

# **Grade Appeals Committee by-laws**

## **MISSION**

The Grade Appeals Committee, which functions as the Grade Appeals Review Board, is the final arbiter of student grade appeals that cannot be settled by appeal to the instructor, department chair, or dean of the school in which the course was taken.

## **BY-LAWS**

### **Membership**

The Grade Appeals Committee shall be made up of five instructional faculty members: two from Arts and Sciences and one from each of the other three undergraduate schools.

### **Election of Members**

Nominations shall be solicited of the whole faculty, and the Faculty Senate shall elect the members of the committee from among those nominated. Members are elected for two-year, staggered terms. In even years, one member from Arts and Sciences, one member from Engineering and Technology and one member from Education and Professional Studies will be elected. In odd years, one member from Arts and Sciences and one member from Business will be elected.

### **Annual Report to the Faculty Senate**

Due to the highly confidential nature of its work, the Grade Appeals Committee's annual report shall contain the following:

- 1) the number of cases that the Committee heard during the academic year;
- 2) a list of suggestions of improvements to the Grade Appeals Policy, if desired;
- 3) advice, reminders and/or suggestions to students, faculty and administrators, if desired.