STUDENT ACADEMIC APPEALS

Academic appeals generally involve such matters as appeal of grades granted by individual members of the faculty, or instances of perceived unfair treatment that a student believes may have negatively impacted his or her grade. To be considered, an appeal of a grade must be initiated within 30 days after a final grade is posted.

In order to guarantee fair and equitable consideration of student academic appeals, a student must first reduce an appeal to writing and discuss it with the faculty member whose actions gave rise to the appeal, in a good faith attempt to resolve any misunderstanding. If, after such discussion, the student is not satisfied with the result, he or she may appeal to the department chair.

After receiving an academic appeal of a grade, the department chair shall interview the student, the faculty member, and any witnesses; review the course syllabus and all graded assignments; and ascertain the facts of each case. Because the faculty member who issued the grade is in the best position to evaluate the performance of students enrolled in a course, the academic judgment used to determine the merits of the grade awarded shall not be subject to review. A department chair may request a faculty member reconsider a student's grade. A faculty member may decline to reconsider a student's grade; reconsider a grade and change it; or reconsider a grade and decide not to change it. There must be compelling evidence of unfair treatment for a department chair to change a grade, and this may be done only after a vote supporting that decision by faculty peers within the department.

The department chair shall issue a decision in writing to the student and the faculty member within a reasonable period of time, normally not to exceed 14 days. Either the student or the faculty member may appeal that decision to the dean of the school or college and, if not satisfied with the result, to the Vice President for Academic Affairs. Responses to these appeals shall be made in writing to the student and the faculty member within a reasonable period of time, normally not to exceed 14 days.