

# **GRADE APPEALS COMMITTEE**

## **FINAL REPORT FOR ACADEMIC YEAR 2010-2011**

Submitted by Carol A. Jones, Committee Chair

April 18, 2011

The Grade Appeals Committee, which functions as the Grade Appeals Review Board, decided eleven appeal cases during this academic year, seven in the fall and four in the spring semester. Due to the confidential nature of this Committee's responsibilities, no details from these cases nor the Committee's deliberations and final decisions can be reported.

The Committee reviewed its policy and bylaws and made recommendations for improvement to the Academic Standards Committee under whose aegis the Grade Appeals Committee functions.

The Committee makes the following suggestions to faculty and department chairs:

- 1) Faculty are requested to adopt a straightforward grading system for their courses that does not require a higher math degree to understand and to ensure that students are informed of their score/grade on each assignment by some tangible method (in writing or Blackboard Vista).
- 2) Faculty are advised to include clear policy statements on their syllabi with respect to:  
(i) late submissions of gradable work and makeup exams; (ii) class participation; and (iii), academic dishonesty penalties.
- 3) If a student believes that his/her work was unfairly assessed, the department chair is asked to investigate this and include the findings in a letter to the Committee.
- 4) Students are encouraged to follow the policy guidelines exactly and be sure to include all supporting documentation for their case.