

Student Academic Support, Academic Affairs
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MEMORANDUM

Code: AA-2010-07

Date: April 15, 2010

To: Provosts/Vice Presidents for Academic Affairs
Vice Presidents for Student Affairs

From: Allison G. Jones 
Assistant Vice Chancellor

Subject: Student Representation on Academic Appeals Committees and the Reporting of Academic Appeals Activities

The last two CSU Audits of Student Records and Registration (Audit Reports 99-23 and 08-35) have included findings to the effect that not all campuses were/are in compliance with CSU policy (Executive Order 1037 and its predecessors) requiring:

- Student membership on committees, which hear academic appeals (Section D, Grade Appeals, sub-section 5); and/or
- Annual reporting of “the number and disposition of all cases heard” to campus presidents and faculty senates (Section D, Grade Appeals, sub-section 13)

In an effort to assure improved compliance with CSU policy, campuses are requested to provide to the Office of the Chancellor copies of the reports mentioned in item 2 above. Please provide copies of these documents to the Student Academic Support unit of Academic Affairs no later than June 1 of each college year.

Questions about this request and requirement may be referred to me at (562) 951-4744 or ajones@calstate.edu.

AGJ/jcb

c: CSU Presidents
Dr. Jeri Echeverria
Dr. James Blackburn
Mr. Jim Usher
Directors of Admissions and Records
State University Registrars

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