in order to revisit course material.
5) Remediation must be completed prior to the start of course(s) which require the prerequisite material or when the failed course is offered again (whichever comes first). The course instructor must email the Director of Student Services or Duluth Student Advisor with the results of the remediation.

6) Students who are successful in remediating a course have their original “F” grade changed to a “D”. Unsuccessful students are unable to progress to courses for which the failed course is a prerequisite and must repeat the failed course in full the following year.

7) ASC will keep record of remediation and include results in its annual report. This policy will be revisited on an annual basis by the ASC and EPC as needed.

Forms/Instructions

Remediation Plan Agreement Form

Additional Contacts

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<thead>
<tr>
<th>Subject</th>
<th>Contact</th>
<th>Phone</th>
<th>Fax/Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Questions regarding this policy</td>
<td>Director of Student Services</td>
<td>612-624-2649</td>
<td><a href="mailto:haegx002@umn.edu">haegx002@umn.edu</a></td>
</tr>
</tbody>
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Definitions

Course Faculty
Course directors are responsible for providing the final assessment of student performance in their course. Given the very restricted timeline of remediation procedures (especially between fall and spring semesters) this policy recognizes the need for flexibility. Therefore, this policy considers “course faculty” to be course directors or their faculty designee.

Responsibilities (in chronological order)

Students
A student who fails a required course, meets the eligibility requirements and is interested in remediating must do the following:

1. Within two business days of the final grade being posted on a transcript, students must
   a. Obtain the Remediation Plan Agreement Form, and have a member of OSS verify eligibility
   b. Submit Remediation Plan Agreement Form to course faculty and cc a member of OSS on the communication.
2. When sections two and three are completed by course faculty and student, the student must fill out section four of the form and submit signed form to the Duluth Student Advisor or Director of Student Services.
3. Complete course of remediation and seek additional help if needed.

**Office of Student Services**
1. Communicate Remediation Policy to students on an annual basis
2. Verify student eligibility when appropriate on the Remediation Plan Agreement Form.
3. Advise students on the remediation policy and procedure.
4. Advise students undergoing remediation to ensure they receive appropriate advising and assistance through relevant campus and community resources (counseling, disability services, etc)
5. Archive agreement forms in a Google folder shared with Assessment staff and any other COP faculty or staff with an educational need to know.
6. Document de-identified results of remediation outcomes in the annual ASC report.
7. Ensure students satisfactorily complete prerequisite material via remediation prior to beginning courses which require completion of the prerequisite.

**Course Faculty**
1. Course faculty are responsible for responding to students who seek remediation by completing section two of the Remediation Agreement Plan Form within two business days of the remediation plan’s submission.
2. Course faculty are expected to provide an assessment that ensures a student’s competency of course material according to learning objectives
3. If the student is successful in remediating, course faculty must change the student’s grade to a “D.” and notify the Office of Student Services.

**Assessment Committee**
1. To assess the effectiveness of this policy, monitors the subsequent academic progress of students who have undergone remediation and annually summarizes this progress to Central Council and EPC.

**EPC**
1. Will review the Assessment Committee’s review and recommendations (if any) and take action where appropriate.

**Appendices**

No appendices accompany this policy.
Frequently Asked Questions

No FAQs accompany this policy.

Related Information

College of Pharmacy Policy: Monitoring Performance of PharmD Students for Early Signs of Academic Difficulty