STUDENT ACADEMIC APPELLATE COMMITTEE
MINUTES
AUGUST 20, 2002

Members Present: Tom Durham (chair), Frances Eason, Amy Frank, Elizabeth Layman, Jan Lewis, Janice Neil, Doug Schneider, Jonathan Wacker, Matthew Wiberg, George Williams

Members Absent: Pat Dunn, Linda Wolfe

Guests: Angela Anderson, Amy Bissette, Dorothy Muller, Maryann Jenkins

Chair Tom Durham called the meeting to order at 2:00 p.m. The committee considered 31 readmission appeals. The committee voted to grant the appeals in four cases. The committee denied a request from a student who grade-replaced a D with an F and wanted to have the initial grade reinstated. The committee granted a request from the Interim Chair of the Department of Mathematics to give an additional grade replacement to everyone in a specific summer session class. In addition, Dr. Durham will send a letter to the Department Chair and Dean expressing the committee’s concern with the situation that gave rise to this request.

Late grade replacement requests are still presenting a problem. Dr. Muller suggested that the committee take action to initiate a change in the language used in the current grade replacement policy. She proposed that the word **MUST** be changed to **SHOULD** in the following two sentences in the current grade replacement policy (Undergraduate Catalog 2002-2003, p. 53):

> To replace a grade, the student **must** request a grade replacement on the on-line registration form, the schedule change form, or the grade replacement form; register for the course during the registration period; and submit the form to the Office of the Registrar or the Office of Undergraduate Studies. To implement the policy, the form **must** be submitted no later than the last day of classes of the semester in which the student retakes the course.

If the language is changed, the Office of Undergraduate Studies will accept grade replacement requests no matter when they are made during a student’s enrollment at ECU, so long as all the other conditions for use of a grade replacement are met. The committee voted to request that the Faculty Senate Committee on Admission & Retention Policies approve this proposed change to the grade replacement policy as soon as possible and take the matter to the full Faculty Senate. The committee also recommended that the policy change be made retroactive. All pending grade replacement requests that would be affected by the proposed change were tabled pending review of the policy by the Committee on Admission & Retention Policies and the Faculty Senate.

The committee then heard from parties involved in an athletic grant-in-aid appeal. The committee listened to the parties’ statements, questioned both parties, and reviewed documents submitted by the parties. After deliberation, the committee voted to deny the appeal.

The organizational meeting for the 2002-2003 Student Academic Appellate Committee will be Wednesday, Sept. 4, 2002 at 3:00 in the Rawl Annex Building, Room 142.

There being no further business, the meeting was adjourned at 5:30 p.m.

Respectfully submitted,

Jan Lewis, Secretary