

Attachment A-2
Faculty Senate Meeting
May 3, 2012

To: Executive Committee
CC: Marsha Dillon, Professor, Department of Geography
William Dillon, Professor, Department of Government
Todd Migliaccio, Chair, Academic Policies Committee (2012-2013)
John Williams, Student Conduct Coordinator
From: Kristin A. Van Gaasbeck, Chair, Academic Policies Committee (2011-2012)
Date: April 20, 2012 (Revised April 24, 2012 to submission to the Faculty Senate)
RE: Revisions to Grade Appeal Policy

Background

Academic Affairs and members of the grade appeals panels recommended several changes to the Grade Appeals Policy. The substantive changes to the policy are summarized below and all changes are noted in the attached revisions. On April 20, 2012, the Academic Policies Committee (hereafter, the Committee) recommended adoption of these revisions unanimously. While raising some concerns, the Associated Students Incorporate (ASI) also endorsed these revisions. The Committee hopes that its suggested revisions help to address those concerns raised by ASI.

The existing policy is available at:

<http://www.csus.edu/umannual/acad/Grade%20Appeal%20Policy.htm>

The Committee understands that there are a number of significant issues in the administration of the Grade Appeals Policy. The attached revisions address some of these issues and the Committee expects that substantive changes to the policy may be forthcoming in the next academic year. Some of these issues require further clarification regarding the faculty collective bargaining agreement and the practical implementation by those adjudicating in grade appeals panels. In the meantime, there was some urgency in considering the attached revisions to the policy to address some immediate concerns as outlined below.

In addition, members of the grade appeals panels and Academic Affairs have requested that the Committee include clear numbering and section headings in the Academic Dishonesty Policy, to facilitate citations when interested parties wish to refer to specific parts of that policy. The Committee agreed to take up this matter at its next meeting on May 4, 2012.

The Committee wishes to acknowledge and commend the work of Professor William Dillon and Professor Marsha Dillon in incorporating the numerous revisions into the existing Grade Appeals Policy. Their efforts helped to foster a productive and informed debate on revisions to policy. The Committee recognizes the difficult work of drafting policy language designed to meet the needs of a myriad of stakeholders and greatly appreciates their efforts.

Summary of Substantive Changes and Rationale

The revisions recommended by the Committee include the following substantive changes that were endorsed by the Associated Students Incorporated (ASI):

1. Earlier timeline for resolution of grade disputes informally

Since the policy necessitates informal discussion regarding the grade between the student and faculty, significant time may lapse before grade appeals reach the formal stage of being reviewed and considered by grade appeals panels. In practice, the time needed to adjudicate posed challenges for students wishing to register for appropriate classes in subsequent academic terms. The purpose of moving up the timeline for the informal process is that grade appeals might be resolved earlier in the term (informally or formally). The Committee believes it important to note that ASI indicated that this change benefits students. Also, the time allotted to students to prepare a formal grade appeals case is not affected by the earlier timeline. Students still have two weeks to prepare a formal grade appeals case for review.

2. Explicit inclusion of graduate coursework, even when a traditional letter grade is not assigned.

The graduate culminating experience is completed for credit (CR), no credit (NC), work in progress (RP), or pass/no pass. The existing policy language does not explicitly preclude grade appeals for these courses, but the revisions make explicit that grades in these courses may be appealed.

3. Broader discretion in the composition and number of grade appeal panels

The number of grade appeals may change significantly each semester, necessitating the establishing of additional grade appeal panels when the workload is particularly heavy. The existing language establishes three grade appeal panels. The revisions permit the establishment of *no fewer than* three grade appeal panels and allow Academic Affairs the option of establishing more than three panels when necessitated by workload. In addition, given the increase in the number of grade appeals from graduate students, the revised language encourages the participation by a larger number of graduate students, if possible.

4. Requirement that students provide a syllabus in the course

Members of the grade appeals panels have indicated that a syllabus is essential evidence in the deliberation of grade appeal cases.

Motion

FS 11/12-XX/APC/EX. Revisions to Grade Appeals Policy

The Faculty Senate recommends revisions to the Grade Appeals Policy as indicated in Attachment X.