Academic Affairs Committee

Form 1: Presentation Checklist

Grade Appeals Policy: CBA Language

Name: Sara Henson **Date**: 5/6/21

Department: Social Sciences/Human Development

COCC Contact Information: shenson@cocc.edu

PROPOSAL OVERVIEW

The COCC GPM, A-20-1 establishes a process for students to appeal a grade from a faculty member, including the appointment of a Grade Appeal Committee, which is appointed by the COCC Academic Affairs Committee.

This proposal is recommend that Academic Affairs change GPM Section A-20-1 to allow members of the bargaining unit to request a faculty forum representative to be present at the hearing, in accordance with State and Federal law. This does not represent a change in policy so much as a clear articulation previously existing component of labor law. (If approved by Academic Affairs, the requested edits to the GPM would then be put forward to the College Affairs Committee.)

The recommendation is as follows:
GPM Section A-20-1
Grade Appeals Committee: The Grade Appeal Committee will consist of three full-time faculty members, one of whom is also a department chair. The members will be appointed by the Academic Affairs Committee, which will also appoint the chair fo the Grade Appeal Committee. To maintain the confidentiality of the hearing, only the Vice President for Instruction, Committee members, the instructor, and the student may be present at the proceedings. Members of the Bargaining Unit, as defined by the CBA, may also request a Faculty Forum representative be present in accordance with federal labor law. If a Committee member is unable to serve, perhaps due to a conflict of interest, the Vice President will appoint a substiute for that particular case. Committee members must be present at all hearings in order to vote following deliberations.

TYPE OF AGENDA ITEM

- ☐ Information Item (requires approval of AA Chair)
- ☐ Action Item
  - ☐ Information and committee feedback
  - ☐ Procedure—revision (Attach current procedure with proposed changes illustrated with track changes)
  - ☐ Procedure—new
    Identify suggested location in *GPM*: _____
  - ☒ Policy—revision (Attach current policy with proposed changes illustrated with track changes)
  - ☐ Policy—new
    Identify suggested location in *GPM*:_____
  - ☐ New academic program (Complete only items #1 and #2 on this form and attach stage 2 document.)
  - ☐ Other:_____

BUDGET

None

INSTRUCTIONAL REQUIREMENTS

None

OPERATIONAL NEEDS, CURRENT AND FUTURE

None

STUDENT IMPACT

None

ANTICIPATED IMPLEMENTATION TIMELINE

In accordance with GPM publication timeline