

**LCBAS Grade Appeal Committee**  
**Summary Report on Grade Appeals for the Council on Academic Affairs**  
**and the Council on Graduate Studies**

**Report for Appeals Requiring CGAC Fact Finding Meetings for Fall 2009 Courses**  
**December 15, 2009**  
**Tom McDonald, Chair**

Within thirty (30) days after the end of each fall semester (February 1 Annually) and the end of each spring semester (June 1 Annually), each dean will submit a Summary Report of Grade Appeals. Undergraduate appeals will be forwarded to the Council on Academic Affairs and graduate appeals will be forwarded to the Council on Graduate Studies. The Summary Report of Grade Appeals will include the following information on each grade appeal for which the CGAC conducted a Fact Finding Meeting: (1) The date of the Grade Appeal Request; (2) The grounds for the grade appeal; and (3) The disposition of the grade appeal. The Summary Report of Grade Appeals will not identify the student or faculty member by name and will not include the course number or name.

<b>Request Type</b>	<b>Date of Request</b>	<b>Grounds*</b>	<b>Disposition</b>
Undergraduate	8-1-09	1,2,3	Grade Retained
Undergraduate	5-2-09	3,4	Grade Retained
Undergraduate	5-12-09	1,3,4	Grade Retained

**\*Grounds for Grade Appeal**

1. A mathematical error in calculation of the grade or clerical error in recording of the grade that remains uncorrected;
2. The assignment of a grade to a particular student by application of more exacting requirement than were applied to other students in the course;
3. The assignment of a grade to a particular student on some basis other than performance in the course;
4. The assignment of a grade by a substantial departure from the faculty member's previously announced standards.