

Policy Title:	Academic Standards – Grading Grievance Policy
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Governing Body:	Southern Oregon University	Policy Number:	AAD.052 (573-095)
Policy Contact:	Provost	Date Revised:	August 2016
Custodial Office:	Academic Affairs	Date Approved:	August 2016
Approved By:	President	Next Review:	August 2019
Related Policy:			

Revision History

Revision Number:	Change:	Date:
-	Initial version	January 2005
1	Revision	August 2016

A. Purpose

Division 95, 573-095-0000 Purpose

Southern Oregon University (SOU) adopts this rule to administer grading grievances.

B. Policy Statement

A. Division 95, 573-095-0005 Academic Standards

1. The maintenance of academic standards is a joint responsibility of the students and the faculty at SOU. Freedom to teach and freedom to learn are dependent upon individual and collective conduct to permit the pursuit and exchange of knowledge and opinion. Faculty have the responsibility to create an atmosphere in which students may display their knowledge. This atmosphere includes an orderly testing room and sufficient safeguards to inhibit dishonesty. Students have the responsibility to rely on their own knowledge and resources in the evaluation process.

(a) Academic dishonesty is defined as cheating, plagiarism or otherwise obtaining grades under false pretenses;

(b) Plagiarism is defined as knowingly submitting the language, ideas, thoughts or work of another author as one's original work, or allowing one's work to be used in this fashion;

(c) Cheating is defined as:

(A) Using unauthorized information during an examination verbally, visually or by unauthorized notes, books and other materials;

(B) Obtaining or providing information concerning an examination in advance of that examination;

(C) Taking an examination for another student or arranging to have someone else take an examination for you;

(D) Altering or changing:

(i) Test answers after that test has been submitted for grading;

(ii) Grades after the grades have been awarded; or

(iii) Other academic records, after those records have become official.

(d) Procedures: The faculty member who suspects a student of academic dishonesty should confront the student with the accusation. In the event that the student disputes the allegation of academic dishonesty, then the incident should always be referred to the chief academic affairs officer or designee. The academic decision should then be deferred pending a finding on the allegation. If the student admits to the misconduct, then one or more of the following sanctions will be imposed by the instructor.

(A) Academic:

(i) Administratively withdraw the student from class. This action must have the approval of the chief academic affairs officer or designee and is subject to appeal through Grievance Procedures in SOU policy FAD.066, Model Rules of Procedure Applicable to Contested Cases;

(ii) Award a failing mark on the test or paper; or

(iii) Require the student to take another test or resubmit the paper.

(iv) The academic sanctions described above may be employed alone, or in concert with disciplinary procedures. Refer to policies AAD.044 (580-022) and SAD.015 (573-076).

(B) Disciplinary: The faculty member may refer the incident to the chief student affairs officer or designee where the disciplinary process will be followed to determine what, if any, disciplinary sanction is appropriate.

(C) Faculty will notify the chief student affairs officer or designee of academic action taken so a record can be maintained.

B. Division 95, 573-095-0010 Regulation

1. This policy provides a process whereby a student may grieve the process for determining a grade.

2. A student may attempt an informal resolution to a grading grievance. The student shall follow whatever procedure has been established by the division that sponsored the class.

3. If a student chooses not to resolve the dispute informally, or if attempted informal resolution is unsatisfactory, the student may file a grading grievance with the Academic Appeals Committee (AAC). The grievance must be in writing and may include supporting documentation such as the class syllabus.

4. The AAC shall consist of 5 members, at least 3 of whom shall be teaching faculty. These members will come from the existing Academic Standards Committee. One member may be a student and will be appointed by the Office of the Provost.

5. The AAC will convene a meeting and invite the student and the instructor. Each side will have a chance to present their side.

6. The AAC will consider the written grievance, the statements made by both parties and any other related information to reach a decision.

7. The student may grieve the process used to arrive at a grade, but may not grieve the grade itself. The AAC will not determine if a grade is justified by the quality of the work submitted by the student. Rather, the AAC will determine whether the process used to determine the grade was flawed.

8. The AAC will render a decision within 10 days of the grievance meeting. Their decision is final.

This policy may be revised at any time without notice. All revisions supersede prior policy and are effective immediately upon approval.

C. Policy Consultation

Revisions to the text of the policy were posted for campus comment on August 24, 2016.

D. Other Information

The Policy Contact, defined above, will write and maintain the procedures related to this policy and these procedures will be made available within the Custodial Office.