

2023-2024 End Committee Report Form

Committee:

Chair:

Chair-Elect for 2024-2025:

Number of Meeting held:

(Please include phone/zip/email if available)

Items of Business Completed 2023/2024

- 1.
- 2.
- 3.

Unfinished Business Items from 2023/2024

- 1.
- 2.
- 3.

New Business Items for 2024/2025

- 1.
- 2.
- 3.

Please email to senate@sjsu.edu by June 14, 2024

Student Fairness Committee Annual Report

AY 2023-24

Summary

The Student Fairness Committee conducted 15 meetings in AY 2023-24 on the following dates:

- September 6th, 2023
- September 20th, 2023
- October 4th, 2023
- October 18th, 2023
- November 1st, 2023
- November 15th, 2023
- November 29th, 2023
- December 13th, 2023
- February 7th, 2024
- February 21st, 2024
- March 6th, 2024
- March 20th, 2024
- April 10th, 2024
- April 24th, 2024
- May 8th, 2024

We resolved the following 10 cases during these meetings:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
2223-03	5/2/23	Grade Dispute	Spring 2024	Psychology	CCS 30	College of Social Sciences	Summer 2022
2324-01	7/5/23	Grade Dispute	2024	Communication	COMM 110F	College of Social Sciences	Spring 2023
2324-02	8/9/23	Grade Dispute	Spring 2025	MBA for Professionals	BUS 250 - Section 9	College of Business	Summer 2023

STUDENT FAIRNESS COMMITTEE

2324-03	8/30/23	Grade Dispute	Fall 2024	MBAP	BUS 250 - Section 10	College of Business	Summer 2023
2324-04	8/31/23	Grade Dispute	2024 Summer/Fall	MBA	BUS 250	College of Business	Spring 2023
2324-05	9/22/23	Grade Dispute	2025	MBA	BUS 250 - Section 10	College of Business	Summer 2023
2324-06	12/13/23	Grade Dispute	2024 Spring *	Software Engineering	CMPE-172 (Section 01)	College of Engineering	Spring 2023
2324-07	2/29/24	Grade Dispute	2024 Spring *	MSW (online)	SCWK 298A - section 80	College of Health & Human Sciences	Fall 2023
2324-08	2/29/24	Grade Dispute	2025	MSW (online)	SCWK 298A - section 80	College of Health & Human Sciences	Fall 2023
2324-09	3/22/24	Grade Dispute	2025 Spring <i>(Possible in Fall 2024)</i>	Justice Studies	JS 121	College of Social Sciences	Winter Session 2023

Minutes of meetings and meeting agendas

STUDENT FAIRNESS COMMITTEE

September 6th, 2023

AGENDA

1. Call to Order and Roll Call
2. Orientation and onboarding to committee:
 - a. Review Committee [Charter](#) & [S14-3](#)
 - b. Confidentiality
 - c. Attendance (absence protocol)
 - d. Students recruitment status
3. Review of Meeting Minutes from May 3, 2023
4. Review of Agenda:
 - a. Case updates: 2122-02
5. New petition: 2223-02

Case updates and new petitions:

Cases of 2022-23:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
2223-01	11/4/22 revised (initial on 8/28/22)	Grade Dispute	Summer 2022	Electrical Engineering	EE140	College of Engineering	Summer 2022
2223-03	5/2/23	Grade Dispute	Spring 2024	Psychology	CCS 30	College of Social Sciences	Summer 2022

Cases of 2022-23 (New):

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
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STUDENT FAIRNESS COMMITTEE

2223-04	5/25/23 (before 5/26/23 - end of spring 2023)	Grade Dispute	Fall 2022	History	MCOM63	College of Humanities and the Arts	Fall 2022
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New cases of 2023-24:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
2324-01	7/5/23	Grade Dispute	2024	Communication	COMM 110F	College of Social Sciences	Spring 2023
2324-02	8/9/23	Grade Dis	Spring 2025	MBA for Professionals	BUS 250 - Section 9	College of Business	Summer 2023

Continue new cases of 2023-24:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
2324-03	8/30/23	Grade Dispute	Fall 2024	MBAP	BUS 250 - Section 10	College of Business	Summer 2023
2324-04	8/31/23	Grade Dispute	2024 Summer/Fall	MBA	BUS 250	College of Business	Spring 2023

* Student is graduating this semester, the case needs to be prioritized.

Next Committee Meeting: September 20th 2023.

**STUDENT FAIRNESS COMMITTEE
MINUTES**

Members Present: F. Lau, M. N. Dubus, F. Ditroia, K. Tsai, G. Vinuales, Jennifer Morrison, Caroly Guel, Emerald Green, Lauryn Miller, Tina Korani, Saeid Bashash, Mahima Agumbre Suresh, Francesca Teixeira

Absent: N/A

Recorder: Nicole Dubus

The meeting was called to order at 3:05 pm.

I. Updates:and welcome to new members

- i) reviewed attendance policy for committee members
- ii) No student members as of today and no case investigation can be conducted without students. Student recruitment issue will be brought to the Academic Senate's attention. Members are encouraged to announce the need for a student member in this committee. Students get registration priority (selling point).Email template for student recruitment is available on our shared drive.

II. Review:

Minutes from May 3, 2022. No objections. Minutes approved unanimously.

Cases:

III. New Cases: Four New and One previous case.

223-01: Ombuds will follow up with the student

2223-03: The SFC chair informed the student of a rejection of the petition as it was filed late.

- The SFC chair informed the student of a rejection of the petition as it was filed after the acceptable window according to the policy.
- Case closed.

2223-04

- On Jun 1, 2023, the student updated that the associate dean and the professor decided on granting the student an incomplete grade.
- On Aug 24, 23, the student said, "*although the professor was supposed to update her grade from an F grade to an Incomplete, it has not been done.*"

Will the committee take on this case: Are there emails the committee can review? The student and the assoc dean would change grade to IC but it was not changed. Committee agreed to accept the case.

Yes: 13

No: 0

STUDENT FAIRNESS COMMITTEE

Abstain: 0

Faculty is assigned on this subcommittee for case 2223-04. Ombuds will get supporting materials from student. We can't discuss the case until the student sfc member comes onboard

Four new cases:

2324-01	7/5/23	Grade Dispute	2024	Communication	COMM 110F	College of Social Sciences	Spring 2023
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Outcome of discussion of 2324-01: committee requests more information from the instructor and student to clarify the issues. We can't move forward with case until the student sfc member comes onboard. Committee decided to wait until we receive more information before we vote to accept or reject the case. No objections.

