

Academic Standards Bylaws

1. Mission

The Academic Standards Committee adjudicates issues involving academic sanctions concerning students. The committee reviews student appeals involving academic dishonesty and academic status after students have attempted initial channels of appeals (professor, chair, dean). The committee may also review and make recommendations for policy changes in these areas.

2. Membership and Organization

The Academic Standards Committee is a subcommittee of the Curriculum Committee that meets as needed to rule on academic appeals. The voting body consists of three faculty representatives (appointed by the Curriculum Committee), the Registrar, and one additional faculty member appointed by Faculty Senate.

A member's term of office shall be two years (renewable). Membership is limited to four consecutive years, with at least two years between terms of additional service.

The Academic Standards Committee will elect a chair from the committee members. The Faculty Senate representative will not be eligible to serve as chair. The chair's term shall be one year (renewable).

3. Operations

The chair oversees the procedures of the Academic Standards Committee and ensures the policies and procedures established by the College are followed.

The chair receives academic appeals from students and communicates with students, faculty, chair, dean, advisors, and others as needed through the appeal process. The chair follows established policies regarding communication with students.

The chair orients new committee members and ensures all committee members know and understand academic standards and policies.

The chair calls the committee to session as needed to discuss and vote on appeals. Appeals may also be voted on via email, so long as a Kuali form or other trackable form is utilized for all appeals and final decisions.

The chair acts as liaison between the Curriculum Committee and Academic Standards Committee, bringing necessary topics (such as revision of policies or procedures) to both committees' attention as necessary.

The chair reports on decisions of all appeals and reports of academic honesty violations to the Dean of Students, who will include them as record in the current Snow College tracking system (Maxient, for example).

4. Powers of the Members

Each member of the committee will have one vote on motions. A motion passed by a majority of the members of the committee or those present will constitute final decisions of appeals (with at least 4 votes required to pass a motion). The committee will keep a membership of five to avoid split votes.

5. Duties of the Committee

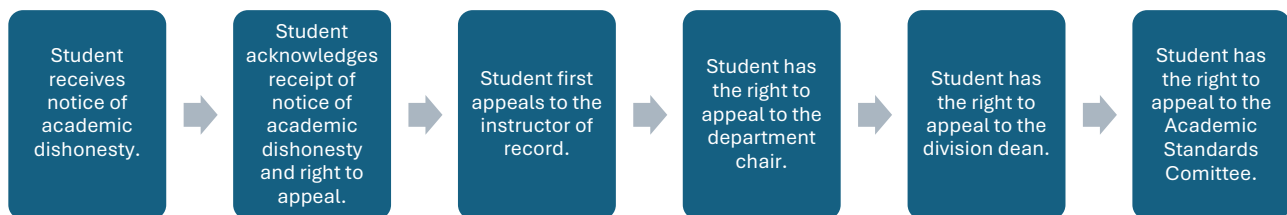
To ensure academic standards and policies are equitably applied to students, the Standards Committee carries out the following duties:

- The committee knows and understands academic standards and policies.
- The committee may make suggestions to the Curriculum Committee on revisions of academic standards and policies.
- The committee oversees and investigates appeals submitted by students after all proper channels have been followed (professor, chair, dean).

6. Appeals

Processes for appeals are found in the Curriculum Committee governing documents, in the current catalog, and on the Snow College website.

The committee should understand the student appeals process and ensure students have followed all appeal requirements prior to applying for appeal to the Academic Standards Committee.



The committee will email and mail the student the decision of the committee regarding the appeal.