

The Chancellor:



Approved:

Signature

Date:

3/14/18

Signature of the Chancellor

~~additions in bold italic and deletions indicated by strikethrough~~

Changes suggested by Faculty Affairs Subcommittee: Sine Anahita, Jak Maier, Gordon Williams, and Aatur Chowdhury with General Counsel Rachel Plumlee and FY18 chair of the student grade appeals ad hoc committee Jim Arkell. Changes then vetted by Faculty Affairs Committee at its 11-8-17 meeting.

Rationale: to clarify and simplify the process while ensuring due process for both parties; to reduce the number of people on the hearing committee to increase efficiency and to ease scheduling difficulties; to lower the bureaucratic burden on students and the university by limiting the number of people who must be involved in the process; to align with BoR policy and ~~WAC regulation usually by adapting the specific language of the policies or regulations to ensure~~

II. Definitions

- A. A "grade" refers to final letter grades A, B, C, D, F, and Pass or Fail. The I (incomplete) and DF (deferred) designate a temporary grade, not a final grade, so these are not subject to appeal until they become final.
- B. There may be extenuating circumstances when the deadlines cannot be met due to illness or other situations over which the *parties or the university student* may have no control. In such a case, upon request from *either party or the university*, the student, the *deadlines may be extended*. dean/director, after review of supporting documentation *provided* by the student, may recommend to the grade appeals committee that the

deadlines be adjusted accordingly. At the discretion of the dean/director, an extension of

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

If the instructor was not aware of the contacted but course records are available the

department chair will *shall* effect resolution within 5 class days of notification by

5. A review committee will be appointed as follows:

who is represented through the current applicable collective bargaining agreements

~~dismiss on the validity~~ of the student's request. Grounds for dismissal of the request for review are:

1) A properly prepared formal appeal of the particular grade has already been denied.

2) The alleged actions of the instructor do not constitute arbitrary and capricious grading, as defined herein.

~~3) The request was made in violation of the applicable deadlines.~~

circumstances exist that would allow for the deadlines to be extended.

4) The student has not completed the informal procedures to resolve the grade conflict with the instructor.

5) In the event that the committee votes to dismiss the request, a written notice

d. Both the student and the instructor may be accompanied by a supporter an-advocate or representative. Supporters for the student or instructor may speak only at the discretion of the committee. Supporters shall not act as representatives.

e. Other matters of format will be announced in advance.

3) f. The proceedings will be recorded and the recordings will be stored with the campus conduct office.

4) g. The meeting hearing must be informal, non-confrontational and fact-finding, where both the student and instructor may provide additional relevant and useful information and can provide clarification of facts for materials previously submitted.

7. The committee will make its final decision of the committee will be made in private by a majority vote.

a. Actions which the committee can take if it accepts the student's allegation of arbitrary and capricious grading must be directed towards a fair and just resolution

and may include, but are not limited to, the following:

oversight provided by under the supervision of the department chair or other

~~c. h. A formal written report of the decision must shall be forwarded to the student~~

~~instructor department chair, dean, and registrar within five class days of the~~

meeting.

d. c. The decision of the committee is final.