2324-02	8/9/23	Grade Dispute	Spring 2025	MBA for Professionals	BUS 250 - Section 9	College of Business	Summer 2023
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Outcome of discussion of 2324-02: Committee decided to accept the case. Instructor needs to be asked how they keep records of participation. Faculty assigned on subcommittee.

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
2324-03	8/30/23	Grade Dispute	Fall 2024	MBAP	BUS 250 - Section 10	College of Business	Summer 2023

Outcome of discussion of 2324-02: Committee accepts case. Instructor needs to be asked how they keep records of participation. Faculty assigned to the subcommittee.

STUDENT FAIRNESS COMMITTEE

2324-04	8/31/23	Grade Dispute	2024 Summer/Fall	MBA	BUS 250	College of Business	Spring 2023
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Outcome of discussion of 2324-04: Case accepted. Faculty assigned to subcommittee. Instructor will be asked to clarify the teaching mode, the days (special Saturday session?)

IV. Other discussions:

None.

V. Adjourned at 4:48pm

Next meeting September 20, 2023.

STUDENT FAIRNESS COMMITTEE

September 20th, 2023

AGENDA

1. Call to Order and Roll Call
2. Brief orientation and onboarding to new committee members if any:
 - a. Review Committee [Charter](#) & [S14-3](#)
 - b. Confidentiality
 - c. Attendance (absence protocol)
3. Students Recruitment Status
4. Review of Meeting Minutes from Sep 6, 2023
5. Review and Discuss Cases: 2223-01 & 2223-04; 2324-01 to 2324-04.
6. New Petition: n/a

Case updates and new petitions:

Cases of AY 2022-23:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
2223-01	11/4/22 revised (initial on 8/28/22)	Grade Dispute	Summer 2022	Electrical Engineering	EE140	College of Engineering	Summer 2022
2223-04 (HOLD)	5/25/23	Grade Dispute	Fall 2022	History	MCOM63	College of Humanities and the Arts	Fall 2022

Cases of AY 2023-24:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
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STUDENT FAIRNESS COMMITTEE

2324-01	7/5/23	Grade Dispute	2024	Communication	COMM 110F	College of Social Sciences	Spring 2023
2324-02	8/9/23	Grade Dis	Spring 2025	MBA for Professionals	BUS 250 - Section 9	College of Business	Summer 2023
2324-03	8/30/23	Grade Dispute	Fall 2024	MBAP	BUS 250 - Section 10	College of Business	Summer 2023
2324-04	8/31/23	Grade Dispute	2024 Summer/Fall	MBA	BUS 250	College of Business	Spring 2023

** Student is graduating this semester, the case needs to be prioritized.*

Next Committee Meeting: October 4th, 2023.

**STUDENT FAIRNESS COMMITTEE
MINUTES**

September 20, 2023

Members Present: F. Lau, M. N. Dubus, F. Ditroia, K. Tsai, G. Vinuales, Jennifer Morrison, Carolyn Guel, Emerald Green, Saeid Bashash, Mahima Agumbre Suresh, Francesca Teixeira, Aleksandra Gorka, Lauryn Miller

Absent: Tina Korani

Recorder: Gema Vinuales

The meeting was called to order at 3:03 pm.

I. Updates:and welcome to new members

i) Reviewed attendance policy for committee members

ii) Student recruitment: Aleksandra Gorka joined the committee today. Other student interested in joining but not approved yet

II. Review:

Minor edits made to the minutes from September 6, 2023. Approved unanimously.

Cases:

III. New Cases:Four New and One previous case.

2223-01: Ombuds communicated with the student. Still following up with the student and instructor, but most likely the system assigned the grade automatically.

2223-04: Case on hold. Student has decided to petition for retroactive withdrawal. Case still open in case the retroactive withdrawal doesn't go through.

2324-01: Student provided documentation. The committee needs more time to review evidence. Members to add questions/requests for info to the Excel Sheet. Will discuss the case again at the next meeting.

2324-02: Subcommittee assigned to the case.

2324-03: Subcommittee assigned to the case.

2324-04: Waiting for a student to be assigned to the subcommittee.

IV. Other discussions:

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None.

V. Adjourned at 4:28pm

Next meeting October 4, 2023.

STUDENT FAIRNESS COMMITTEE

October 4th, 2023

AGENDA

1. Call to Order and Roll Call
2. Brief orientation and onboarding to new committee members if any:
 - a. Review Committee [Charter](#) & [S14-3](#)
 - b. Confidentiality
 - c. Attendance (absence protocol)
3. Students Recruitment Status
4. Review of Meeting Minutes from Sep 20, 2023
5. Review and Discuss Cases: 2223-01 & 2223-04; 2324-01 to 2324-04.
6. New Petition: 2324-05

Case updates and new petitions:

Cases of AY 2022-23:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
2223-01	11/4/22 revised (initial on 8/28/22)	Grade Dispute	Summer 2022	Electrical Engineering	EE140	College of Engineering	Summer 2022
2223-04 (HOLD)	5/25/23	Grade Dispute	Fall 2022	History	MCOM63	College of Humanities and the Arts	Fall 2022

Cases of AY 2023-24:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
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2324-01	7/5/23	Grade Dispute	2024	Communication	COMM 110F	College of Social Sciences	Spring 2023
2324-02	8/9/23	Grade Dis	Spring 2025	MBA for Professionals	BUS 250 - Section 9	College of Business	Summer 2023
2324-03	8/30/23	Grade Dispute	Fall 2024	MBAP	BUS 250 - Section 10	College of Business	Summer 2023
2324-04	8/31/23	Grade Dispute	2024 Summer/Fall	MBA	BUS 250	College of Business	Spring 2023

New case(s):

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
2324-05	9/22/23	Grade Dispute	2025	MBA	BUS 250 - Section 10	College of Business	Summer 2023

** Student is graduating this semester, the case needs to be prioritized.*

Next Committee Meeting: October 18th, 2023.

