

North Hennepin Community College

Policy/Procedure Information

Number: 3.57

Name: Grade Appeal Policy

Author: Policy Committee

Custodian: Policy Committee

Effective Date: January 11, 2016

Next Review Date: AY2020–2021

Regulatory Authority:

- MnSCU Board Policy 3.8 – Student Complaints and Grievances Policy
 - <http://www.mnscu.edu/board/policy/308.html>
 - MnSCU Board Procedure 3.8.1 – Student Complaints and Grievances Procedure
 - <http://www.mnscu.edu/board/procedure/308p1.html>
-

Part 1. Policy Purpose

The Academic Grade Appeal Policy provides the student the right to a final grade review in the event he/she believes that a final course grade was calculated in error, in a manner inconsistent with the stated course grading policy or faculty conduct with regard to grade determination was inconsistent with contractual responsibilities, NHCC Policies, and/or MnSCU Board Policies.

Part 2. Scope

The grade appeal process may not challenge the faculty member's grading standard. Faculty have the right to establish individual standards and approaches to grading consistent with the principles of their discipline and academic freedom. The grade appeal process is not intended to grade or re-grade individual assignments or projects, but rather to determine if the final grade was assigned in an accurate or consistent manner. Individual faculty members are responsible for assigning grades; the college is responsible for recording and maintaining an official record of assigned grades.

Circumstances that warrant correction of assigned grades include:

1. Consultation revealed a calculation error occurred, and the faculty member is unwilling to change the grade.
2. Consultation revealed the grade was inconsistent with the written grading standards for the course, and the faculty member is unwilling to change the grade.
3. Faculty conduct with regard to grade determination was inconsistent with contractual responsibilities, NHCC Policies, and/or MnSCU Board Policies.

No retaliation of any kind shall be taken against a student for participation in a complaint or appeal. These procedures shall not substitute for other grievance procedures specific in board, college

policies or procedures, regulations or negotiated agreements. These procedures are subject to the laws protecting data privacy rights.

Part 3. Policy Purpose

This policy will be reviewed periodically in the event of changes made to MnSCU Board Policy, state statutes, and/or negotiated agreements.

Review Action	Date(s)
Campus Community Review Period	Oct. 26 – Nov. 6, 2015
Shared Governance Council Review	December 11, 2015
Labor/Management Meetings Review	November 16-25, 2015
Student Senate Review	November 19, 2015
President Approval	December 21, 2015
Campus Community Dissemination	January 11, 2016

History

- Formally NH III.02.18
 - Original date of adoption – 05/13/2009
 - Revised – 11/2012
 - Revised – 12/21/2015