

Florida Atlantic University

Regulation 4.002

Student Academic Grievance Procedures for Grade Reviews

(1) POLICY.

Faculty have a fundamental right to assess student performance. Faculty exercise professional judgment in determining how to assess student performance, based on standards in their departments or disciplines and on their own expectations for student achievement. A student may request a review of the final course grade, as described below, only when the student believes that one or more of the following conditions apply:

with the chair/director. The chair/director will attempt to mediate the grade review, unless the chair/director determines that the review is without merit. The chair/director will provide the student, the instructor, and the dean of the college administering the course a summary of findings.

Step 3. Appeal to the dean.

A student who is not satisfied with the results of the conference may appeal to the dean of the college administering the course. The written appeal must be received by the dean within five (5) business days of receipt of the chair/director's findings. The dean (or designee) will review the written appeal, supporting evidence, and statements from the instructor and chair/director. Unless the dean (or designee) determines that the appeal is without merit, the dean (or designee) will convene a Faculty Committee ("Committee") within ten (10) business days of receipt of the student's appeal. The Committee will be composed of the dean (or designee), who will serve as Committee chair, and three faculty members, at least two of whom must be from the department/school in which the course was taught. The Committee chair will direct the hearing and maintain the minutes and all records of the appeal hearing, which will not be transcribed or recorded. The hearing is an educational activity subject to student privacy laws/regulations, and the strict rules of evidence do not apply. The student and instructor may attend the meeting and present testimony and documents on their behalf. The student may choose to be accompanied by a single advisor, but the advisor may not speak at the hearing. Additional witnesses may be permitted to speak at the dean's (or designee's) discretion and only if relevant and helpful to the Committee. The Committee will deliberate and prepare a summary of findings. The Committee chair will discuss the case with the instructor and inform the student in writing of Committee findings and the instructor's response.

Step 4. Appeal to the provost (or designee).

A student who is not satisfied with the result of the appeal to the dean may request an appeal of the instructor's action to the University Provost (or designee). The written appeal must include relevant supporting documentation. The appeal must be filed within five (5) business days of receipt of the dean's (or designee's) notification. The University Provost (or designee) will determine that (a) no action is required; (b) the course and grade will be expunged from the record and the student's fees for the course refunded; (c) the course and grade will be expunged and substituted with a new section of the same course with a grade determined by the Provost in consultation with the Faculty Committee and other experts in the field, as appropriate; or (d) the grade issue be returned to the Faculty Committee for reconsideration or clarification of findings. The Provost will notify the student, dean, and instructor in writing of any action. This decision