**STUDENT FAIRNESS COMMITTEE
MINUTES**

October 4, 2023

Members Present: F. Lau, M. Agumbe Suresh, N. Dubus, K. Tsai, J. Morrison, G. Vinuales, S. Bashash, F. Di Troia, C. Guell, L. Miller, E. Green, S. Ranga

Absent: T. Korani, A. Gorka, F. Teixeira

Recorder: Kim Tsai

The meeting was called to order at 3:05 pm._

I. Updates:

- i) One new student member has joined this academic year.
- ii) Recruitment flier was shared with committee members. Student recruitment is ongoing.

II. Minutes from the previous meeting:

Approved unanimously.

III. Review:

Cases:

2223-01: Ombuds communicated with the student. Still following up with the student and instructor, but most likely the system assigned the grade automatically.

2223-04: Case on hold.

2324-01: Continued discussion on whether to take on this case. Reasons to take the case and to reject the case were documented in a shared excel sheet. Voted on taking the case:

Yes: 6

No: 1

Abstain: 1

Subcommittee assigned to case.

2324-02 & 2324-03: Subcommittee met to discuss questions to ask the students and faculty member. Subcommittee agreed that the evidence submitted by the students was sufficient and that no further questions for the students are necessary. Email has been sent to the student in case 2324-03. Email to faculty has been drafted, but not sent yet.

2324-04: Subcommittee assigned to case.

III. New Cases:

2324-05: This case involves the same instructors and course as cases 2324-02 and 2324-03.

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Yes: 8
No: 0
Abstain: 0

Subcommittee assigned to case. 2324-02, 2324-03 and 2324-05 will work together on this case.

IV. Other discussions:

None.

V. Adjourned at 4:07pm

Next meeting October 8, 2023

STUDENT FAIRNESS COMMITTEE

October 18th, 2023

AGENDA

1. Call to Order and Roll Call
2. Brief orientation and onboarding to new committee members if any:
 - a. Review Committee [Charter](#) & [S14-3](#)
 - b. Confidentiality
 - c. Attendance (absence protocol)
3. Students Recruitment Status
4. Review of Meeting Minutes from Oct 4, 2023
5. Review and Discuss Cases:
 - 2223-01 (no updates)
 - 2223-04 (on hold)
 - 2324-01 to 2324-05 (see below)
6. New Petition: no

Case updates and new petitions:

Cases of AY 2022-23:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
2223-01	11/4/22 revised (initial on 8/28/22)	Grade Dispute	Summer 2022	Electrical Engineering	EE140	College of Engineering	Summer 2022
2223-04 (HOLD)	5/25/23	Grade Dispute	Fall 2022	History	MCOM63	College of Humanities and the Arts	Fall 2022

Cases of AY 2023-24:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
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STUDENT FAIRNESS COMMITTEE

2324-01	7/5/23	Grade Dispute	2024	Communication	COMM 110F	College of Social Sciences	Spring 2023
2324-02	8/9/23	Grade Dis	Spring 2025	MBA for Professionals	BUS 250 - Section 9	College of Business	Summer 2023
2324-03	8/30/23	Grade Dispute	Fall 2024	MBAP	BUS 250 - Section 10	College of Business	Summer 2023
2324-04	8/31/23	Grade Dispute	2024 Summer/Fall	MBA	BUS 250	College of Business	Spring 2023
2324-05	9/22/23	Grade Dispute	2025	MBA	BUS 250 - Section 10	College of Business	Summer 2023

** Student is graduating this semester, the case needs to be prioritized.*

Next Committee Meeting: Nov 1st, 2023.

**STUDENT FAIRNESS COMMITTEE
MINUTES**

October 18, 2023

Members Present: F. Lau, M. Agumbe Suresh, S. Bashash, A. Sohail Amhed, J. Morrison, F. Ditroia, K. Tsai, L. Miller, F. Teixeira, N. Dubus, G. Vinuales, E. Green, T. Korani

Absent: C. Guell, A. Gorka, S. Ranga Swamy Yella, N. Wang

Recorder: Fabio Di Troia

The meeting was called to order at 3:05 p.m.

I. Updates:

i) Two new students have joined the committee.

II. Review:

Minutes from October 4th, 2023 unanimously approved.

Cases:

2222-01: No updates.

2223-04: No updates.

2223-01: No updates.

2324-01: No updates.

2324-02: Instructor was emailed and meeting is scheduled.

2324-03: Instructor was emailed and meeting is scheduled.

2324-04: Instructor and student were emailed. Awaiting their response.

2324-05: Instructor was emailed and meeting is scheduled.

III. New Cases:

None.

IV. Other discussions:

None.

V. Adjourned at 3:29pm

STUDENT FAIRNESS COMMITTEE

November 1st, 2023

AGENDA

1. Call to Order and Roll Call
2. Brief orientation and onboarding to new committee members if any:
 - a. Review Committee [Charter](#) & [S14-3](#)
 - b. Confidentiality
 - c. Attendance (absence protocol)
3. Students Recruitment Status
4. Review of Meeting Minutes from Oct 18, 2023
5. Review and Discuss Cases:
 - 2223-01 (no updates)
 - 2223-04 (on hold)
 - 2324-01 to 2324-05 (see below)
6. New Petition: no

Case updates and new petitions:

Cases of AY 2022-23:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
2223-01	11/4/22 revised (initial on 8/28/22)	Grade Dispute	Summer 2022	Electrical Engineering	EE140	College of Engineering	Summer 2022
2223-04 (HOLD)	5/25/23	Grade Dispute	Fall 2022	History	MCOM63	College of Humanities and the Arts	Fall 2022

Cases of AY 2023-24:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
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STUDENT FAIRNESS COMMITTEE

2324-01	7/5/23	Grade Dispute	2024	Communication	COMM 110F	College of Social Sciences	Spring 2023
2324-02	8/9/23	Grade Dis	Spring 2025	MBA for Professionals	BUS 250 - Section 9	College of Business	Summer 2023
2324-03	8/30/23	Grade Dispute	Fall 2024	MBAP	BUS 250 - Section 10	College of Business	Summer 2023
2324-04	8/31/23	Grade Dispute	2024 Summer/Fall	MBA	BUS 250	College of Business	Spring 2023
2324-05	9/22/23	Grade Dispute	2025	MBA	BUS 250 - Section 10	College of Business	Summer 2023

* Student is graduating this semester, the case needs to be prioritized.

Next Committee Meeting: Nov 15, 2023.

