

TBL POLICY – 2017-2018

Breakdown of TBL Grading: Based on student voting in the Orientation to TBL session on August 14, 2017:

- IRAT = 35%
- TRAT= 65%
- APPLICATION = 0%

Determination of Excused vs. Unexcused Absence: Attendance at all TBL sessions is mandatory. If a student is unable to attend a TBL session, he/she must email the absence email: UICOMP-absence@uicomp.uic.edu or contact the Preclinical Curriculum Secretary (kwyman@uic.edu) with the reason for the absence. An absence is determined to be excused/unexcused by the Office of Academic Affairs. Requests for excused absences should be made in advance when possible.

Reasons for an Excused Absence may include: (*All excused absences require documentation*)

- Documented personal illness or injury
- Personal emergencies of significant gravity (including but not limited to death, significant illness or injury of a close family or friend)
- Religious holiday

Activities to discuss in advance and prior to making plans to attend or participate:

- research presentation at conference, professional meeting, etc.
- participation as a student representative in College of Medicine programs, committees
- required attendance at College of Medicine courses and events
- student's own wedding or that of a family member; participation in the wedding of a non-family member
- required make-up examinations
- jury duty or court date

If an absence for a TBL session is considered excused, the student is responsible for arranging with the Preclinical Curriculum Secretary to take the Individual Readiness Assurance Test (IRAT). Normally, the IRAT must be completed no later than one week following the TBL session to receive credit. The student's grade for the TBL will be his/her IRAT score plus the group's score from the Team Readiness Assurance Test (TRAT). The student is responsible for all material covered in the session.

If an absence from a TBL session is considered unexcused, the student is responsible for arranging with the Preclinical Curriculum Secretary to take the Individual Readiness Assurance Test (IRAT). Normally, the IRAT must be completed no later than one week following the TBL session to receive credit. Scoring for an unexcused absence is as follows:

1. First unexcused absence:
 - a. The student's IRAT score will account for 100% of the IRAT and TRAT score. For example, if the make-up IRAT score equaled 100, the IRAT and TRAT would be 100.
2. Second unexcused absence:
 - a. The student's IRAT score will account for 65% of the IRAT and TRAT score. For example, if the makeup IRAT score equaled 100, the IRAT and TRAT would be 65.
3. Third and all subsequent unexcused absences:
 - a. The student's IRAT score will account for 35% of the IRAT and TRAT score. For example, if the makeup IRAT score equaled 100, the IRAT and TRAT would be 35.

TBL LATE Policy: Since the ultimate goal of a TBL session is for students to learn and contribute to the team, students are encouraged to go to the session even if they are arriving after the posted start time.

- A student who arrives late for the IRAT may still participate and receive any points gained within the remaining minutes allotted.
- A student who completely misses the IRAT and shows up late for the GRAT may still participate in the remaining minutes and receive the full amount of points gained by the group for the GRAT.
- A student who misses both the IRAT and the GRAT may still participate in the application exercise.