

Student Grade Appeals Policy

IV. Membership

A. Committee Structure

Membership of the Student Grade Appeals Committee (SGAC) shall consist of:

- Three student members (two undergraduate, one graduate) ~~and three student alternates~~ to be named under procedures established by the Associated Students Incorporated. Student members serving on this committee must be regular students in good standing, as determined under the same regulations imposed for Associated Student council members. Student alternates may be named as needed; see section IV.E.
- Four faculty members and four faculty member alternates selected by the Academic Senate. All faculty members of the committee and all of the faculty alternates must hold tenured appointments.
- The Chair shall be elected yearly from the faculty membership of the committee.

B. Chair's Duties

The Chair is non-voting except in cases of a tied vote. The Chair shall be the administrative officer of the committee. The duties of the office shall include arranging for appropriate times and places of committee meetings and hearings; informing committee members of the ~~times and places of~~ committee's standing meeting time and place and the time and place of s-anyd hearings; informing in writing all interested parties of the times and places of committee meetings or hearings which they are requested to attend and supplying them with a statement of alleged grievances; informing all other interested parties that an appeal is pending; securing and distributing to the committee written material appropriate for its consideration; arranging for the recording of committee proceedings; maintaining committee records; and informing in writing all interested parties of the recommendations of the committee.

C. Service of Alternates

Alternates shall be called upon as necessary to fill permanent or temporary vacancies (see section IV ~~EC~~, "Vacancies."). Alternates shall serve on the committee as full voting members for grade appeal grievances.

D. Terms of Service and Continuation

The term of service on the Student Grade Appeals Committee shall run from June 1 to May 31. All faculty committee members/ alternates shall serve two--year staggered terms, from June to May. All; ~~except for~~ student members ~~who~~ shall serve one year terms. Committee members may serve consecutive terms of service.

The members who begin hearing an appeal shall continue as a panel for that appeal until it reaches resolution, unless a member is unable to continue or is no longer eligible to serve. In the event that a particular grade appeal extends beyond May 31, the members hearing that particular grade appeal shall continue with that appeal until the committee's decision is rendered.

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E. Vacancies

1. Permanent vacancies - When a permanent vacancy on the committee occurs mid-term, the Chair of the committee shall request a replacement by one of the faculty alternates from the same constituency ~~(students or faculty)~~ as the original member or, in the case of students, through an appointment made by ASI. The replacement shall have full voting rights for the remaining term of office of the original committee member.

2. Temporary vacancies - If a member of the committee is from the same immediate department or program or has a close personal relationship with the student making the appeal, that member shall not participate in the appeal process for that specific grievance. When, for good cause, a committee member cannot consider a particular grade appeal, or if the committee identifies a conflict of interest, an alternate, with full voting rights, shall be appointed to serve in his/her place for the specific grievance. In addition, the student appellant shall have the right to have one member of the committee replaced with an alternate member for any reason within two academic days prior to the committee's first review of the appeal. An alternate faculty member shall be selected by the Chair of the committee. An alternate student member shall be appointed by ASI. ~~The Chair of the committee shall request a temporary replacement by one of the alternates of the same constituency as the original member. In addition, a student shall have the right to have one member of the committee replaced with an alternate member for any reason within two calendar days prior to the committee's first review of the appeal. The alternate member shall be selected by the Chair of the committee.~~

F. Quorum and Voting

The quorum for policy matters and organization meetings of the grade appeals committee shall be two-thirds of the committee, including at least one student member or alternate student member. The SGAC majority for grade appeals shall require at least two faculty members voting in the majority employing distinct ballot forms for faculty and student members. Only members of the committee who have reviewed the documents submitted and heard all testimony elicited during the hearing on a grade appeal may vote on the grade appeal. Alternates do not vote on grade appeals unless taking the place of the primary member representing their decision.

1 **Policy on Required Earned Units to Enroll**
2 **in Upper-Division General Education Courses (UDGE)**
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5 **Definition:** Specifies number of earned units required for students to enroll in UDGE
6 courses.
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8 **Authority:** Executive Order 1033
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10 **Scope:** All ~~baccalaureate students~~ at California State University, San Marcos
11 (CSUSM) undergraduate students effective with the 2010 Spring
12 semester.
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14 **Policy**
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16 In order to satisfy any UDGE requirement (BB, CC, DD) by taking an UDGE course, a
17 student must have earned at least 60 units towards their first bachelor's degree **at CSUSM**
18 prior to taking that course.
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20 ~~CSUSM students are required to have earned 60 units towards a bachelor's degree in a~~
21 ~~previous semester before they are permitted to earn UDGE credit for any upper division~~
22 ~~general education requirement (BB, CC, DD.)~~
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24 | ~~B. This policy is to be implemented as of the 2010 Spring semester.~~

ACADEMIC SENATE EXECUTIVE COMMITTEE

**Composition and Charge for the Study Group to Explore
Army Reserve Officers' Training Corps (ROTC) at CSUSM**

Composition:

Veteran's Coordinator from Student Affairs
AVP Academic Programs
Provost's appointee
AS Chair's appointee
3 additional faculty (NEAC call)

Charge:

Based on "Resolution Urging the Creation of a Study Group to Explore Army Reserve Officers' Training Corps (ROTC) at CSUSM," passed by the Executive Committee on April 23, 2008.

Look into issues surrounding for-credit, CSUSM-based Army ROTC courses:

- University Curriculum Committee's questions about how to treat the courses proposed since, while they are not part of a minor or major program, they are clearly a defined sequence of courses which lead to a professional goal
- Benefits of Army ROTC training and about the opportunities a CSUSM-based Army ROTC program will provide for many CSUSM students
- Concerns about whether the presence of Army ROTC on campus would conflict with CSUSM statements on non-discrimination
- Resource implications that such program offerings might entail

Engage the CSUSM community in a civil and wide-ranging discussion of this issue

Deliver a report of findings and recommendations on for-credit, CSUSM-based ROTC courses to Executive Committee no later than January 26, 2009.

Appointed to the committee:

Vicki Hernandez, Veteran's Coordinator-SA
David Barsky, AVP-Academic Programs
Patty Seleski, Senate chair's appointee
Don Barrett
Moses Ochanji
Linda Pershing