

## Proposed Revision to Franklin College Article V: Student Grade Appeals

### Section I. Grounds for Appeal

~~1. A student may appeal a grade if, and only if, he or she is able to demonstrate that the grade was based on factors other than a fair assessment of the student's academic performance in the course.~~

### REVISION

1. A primary criterion for a successful grade appeal is the demonstration that the grade was based on factors other than a fair assessment of the student's academic performance in the course.

2. The standards by which grades are assigned, the number and relative weight of assignments on which grades are based, and decisions to allow students to make up or retake missed examinations or assignments are not grounds for appeal.

### Section II. Appeals at the Department Level

1. A student seeking a grade change must first discuss the situation with the course instructor. If the instructor declines to change the grade, the student may file an appeal with the Department Head, ~~provided the conditions in section I are met.~~

2. To initiate an appeal, the student must submit to the Department Head a written petition that describes the grounds for his or her objection to the assigned grade. The Department Head ~~shall~~ **may** either:

- i. review the appeal, meet with the student, and talk with the instructor, then provide a written decision to the student and the instructor

OR

- ii. assign the grade appeal to a committee. The instructor who assigned the grade in question is not eligible to serve on this committee.

3. ~~The departmental appeal~~ **If the Department Head assigns the grade appeal to a committee, the review** shall be conducted in accordance with the following guidelines.

- i. Both the student and the instructor will be afforded the opportunity to address the committee.

- ii. If oral presentations are made, the committee shall meet separately with the student and the instructor.

- iii. The student may have an advisor present at the committee. However, the advisor may not address the committee.

- iv. The departmental committee shall decide the appeal by majority vote.

- v. The committee shall submit their decision in writing to the Department Head. The Department Head shall furnish copies of the committee's written decision to the student and the instructor.

- vi. If the committee rules in favor of the student, the instructor may file an appeal with the Academic Standards Committee within 30 days after receiving the committee's decision. The request for an appeal shall be made in writing, care of the Dean's office, and the instructor shall furnish a copy to the Department Head. If the instructor declines to appeal the decision, or does not file an appeal within 30 days, the Department Head shall submit the grade change to the ~~Dean's office~~ **Registrar's**

Office, ~~along with a~~ and submit a copy of the departmental committee's written decision to the Dean's Office. If the instructor appeals the committee's decision within the 30-day period, the Department Head shall not submit the grade change, and shall inform the student that the instructor has filed an appeal.

vii. If the committee rules in favor of the instructor, the student may file an appeal with the Academic Standards Committee, within 30 days after receiving the committee's decision. The request for an appeal shall be made in writing, care of the Dean's office, and the Dean's office shall furnish a copy to the Department Head. The Department Head shall then inform the instructor that the student has filed an appeal.