

SCHOOL OF LIBERAL ARTS ACADEMIC AFFAIRS COMMITTEE

YEAR-END REPORT – 2012–2013

Submitted on May 20, 2013

Submitted by Chad Carmichael, Chair

Members

Chad Carmichael (Chair), Philosophy

Daniela Schuvaks Katz, World Languages and Cultures

Jan DeWester, Communication Studies

Carol Brooks Gardner, Sociology

Elizabeth Monroe, History

Daniela Kostroun, History

Gina Sanchez Gibau, Associate Dean of Student Affairs (non-voting)

Meetings

September 20, 2012

November 30, 2012 (via email)

March 25, 2013

Responsibilities of Committee Members

1. Review petitions before meeting time;
2. Attend all meetings;
3. Discuss and vote on petitions during meetings;
4. Determine concerns of faculty, students, and the Committee;
5. Develop talking points and/or proposals for solutions to concerns to be sent to the

SLA Faculty Assembly;

6. Be available for immediate e-mail consultations on urgent petitions;
7. Serve on the academic misconduct appeal board when requested.

Responsibilities of Chair

1. Keep in close touch with the SLA Dean of Students;
2. Call for and direct committee meetings;
3. Facilitate discussion and decision making at meetings;
4. Communicate with committee members when necessary;
5. Review and sign letters to students concerning results of their petitions (letters are prepared by the SLA Dean of Students Office);
6. Arrange for academic misconduct appeal board when requested;
7. Write thank you notes to members of the committee at end of the year;
8. Write the end of the year report.

Petitions

In 2013-2014 the SLA Academic Affairs Committee reviewed 14 student petitions. Thirteen of which were student-initiated grade change petitions: 1 of which was approved, and 12 of which were denied.

Of the 13 student petitions mentioned above, there were two cases in which students petitioned for a grade change and the committee delayed their cases in lieu of the request for the students to provide additional materials in support of their cases. In the end, with one student not providing additional materials and one not providing sufficient materials, both cases were denied.

Additionally, the committee adjudicated one case in which a student appealed the accusation of academic misconduct. The student did not believe that they be penalized for the use of the materials that a fellow classmate provided as aid for the assignment of which the alleged academic misconduct occurred. The evidence presented clearly indicated that the materials provided by the classmate were copied by the student. The committee thus denied the student's appeal.

Finally, the committee convened (and two committee members served on) an appeal board for an academic misconduct hearing on 4/30/2013. A separate report, submitted to the SLA Student affairs office on 5/3/2013, details the events of this hearing.

All decisions were made with full committee approval.

Thank you

Finally, the Committee offers great thanks to Gina Gibau, Amy Jones, Marcia Rolfingsmeyer , and Angela Fetting, whose guidance and organization has helped the committee function effectively. And, as chair, I wish to express my sincere appreciation to all members of the Committee for their service to our students and faculty.