

Academic Standards and Assessment Committee November Meeting Minutes

Meeting Date: Nov. 3, 2022, 12:50 – 2:15 p.m.

Meeting called by: Susanne Bentley, committee chair

Meeting format: Zoom

Attendees: Vice Chair Dean Straight, Eric Andersen, Staci Warnert, Daniel Murphree, Stephanie Davis, Jinho Jung, Glen Tenney, Ethan Hawkley, and Yvonne Naungayan

Additional Attendees for Grade Appeal Hearing: A student, the student's parent, an instructor, and a department chair

Call to order: Chair Bentley called the meeting to order at 12:50 p.m.

Discussion and Action Items:

Item 1: The committee discussed the procedure for the grade appeal hearing that would take place at 1 p.m.

Item 2: Chair Bentley called the grade appeal hearing to order at 1 p.m. and explained the procedure to the attendees. The student presented information requesting a grade change. Next, the instructor presented information, and the department chair presented information. Several committee members questioned the grade appeal hearing attendees to clarify the information they presented.

The grade appeal hearing attendees left the meeting after the presentations, and the committee deliberated and arrived at a unanimous decision regarding the grade appeal outcome.

Item 3: Chair Bentley will send the student a letter stating the grade appeal hearing decision. Dean Straight proposed language to add to the letter, and Staci Warnert seconded. The committee voted unanimously to approve the language in the letter.

Motion to adjourn: Ethan Hawkley moved to adjourn and Yvonne Naungayan seconded. The meeting adjourned at 2:15 p.m.

Respectfully submitted by Susanne Bentley, November 7, 2022