

QUALIFYING EVENT PROGRAM

The Qualifying Event Program (QEP) is a temporary academic support framework that may be activated by the President (or designee) and the Faculty Senate chair (or designee) during extraordinary circumstances that disrupt students' ability to safely and reliably engage in coursework. QEP is designed to provide limited, structured academic flexibility during defined periods of disruption while preserving faculty authority, academic standards, and course integrity. The program applies only while formally activated.

When the QEP is active, students experiencing academic disruption may request supports through Student Care & Support. During an intake meeting, Student Care & Support will assess whether the student meets the threshold for QEP participation based on demonstrated academic impact. Staff do not document the underlying cause of disruption. QEP approval is term-specific and time-limited. Students must request supports each term in which QEP remains active.

QEP provides short-term flexibility in defined academic areas, including attendance, assessments, participation, and deadline flexibility. Approved students may seek reasonable alternative arrangements for coursework affected by the qualifying event during the active period. Examples may include adjusted due dates, rescheduled exams or presentations within a reasonable timeframe, or short-term alternative participation methods. QEP does not require remote instruction and does not require a fundamental alteration of course learning outcomes, grading standards, or essential academic requirements.

Students cannot receive the same LSS accommodation and QEP support; supports/accommodations do not "stack". For example, a student receiving flexible attendance through LSS cannot receive additional flexible attendance through QEP because the flex plan is the same. Students are still encouraged to reach out to Student Care and Support to receive connections to on- and off-campus supports. Student Care and Support cannot coordinate supports for student teaching or nursing clinicals.

Students approved for QEP are responsible for notifying instructors using the approved communication template and copying Student Care & Support. Students are expected to initiate communication before or as soon as reasonably possible when flexibility is needed and to work with instructors to determine appropriate arrangements within course parameters. Failure to follow established communication procedures may result in the loss of QEP supports.

To promote consistency and reduce case-by-case negotiation, faculty are encouraged to establish one course-level QEP flexibility plan per course during an active QEP period. The plan applies equally to all QEP-approved students enrolled in that course. Faculty retain full authority over course expectations, assessment formats, academic judgment, and the determination of what constitutes reasonable flexibility within the discipline.

Faculty who have already submitted a flexible attendance or deadline agreement to Learning Support Services (LSS) for a course do not need to submit a separate QEP plan for that same course.

If a course-level QEP flexibility plan is not submitted, the following default parameters apply during the active period: students may receive one additional absence beyond the syllabus policy, and assessments may be rescheduled within three business days of the original date, provided assessments can be proctored within that timeframe. Assignment due dates will be extended by 72 hours. These defaults are intended to provide baseline consistency across courses while maintaining faculty discretion regarding implementation within academic standards.

QEP supports remain in effect only for the duration of the activation period or the approved timeframe, whichever is shorter. Students requiring extended academic adjustment may consider other academic options available under institutional policy, including requesting an incomplete grade, taking a leave of absence, or withdrawing from a course (if the withdrawal deadline has not passed). The appropriateness of an incomplete grade remains at the discretion of the instructor. Student Care & Support administers intake, communication, and tracking for QEP and may assist with coordination if concerns arise. The President or designee may modify or conclude the activation of QEP as conditions warrant.

This policy establishes a structured institutional response during extraordinary circumstances, supports students in maintaining academic engagement, and protects the integrity and consistency of academic standards across the university.