**STUDENT FAIRNESS COMMITTEE
MINUTES**

November 1, 2023

Members Present: M. Agumbe Suresh, N. Dubus, F. Ditroia, K. Tsai, R. Chopra, G. Vinuales, S. Bashash, J. Morrison, L. Miller, C. Guel, A. Sohail Ahmed, E. Green

Also Present:

Absent: F. Lau, T. Korani, F. Teixeira, A. Gorka, S. Yella, N. Wang

Recorder: Saeid Bashash

The meeting was called to order at 3:08 pm.

I. Updates:

None

II. Review:

Minutes from Oct 18, 2023 unanimously approved by the chair.

Cases:

2324-01: Subcommittee emailed the instructor and the student. The student did not respond, but submitted most of their evidence in their petition. The instructor responded and provided several email exchanges with the student and department chair. Committee reviewed the emails and discussed the case. The committee is interested in seeing the assignment descriptions and grading rubrics to find out if any of the gradings were unfair.

The committee further reviewed the student's evidence to see how it correlates with the instructor's evidence. The sub-committee will invite the instructor and the student to attend one of the committee's future meetings to present/defend their cases.

2324-02, 2324-03, and 2324-05: The three sub-committees met with the instructor. The instructor provided their recollection of how the students participated in the class, and mentioned that they emphasized on class participation a few times during the term, and welcomed student participation as much as they wanted. The instructor provided more clarification on the grading criteria.

The main concern of the sub-committees is the existence of a significant gap between the students' recollection of the number of participations and that of the instructor, for Cases 2324-03 and 2324-05 (Case 2324-2 does not have an updated response from the student yet). The subcommittees will invite the students and the instructor to attend the committee's meeting and present/defend their cases separately.

2324-04: The subcommittee emailed the student and the instructor. The instructor responded that they are fully retired. The subcommittee does not expect to receive any additional inputs from the instructor.

STUDENT FAIRNESS COMMITTEE

The student reiterated the statements in the petition on technical issues with zoom link, and lack of office hours to meet and discuss their concerns with the professor. The sub-committee will further explore options to receive more information related to the case.

III. New Cases:

None.

IV. Other discussions:

None.

V. Adjourned at 4:25pm

STUDENT FAIRNESS COMMITTEE

November 15th, 2023

AGENDA

1. Call to Order and Roll Call
2. Brief orientation and onboarding to new committee members if any:
 - a. Review Committee [Charter](#) & [S14-3](#)
 - b. Confidentiality
 - c. Attendance (absence protocol)
3. Students Recruitment Status
4. Review of Meeting Minutes from Nov 1, 2023
5. Review and Discuss Cases:
 - 2223-01 (no updates)
 - 2324-01 on hold)
 - 2324-01 o 2324-05 (see below)
6. Instructor for 2324-01 at 3:30pm
7. New Petition: no

Case updates and new petitions:

Cases of AY 2022-23:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
2223-01	11/4/22 revised (initial on 8/28/22)	Grade Dispute	Summer 2022	Electrical Engineering	EE140	College of Engineering	Summer 2022
2223-04 (HOLD)	5/25/23	Grade Dispute	Fall 2022	History	MCOM63	College of Humanities and the Arts	Fall 2022

Cases of AY 2023-24:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
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2324-01	7/5/23	Grade Dispute	2024	Communication	COMM 110F	College of Social Sciences	Spring 2023
2324-02	8/9/23	Grade Dis	Spring 2025	MBA for Professionals	BUS 250 - Section 9	College of Business	Summer 2023
2324-03	8/30/23	Grade Dispute	Fall 2024	MBAP	BUS 250 - Section 10	College of Business	Summer 2023
2324-04	8/31/23	Grade Dispute	2024 Summer/Fall	MBA	BUS 250	College of Business	Spring 2023
2324-05	9/22/23	Grade Dispute	2025	MBA	BUS 250 - Section 10	College of Business	Summer 2023

* Student is graduating this semester, the case needs to be prioritized.

Next Committee Meeting: Nov 15, 2023.

**STUDENT FAIRNESS COMMITTEE
MINUTES**

November 15, 2023

Members Present: M. Agumbe Suresh, N. Dubus, K. Tsai, G. Vinuales, S. Bashash, J. Morrison, L. Miller, C. Guel, A. Sohail Ahmed

Absent: F. Lau, F. Di Troia, T. Korani, E. Green, A. Gorka, S. Yella, N. Wang

Recorder: Jennifer Morrison

The meeting was called to order at 3:05 pm.

I. Updates:

None

II. Review:

Minutes from Nov 1, 2023, unanimously approved by the committee.

Cases:

2324-01: Subcommittee followed up with the instructor and received additional evidence. The committee reviewed the instructor's evidence to see how it correlates with the student's evidence. The instructor attended the meeting, and the committee asked follow-up questions based on the evidence they shared with the subcommittee. Subcommittee will invite student to our next meeting if they have additional information to share.

2324-02 and 2324-05: Subcommittees invited students and instructor to our next committee meeting if they have additional information.

2324-03: Subcommittee not present and no update.

2324-04: The subcommittee will contact the chair and dean since the instructor is retired.

III. New Cases:

None.

IV. Other discussions:

None.

V. Adjourned at 4:25 pm

STUDENT FAIRNESS COMMITTEE

November 29th, 2023

AGENDA

1. Call to Order and Roll Call
2. Brief orientation and onboarding to new committee members if any:
 - a. Review Committee [Charter](#) & [S14-3](#)
 - b. Confidentiality
 - c. Attendance (absence protocol)
3. Students Recruitment Status
4. Review of Meeting Minutes from Nov 15, 2023
5. Review and Discuss Cases:
 - 2223-01 (no updates)
 - 2223-04 (on hold)
 - 2324-01 o 2324-05 (see below)
6. Student for 2324-01 - joins at 3:30pm
7. Instructor for 2324-02, 03, 05 joins at 4pm
8. New Petition: no

Case updates and new petitions:

Cases of AY 2022-23:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
2223-01	11/4/22 revised (initial on 8/28/22)	Grade Dispute	Summer 2022	Electrical Engineering	EE140	College of Engineering	Summer 2022
2223-04 (HOLD)	5/25/23	Grade Dispute	Fall 2022	History	MCOM63	College of Humanities and the Arts	Fall 2022

Cases of AY 2023-24:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty	Semester of the Course
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STUDENT FAIRNESS COMMITTEE

						Mem ber	
2324-01	7/5/23	Grade Dispute	2024	Communica tion	COMM 110F	College of Social Sciences	Spring 2023
2324-02	8/9/23	Grade Dis	Spring 2025	MBA for Professional s	BUS 250 - Section 9	College of Business	Summer 2023
2324-03	8/30/23	Grade Dispute	Fall 2024	MBAP	BUS 250 - Section 10	College of Business	Summer 2023
2324-04	8/31/23	Grade Dispute	2024 Summer/Fal l	MBA	BUS 250	College of Business	Spring 2023
2324-05	9/22/23	Grade Dispute	2025	MBA	BUS 250 - Section 10	College of Business	Summer 2023

* Student is graduating this semester, the case needs to be prioritized.

