



Hello December!

As December begins and the Fall term comes to a close, thank you all for a wonderful term. We want to wish everyone Happy Holidays and a restful break! 🎁

Faculty Affairs Website



Student Evaluations

The Academic Affairs Department administers course evaluations across all Graziadio campuses and programs on a regular basis. The course evaluations ask students to reflect on course quality, pedagogy, instructor preparedness, and responsiveness.

Here are some quick highlights from our website about promoting student feedback!

- Use time in class to call attention to the course evaluations.
- Monitor the response rate throughout the survey window, which will be sent as an automated email.
- Let students know that you will use their feedback to make updates to the course.
- Offer incentives for students to encourage a broad and representative response.

[Learn More about Evaluations](#)





Important Dates

December

December 10 | End of Fall Semester

December 21 - January 2 | University
Closed

[Academic Calendar](#)

Grade Due Dates

December 17 | Grades Due

[LEARN MORE](#)

Submitting Final Grades in Wavenet

As the end of the term approaches, grades should be submitted into Wavenet by course deadlines (see above).

What if I cannot meet the grading deadline?

If, for any reason, you cannot meet the grading deadline, please communicate in advance! Send your request for an extension to [Dr. Abraham Park](#) and copy [Deborah Galuhn](#).

Please note: Extensions will not automatically be approved.

How to Enter Grades

Do you have a specific question? Feel free to contact me at

kaelani.medina@pepperdine.edu