Joint Statement of the Academic Affairs Committee and the Student Affairs Committee Regarding the Proper Use and Overlap of the CBT Grade Appeals Policy and Process and the Procedures and Sanctions for Academic Integrity

October 18, 2018

Members from the Academic Affairs Committee joined the group to discuss the two policies under review: the CBT Grade Appeals Policy and Process and the Procedures and Sanctions for Academic Integrity. Dean Burkink, in an earlier email with Michelle Fleig-Palmer and Becky Hermance, clarified that he would like the Committee to:

a. review the CBT Grade Appeals Policy and Process to clarify an understanding of when it should be used, i.e., under what circumstances, and
b. clarify the interplay between the CBT Grade Appeals Policy and Process and the Procedures and Sanctions for Academic Integrity.

Dr. Burkink asked the Committees for a statement indicating under what circumstances each policy should be employed.

During a joint meeting of the two committees, the group identified two factors that determine which policy should be used: 1) when the complaint is filed, and 2) by whom it is filed. The CBT Grade Appeals Policy and Process will always be filed by the student and always after the final grade is assigned. The Procedures and Sanctions for Academic Integrity will always be filed by faculty and always before the final grade is assigned. The only possible overlap between the policies that the committee members could identify is when a faculty member is accused of capricious and prejudicial behavior in their punishment of academic dishonesty. It was generally agreed that the likelihood of this happening is very low.
The confusion over the policies reinforces the need for faculty training and guidance.

The rare overlap of the two policies would occur when faculty acts in a capricious or prejudicial manner when punishing a student for academic dishonesty.

CBT Grade Appeals Policy:
- Initiated by student
- Final grade assigned

Academic Integrity Procedures:
- Initiated by faculty
- Final grade not assigned