Next Committee Meeting: Dec 13, 2023.

**STUDENT FAIRNESS COMMITTEE
MINUTES**

November 29, 2023

Members Present: M. Agumbe Suresh, N. Dubus, K. Tsai, G. Vinuales, S. Bashash, L. Miller, A. Sohail, F. Di Troia, F. Lau, T. Korani, E. Green

Absent:, A. Gorka, S. Yella, N. Wang

Recorder: Francesca Teixeira

The meeting was called to order at 3:05 pm.

I. Updates:

None

II. Review:

Minutes from Nov 15, 2023, unanimously approved by the committee.

Cases:

2324-01: Instructor sent additional information on their assignment grading after the last SFC meeting on 11/15. Student attended the SFC meeting at 3:30pm to present their side of the case. Debrief occurred once the student left. SFC Chair suggested to the subcommittee to begin drafting the subcommittee report. The committee will vote at the next SFC meeting 12/13 on a resolution.

2324-02, 2323-03, 2324-05: Instructor joined SFC meeting at 4:15pm to present their side of the case. Instructor will provide a spreadsheet of grades to the committee in order to review the information. Subcommittee to begin drafting the subcommittee report. The committee will vote at the next SFC meeting 12/13 on a resolution.

III. New Cases:

None.

IV. Other discussions:

None.

V. Adjourned at 5:06 pm

STUDENT FAIRNESS COMMITTEE

December 13th, 2023

AGENDA

1. Call to Order and Roll Call
2. Brief orientation and onboarding to new committee members if any:
 - a. Review Committee [Charter](#) & [S14-3](#)
 - b. Confidentiality
 - c. Attendance (absence protocol)
3. Students Recruitment Status
4. Review of Meeting Minutes from Nov 29, 2023
5. Review and Discuss Cases:
 - 2324-01 04 (Closed)
 - 2324-01 to 2324-05 (see below)
6. New Petition: Yes

Case updates and new petitions:

Cases of AY 2022-23:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
2223-01	11/4/22 revised (initial on 8/28/22)	Grade Dispute	Summer 2022	Electrical Engineering	EE140	College of Engineering	Summer 2022
2223-04	5/25/23	Grade Dispute	Fall 2022	History	MCOM63	College of Humanities and the Arts	Fall 2022

Cases of AY 2023-24:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
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STUDENT FAIRNESS COMMITTEE

2324-01	7/5/23	Grade Dispute	2024	Communication	COMM 110F	College of Social Sciences	Spring 2023
2324-02	8/9/23	Grade Dis	Spring 2025	MBA for Professionals	BUS 250 - Section 9	College of Business	Summer 2023
2324-03	8/30/23	Grade Dispute	Fall 2024	MBAP	BUS 250 - Section 10	College of Business	Summer 2023
2324-04	8/31/23	Grade Dispute	2024 Summer/Fall	MBA	BUS 250	College of Business	Spring 2023
2324-05	9/22/23	Grade Dispute	2025	MBA	BUS 250 - Section 10	College of Business	Summer 2023

New Case of AY 2023-24:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
2324-06	12/13/23	Grade Dispute	2024 Spring *	Software Engineering	CMPE-172 (Section 01)	College of Engineering	Spring 2023

* Student is graduating this semester, the case needs to be prioritized.

Next Committee Meeting: In Spring 2024 (Date TBD)

**STUDENT FAIRNESS COMMITTEE
MINUTES**

December 13, 2023

Members Present: F. Lau, M. Agumbe Suresh, N. Dubus, S. Bashash, K. Tsai, C. Guel, F. Di Troia, F. Teixeira, J. Morrison, L. Miller, J. Kishore,

Absent: E. Green, N. Wang, A. Sohail Ahmed, T. Korani, G. Vinuales

Recorder: Lauryn Miller

The meeting was called to order at 3:05 pm.

I. Updates:

None.

II. Review:

Previous minutes unanimously approved.

Cases:

2324-01: Student has maintained their passionate stance and feel they're not being heard. The anger and approach of the student is also causing escalation of the issue. Behavioral issues need to be separated from the grading process and marks that the student receives. Committee agreed there's enough evidence to support the grade the student received due to work being submitted late.

Committee worked through the policy, and deemed no signs of unfair grading present.

2324-02: Report not ready yet from subcommittee, and couldn't move to vote with committee member absent.

2324-03: Subcommittee report finalized including suggestion to use an average of participation for crediting the student due to the large disparity between the student and the instructor's recollection. Vote to change student's grade to A- is unanimously accepted.

2324-04: No update

2324-05: Subcommittee report was finalized and unanimously approved raising the student's grade to an A.

III. New Cases:

2324-06: Case came in just an hour ago so there aren't many more details beyond what was submitted. Student claims more points were deducted than should have been for the number of journal entries he missed. Documents provided of assignment grades along with communication with instructor.

Case accepted. Subcommittee was assigned.

IV. Other discussions:

None.

