

# Summary of Academic Standards Changes

Ouachita Baptist University

October 18, 2016

The faculty **approved** these academic standards changes at a called faculty meeting on October 18, 2016.

| <b>Grade Appeal Policy</b> | <p><b>Proposed Change</b></p> <p>Add a grade appeal policy statement to the Academic Information section of the residential and Ouachita Online catalogs, following the paragraph on “Academic Appeals” (see p. 33 of the 2016-17 General Catalog).</p> <p>Add a grade appeal policy statement to the Academic Information section of the OBU at NLC catalog, following the paragraph on “Academic Appeals.”</p> <p><b>Rationale for Change</b></p> <p>We currently have an unwritten procedure for addressing grade appeals, but the procedure is not stated in any of our official documents. The proposed policy follows current procedure but adds a final level of appeal to a faculty subcommittee.</p> <p>Both the Higher Learning Commission and federal regulations require universities to provide a clear process for receiving complaints and grievances from students and other constituencies. Furthermore, the Arkansas Department of Higher Education requires all universities with distance education programs who apply for participation in the State Authorization Reciprocity Agreement (SARA) to verify that they have a procedure for handling grievances from students enrolled in distance education courses.</p> <p>We are in the process of developing a broader Complaint Policy that will adequately address these regulatory requirements. In doing so, we have determined that a written grade appeal process is needed.</p> <p><b>Catalog Entry – Residential and Ouachita Online Catalogs</b></p> <p>Grade Appeals</p> <p>A final grade assigned in a course may be challenged by the student through Monday of the tenth week of classes of the next full semester. A formal grade appeal will not be considered until the student has first informally communicated with the instructor. If informal communication has not resolved the issue, the</p> |
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student may submit in writing an appeal first to the instructor, then, in sequence, to the department chair, dean, and vice president for academic affairs. If the appeal is denied at each level of review, the student may submit a final written appeal to the University Registrar, who will convene a three-person subcommittee of the Curriculum and Academic Standards Committee to consider the appeal. This subcommittee will not include any member previously involved in the appeal. The results of this subcommittee's decision are final.

### **Catalog Entry – OBU at NLC Catalog**

#### **Grade Appeals**

A final grade assigned in a course may be challenged by the student through Monday of the tenth week of classes of the next full semester. A formal grade appeal will not be considered until the student has first informally communicated with the instructor. If informal communication has not resolved the issue, the student may submit in writing an appeal first to the instructor, then, in sequence, to the director of OBU at NLC and the vice president for academic affairs. If the appeal is denied at each level of review, the student may submit a final written appeal to the University Registrar, who will convene a three-person subcommittee of the Curriculum and Academic Standards Committee to consider the appeal. This subcommittee will not include any member previously involved in the appeal. The results of this subcommittee's decision are final.