



## Presidential Policy Memorandum No. 312

**To:** Virginia Tech Faculty, Staff, and Students

**From:** Timothy D. Sands

**Date:** July 1, 2020

**Subject:** **Special Authority Conferred to University Registrar During States of Emergency**

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The purpose of this Presidential Policy Memorandum is to confirm in writing special, time-limited authority granted to the University Registrar during periods when the university is operating under a state of emergency declared by the President of the University.

The President of Virginia Tech has the authority to declare a state of emergency for the university when warranted under exceptional circumstances. The President has exercised this authority rarely, as during the aftermath of the April 16, 2007, tragedy and subsequently the COVID-19 pandemic.

At such times, disruption of the academic calendar and/or mode of instruction coupled with the urgency of the situation may require immediate, short-term modifications to academic standards including the grading scale, which under normal circumstances would be approved through the university's system of shared governance. Among the responsibilities of the University Registrar is the implementation and evaluation of impartial standards and guidelines related to grading.

Accordingly, through this Presidential Policy Memorandum, the President of the University conveys formally to the University Registrar while a state of emergency is in effect the time-limited authority to create or refine academic standards and modify the grading scale, if necessary. Prior to implementation, any such changes and their duration must be reviewed and approved by the Provost, who is the university's chief academic officer, and the Faculty Senate Cabinet. The University Registrar must document any such changes and requisite approvals.

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