V. Adjourned at 4:37

STUDENT FAIRNESS COMMITTEE

February 7th, 2024

AGENDA

1. Call to Order and Roll Call
2. Brief orientation and onboarding to new committee members if any:
 - a. Review Committee [Charter](#) & [S14-3](#)
 - b. Confidentiality
 - c. Attendance (absence protocol)
3. Students Recruitment Status
4. Review of Meeting Minutes from Dec 13, 2023
5. Review and Discuss Cases: 2324-01 to 2324-06 (see below)
6. New Petition: No
7. Discussion - SFC bonding: possibility of an in-person meeting for engagement (perhaps hybrid)

Case updates and new petitions:

Cases of AY 2023-24:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
2324-01	7/5/23	Grade Dispute	2024	Communication	COMM 110F	College of Social Sciences	Spring 2023
2324-02	8/9/23	Grade Dis	Spring 2025	MBA for Professionals	BUS 250 - Section 9	College of Business	Summer 2023
2324-03	8/30/23	Grade Dispute	Fall 2024	MBAP	BUS 250 - Section 10	College of Business	Summer 2023
2324-04	8/31/23	Grade Dispute	2024 Summer/Fall	MBA	BUS 250	College of Business	Spring 2023
2324-05	9/22/23	Grade Dispute	2025	MBA	BUS 250 - Section 10	College of Business	Summer 2023

STUDENT FAIRNESS COMMITTEE

2324-06	12/13/23	Grade Dispute	2024 Spring *	Software Engineering	CMPE-172 (Section 01)	College of Engineering	Spring 2023
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* *Student is graduating this semester, the case needs to be prioritized.*

Next Committee Meeting: Feb 21, 2024 (via zoom)

**STUDENT FAIRNESS COMMITTEE
MINUTES**

February 7, 2024

Members Present: F. Lau, M. Agumbe Suresh, N. Dubus, S. Bashash, K. Tsai, F. Di Troia, F. Teixeira, J. Morrison, L. Miller, T. Korani, A. Sohail Ahmed, E. Green

Absent: G. Vinuales, J. Kishore, C. Guel

Recorder: Nicole Dubus

The meeting was called to order at 3:05 pm.

I. Updates:

None.

II. Review:

Previous minutes unanimously approved.

Cases:

2324-01: the committee discussed the recommendations. Committee wanted to clarify recommendations for the instructor. The committee concluded that there was not enough information to support the student's claims. The committee voted to close the case.

2324-02: Subcommittee shared report. The committee voted on the recommendations. The committee voted to close the case.

2324-04: The instructor did not respond to the committee's request to respond. The subcommittee recommends to support the student's claim, and drop the final grade. Subcommittee will follow up and request the syllabus, and submit the report. This will be voted on at the next SFC meeting.

2324-06: Subcommittee reported on the case. Subcommittee continues to collect information on the student's claim. Committee will discuss further in next meeting.

III. New Cases: No new cases

IV. Other discussions:

Discussion on timelines for instructor to provide information and to follow up with the recommendations. SFC would like the instructor to inform the committee when this followup will be completed (three weeks?).

Do we want to meet in-person? Zoom only, hybrid, in-person. Will continue with this discussion as members see fit.

No other discussions.

V. Adjourned at 4:05pm

STUDENT FAIRNESS COMMITTEE

February 21st, 2024

AGENDA

1. Call to Order and Roll Call
2. Brief orientation and onboarding to new committee members if any: (Guest: Associate Vice President for [Student Success](#), Division of Student Affairs)
 - a. Review Committee [Charter](#) & [S14-3](#)
 - b. Confidentiality
 - c. Attendance (absence protocol)
3. Students Recruitment Status
4. Review of Meeting Minutes from Feb 7, 2024
5. Review and Discuss Cases: 2324-01 to 2324-06 (see below)
6. New Petition: No
7. Discussion - SFC bonding: possibility of an in-person meeting for engagement (perhaps hybrid?)

Case updates and new petitions:

Cases of AY 2023-24:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
2324-01	7/5/23	Grade Dispute	2024	Communication	COMM 110F	College of Social Sciences	Spring 2023
2324-02	8/9/23	Grade Dis	Spring 2025	MBA for Professionals	BUS 250 - Section 9	College of Business	Summer 2023
2324-03	8/30/23	Grade Dispute	Fall 2024	MBAP	BUS 250 - Section 10	College of Business	Summer 2023
2324-04	8/31/23	Grade Dispute	2024 Summer/Fall	MBA	BUS 250	College of Business	Spring 2023

STUDENT FAIRNESS COMMITTEE

2324-05	9/22/23	Grade Dispute	2025	MBA	BUS 250 - Section 10	College of Business	Summer 2023
2324-06	12/13/23	Grade Dispute	2024 Spring *	Software Engineering	CMPE-172 (Section 01)	College of Engineering	Spring 2023

* Student is graduating this semester, the case needs to be prioritized.

Next Committee Meeting: March 6, 2024 (via zoom)

**STUDENT FAIRNESS COMMITTEE
MINUTES**

February 21, 2024

Members Present: F. Lau, M. Agumbe Suresh, N. Dubus, S. Bashash, K. Tsai, F. Teixeira, J. Morrison, L. Miller, T. Korani, E. Green, G. Vinuales, J. Kishore, C. Guel.

Guest(s): G. Wolcott

Absent: F. Di Troia, A. Sohail Ahmed

Recorder: G. Vinuales

The meeting was called to order at 3:11 pm.

I. Updates:

None.

II. Review:

Previous minutes unanimously approved.

Cases:

2324-01: Case is closed.

2324-02/-03/-05: Instructor accepted recommendations. Grades should be updated before the next SFC meeting.

2324-04: The Professor is retired. The syllabus hasn't been shared with the committee yet. The subcommittee is waiting on some additional information from the Department Chair and/or Dean. The student will be invited to attend the next meeting.

2324-06: The Subcommittee continues to collect information from the student. The Professor is retired. The Subcommittee will come up with a list of materials relevant to the investigation to request from eCampus.

III. New Cases: No new cases

IV. Other discussions:

Do we want to meet in-person? Zoom only, hybrid, in-person. Will continue with this discussion as members see fit.

The Academic Senate has requested the Chair of the SFC and the Ombudsperson to present the committee report, and share recommendations on the committee's guiding policy.

