

GRADE APPEALS REVIEW BOARD

CCSU



Central Connecticut State University

Date: April 26, 2024

To: Dr. Frederic Latour, President, CCSU Faculty Senate

Re: Annual Report for Academic Year 2023-2024

Dear Dr. Latour,

The Grade Appeals Committee, which functions as the Grade Appeals Review Board, reviewed zero (0) grade appeal cases during the Fall 2022 semester and one (1) grade appeal case thus far during the Spring 2024 semester ($N=1$). Due to the confidential nature of this Committee's responsibilities, no additional details regarding these cases, including the Committee's deliberations and final decisions, are able to be reported.

Sincerely,

Dr. Reginald W. Holt

Reginald W. Holt, Ph.D., LPC, NCC, MAC, AADC
Chair, Grade Appeals Review Board

CC: Dr. Patrick Foster, Grade Appeals Review Board Member
Dr. Gena Givens, Grade Appeals Review Board Member
Dr. Kris Larsen, Grade Appeals Review Board Member
Dr. Andrew Weinberger, Grade Appeals Review Board Member

RECOMMENDED CHANGES TO THE GRADE APPEALS POLICY

The Grade Appeals Committee recommends revising the [Grade Appeals Policy](#) to reflect the following changes:

1. Remove this language:

4) Fourth step: appeal to the Grade Appeals Review Board a) If the Dean upholds the instructor's grade, and the student wishes to further pursue the appeal, the student must inform the Dean of his/her intention to pursue the appeal within one week of receiving the Dean's written recommendation. b) If the student chooses to pursue the appeal, the Dean shall forward **five copies of the Appeal for Grade Change Packet**, (including all supporting documentation and a copy of the Department Chairperson's and Dean's forms and recommendations) to the chair of the Grade Appeals Review Board, within three business days.

2. Replace the above stricken language with the following:

4) Fourth step: appeal to the Grade Appeals Review Board a) If the Dean upholds the instructor's grade, and the student wishes to further pursue the appeal, the student must inform the Dean of his/her intention to pursue the appeal within one week of receiving the Dean's written recommendation. b) If the student chooses to pursue the appeal, the Dean shall forward **one electronic (PDF) copy** of the Appeal for Grade Change Packet, (including all supporting documentation and a copy of the Department Chairperson's and Dean's forms and recommendations) to the chair of the Grade Appeals Review Board, within three business days. **The Chair of the Grade Appeals Review Board will disseminate a copy via email to each member of the Grade Appeals Review Board.**

CHANGE TO THE CHAIR OF GRADE APPEALS COMMITTEE:

After serving three years as Chair of the Grade Appeals Review Board, Dr. Reginald W. Holt is choosing to step down from this role upon the conclusion of the Spring 2024 academic semester. Going forward, **Dr. Andrew Weinberger** will assume the role as **Chair of the Grade Appeals Review Board**.