V. Adjourned at 4:09pm

STUDENT FAIRNESS COMMITTEE

March 6th, 2024

AGENDA

1. Call to Order and Roll Call
2. Brief orientation and onboarding to new committee members if any:
 - a. Review Committee [Charter](#) & [S14-3](#)
 - b. Confidentiality
 - c. Attendance (absence protocol)
3. Students Recruitment Status
4. Review of Meeting Minutes from Feb 21, 2024
5. Review and Discuss Cases: 2324-02 to 2324-06 (see below)
6. New Petition: Yes
7. Discussion

Case updates and new petitions:

Cases of AY 2023-24:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
2324-02	8/9/23	Grade Dispute	Spring 2025	MBA for Professionals	BUS 250 - Section 9	College of Business	Summer 2023
2324-03	8/30/23	Grade Dispute	Fall 2024	MBAP	BUS 250 - Section 10	College of Business	Summer 2023
2324-04	8/31/23	Grade Dispute	2024 Summer/Fall	MBA	BUS 250	College of Business	Spring 2023
2324-05	9/22/23	Grade Dispute	2025	MBA	BUS 250 - Section 10	College of Business	Summer 2023
2324-06	12/13/23	Grade Dispute	2024 Spring *	Software Engineering	CMPE-172 (Section 01)	College of Engineering	Spring 2023

STUDENT FAIRNESS COMMITTEE

2324-07	2/29/24	Grade Dispute	2024 Spring *	MSW (online)	SCWK 298A	College of Health & Human Sciences	Fall 2023
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* Student is graduating this semester, the case needs to be prioritized.

Next Committee Meeting: March 20, 2024

**STUDENT FAIRNESS COMMITTEE
MINUTES**

March 6, 2024

Members Present: F. Lau, M. Agumbe Suresh, N. Dubus, S. Bashash, K. Tsai, J. Morrison, L. Miller, T. Korani, G. Vinuales, J. Kishore, C. Guel, A. Belardes, A. Rao, F. Di Troia, E. Green

Guest(s): N/A

Absent: F. Teixeira, Y. Kotra

Recorder: K. Tsai

The meeting was called to order at 3:05 pm.

I. Updates:

Two new student members have joined the committee.

II. Review:

Previous minutes unanimously approved.

Cases:

2324-02/-03/-05: Grade has not been changed by instructor. If no changes are made by next week, the case will be escalated to the department chair.

2324-04: The Professor is retired and has not responded to emails from the subcommittee. The Chair has shared the course syllabus. The student shared that they had previously requested a grade appeal, but did not share any documentation to support the appeal. The committee is unsure how to close the case w/o proof that the final grade was incorrect and w/o information related to assessment. The student will be invited to join the next SFC meeting.

2324-06: The Professor is retired. The Subcommittee has collected additional information from the student and information from Canvas w/assistance from eCampus. The subcommittee invited the student to the SFC meeting, but the student declined the invitation. The full SFC reviewed the subcommittee report and voted to approve the report.

III. New Cases:

2324-07: Information about the case was reviewed. The committee voted to take the case. A subcommittee was formed to review the case. The SFC discussed next steps, such as what additional information we may want to request from the professor and student.

IV. Other discussions:

V. Adjourned at 4:56pm

STUDENT FAIRNESS COMMITTEE

March 20th, 2024

AGENDA

1. Call to Order and Roll Call
2. Brief orientation and onboarding to new committee members if any:
 - a. Review Committee [Charter](#) & [S14-3](#)
 - b. Confidentiality
 - c. Attendance (absence protocol)
3. Students Recruitment Status
4. Review of Meeting Minutes from March 6, 2024
5. Review and Discuss Cases:
 - a. 2324-02, 2324-03, 2324-05 (grades still not been changed for 2 months now)
 - b. 2324-04 – Dean will be joining the meeting 3:20-3:40pm
 - c. 2324-06 (case closed),
 - d. 2324-07 (see below)
6. New Petition: Yes
7. Discussion - Members whose term ends in 2024

Case updates and new petitions:

Cases of AY 2023-24:

Case #	Date Filed	Concern	Graduate Semester	Major	Course	College of Faculty Member	Semester of the Course
2324-02	8/9/23	Grade Dispute	Spring 2025	MBA for Professionals	BUS 250 - Section 9	College of Business	Summer 2023
2324-03	8/30/23	Grade Dispute	Fall 2024	MBAP	BUS 250 - Section 10	College of Business	Summer 2023
2324-04	8/31/23	Grade Dispute	2024 Summer/Fall	MBA	BUS 250	College of Business	Spring 2023
2324-05	9/22/23	Grade Dispute	2025	MBA	BUS 250 - Section 10	College of Business	Summer 2023

STUDENT FAIRNESS COMMITTEE

2324-07	2/29/24	Grade Dispute	2024 Spring *	MSW (online)	SCWK 298A	College of Health & Human Sciences	Fall 2023
2324-08	2/29/24	Grade Dispute	2025	MSW (online)	SCWK 298A - section 08	College of Health & Human Sciences	Fall 2023

* Student is graduating this semester, the case needs to be prioritized.

Term ending 2024: Student members would apply through the [Associated Students, Inc.](#) For faculty and staff members, the application form called the "Committee Preference Form" will be distributed to the campus community soon.

Faculty:

Nicole Dubus

Gema Vinuales

Kim Tsai

Fabio Di Troia

Mahima Agumbe Suresh

Saeid Bashash

Administration Representative:

Carolyn Guel

Staff Member (Non-MPP):

Francesca Teixeira

Students:

Jugal Kishore Ruvva

Akhil Rao

Adrienne Belardes

SFC members: (on academic senate assignments webpage)

<https://www.sjsu.edu/senate/committee-taskforce-information/assignments.php#student-fairness>

Next Committee Meeting: April 10, 2024 via zoom.

**STUDENT FAIRNESS COMMITTEE
MINUTES**

March 20, 2024

Members Present: F. Lau, N. Dubus, G. Vinuales, K. Tsai, F. Di Troia, M. Agumbe Suresh, T. Korani, S. Bashash, J. Morrison, C. Guell, E. Green, L. Miller, J. Kishore, A. Rao

Guest(s): D. Czerwinski, G. Wolcott

Absent: F. Teixeira, A. Sohail Ahmed, Y. Kotra, A. Belardes

Recorder: F. Di Troia

The meeting was called to order at 3:04 p.m.

I. Updates:

No new members.

II. Review:

Previous minutes unanimously approved.

Cases:

2324-02/-03/-05:

No changes have been made to the grade. The necessary paperwork has been sent for review. If the adjustments are not processed promptly, the department chair will be contacted to ensure the matter is addressed.

2324-04:

The subcommittee interviewed the student. They expressed concerns about the clarity of the final exam details. They felt that this lack of clarity impacted their performance. Another student from the same class, contacted via email, reported that all assignments were well-documented and clear. This suggests a discrepancy in the student experience.

The committee noted that the student missed 2 out of 20 sessions, which could have affected their academic performance.

The interim associate dean joined the meeting at 3:18 pm. He was the interim chair while the student took the course and was contacted by him to obtain the Zoom link for the lecture and to address complaints about the lack of communication from the professor.

The associate dean reported that when he questioned the professor about the Zoom link not being sent to the student, they claimed an issue with contacting students who were added late to the course. However, the associate dean clarified that the student was not a late addition to this class.

STUDENT FAIRNESS COMMITTEE

On March 28, the student sent an email to the associate dean. This email highlighted an overall lack of communication from the professor and the absence of office hours.

The associate dean stated that office hours are typically listed on the course syllabus. However, this was not the case for this course. The professor is affiliated with the School of Management, which may have records of his office hours. The associate dean provided a contact person for this information.

If the committee decides to allow the student to retake the final exam, the associate dean will discuss with the department chair the possibility of having another faculty member administer it. However, there is a concern that the exam material may not align with the course content, which could be unfair to the student.

If the committee decides to drop the score of the final exam from the total, the associate dean offers to adjust the grade count himself.

The associate dean stated that an internal discussion within his department was held about this case, but it was not resolved. As a result, he suggested involving the Student Fairness Committee.

The associate dean left the meeting at 3:35 pm.

As for the upcoming tasks, the committee plans to check the office hours and meet with IT to gain access to the emails between the professor and the student.

2324-07: The subcommittee met and reviewed the questions to be asked to both the student and the instructor. It was challenging to find evidence of unfairness.

The student was contacted and chose to communicate via email. Three questions were sent to the student. The instructor, however, has not yet responded.

The subcommittee will try to understand if the same policy was applied to all students.

III. New Cases:

2324-08: Case has been taken. A subcommittee has been selected.

IV. Other discussions:

V. Adjourned at 4:45pm

STUDENT FAIRNESS COMMITTEE

April 10th, 2024

AGENDA

1. Call to Order and Roll Call
2. Brief orientation and onboarding to new committee members if any:
 - a. Review Committee [Charter](#) & [S14-3](#)
 - b. Confidentiality
 - c. Attendance (absence protocol)
3. Students Recruitment Status
4. Review of Meeting Minutes from Mar 20, 2024
5. Review and Discuss Cases:
 - a. 2324-02, 2324-03, & 2324-05: Cases closed as all grades have been changed.
 - b. 2324-04: See below
 - c. 2324-07 & 2324-08: See below
6. New Petition: Yes
7. Discussion - Members whose term ends in 2024

Case updates and new petitions:

Cases of AY 2023-24:

<u>Ca</u> <u>se</u> <u>#</u>	<u>Da</u> <u>te</u> <u>Fi</u> <u>led</u>	<u>Conc</u> <u>ern</u>	<u>Gradu</u> <u>ate</u> <u>Semes</u> <u>ter</u>	<u>Maj</u> <u>or</u>	<u>Cour</u> <u>se</u>	<u>Colle</u> <u>ge of</u> <u>Facul</u> <u>ty</u> <u>Mem</u> <u>ber</u>	<u>Semes</u> <u>ter of</u> <u>the</u> <u>Cours</u> <u>e</u>
2324-04	8/31/23	Grade Dispute	2024 Summer/Fall	MBA	BUS 250	College of Business	Spring 2023
2324-07	2/29/24	Grade Dispute	2024 Spring *	MSW (online)	SCWK 298A - section 80	College of Health & Human Sciences	Fall 2023
2324-08	2/29/24	Grade Dispute	2025	MSW (online)	SCWK 298A - section 80	College of Health & Human Sciences	Fall 2023

STUDENT FAIRNESS COMMITTEE

2324-09 (New case)	3/22/24	Grade Dispute	2025 Spring	Justice Studies	JS 121	College of Social Sciences	Winter Session 2023
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* *Student is graduating this semester, the case needs to be prioritized.*

Next Committee Meeting: April 24, 2024 via zoom.

**STUDENT FAIRNESS COMMITTEE
MINUTES**

April 10, 2024

Members Present: F. Lau, N. Dubus, G. Vinuales, F. Di Troia, M. Agumbe Suresh, S. Bashash, J. Morrison, E. Green, L. Miller, J. Kishore, A. Rao, C. Guell

Guest(s): G. Wolcott

Absent: T. Korani, K. Tsai, F. Teixeira, A. Belardes

Recorder: S. Bashash

The meeting was called to order at 3:05 p.m.

I. Updates:

No new members.

II. Review:

Previous minutes unanimously approved.

Cases:

2324-02/-03/-05:

All grades have been changed. Cases closed!

2324-04:

The subcommittee received access to the emails between the instructor and the student. The list of emails was not complete, and some emails were missing. The subcommittee cannot determine that there was a lack of communication about the class meeting link due to missing emails.

It is not clear why the student is requesting to remove the final exam grade. The instructions are clear. Based on the final exam itself, the subcommittee didn't find any evidence of unfairness.

Another student from the same class told the subcommittee that the professor answered promptly to their questions.

SFC reviewed some of the emails during the meeting. Emails indicate that the student asked for the Zoom link but was provided with an incorrect link by the associate dean. The committee also found that the professor shared the entire class' grades by email with all students, potentially violating the FERPA policy.

The subcommittee will further investigate the grades and check if omitting some of the early assignment grades due to missing the class sessions will improve the student's overall grade.

STUDENT FAIRNESS COMMITTEE

2324-07:

The subcommittee followed up with the instructor and the professor, and they both decided to communicate by email. The student had requested an extension for two assignments to improve their grade. The syllabus mentioned the extension might be granted if the student communicates at least 24 hours before the deadline, but the student had requested the extension within 24 hours of the deadline. Subcommittee asked the student if there were any strong reasons for the extension request. The student confirmed that there was no legal/emergency situation, only being busy with school and family. The instructor confirmed no other students were given an extension. The subcommittee didn't find any basis for unfairness.

The student also complained about lack of information about the assignments. The subcommittee reviewed the syllabus, where it stated that additional information would be given on Canvas. Assignments #2 and #4 had information in the description of the assignment. Therefore, there was no evidence of unfairness.

The subcommittee asked the instructor if anyone was given an opportunity to rewrite the assignment, and the instructor confirmed that no one was given the rewrite opportunity. According to the department's policy, the rewrite is only given at the discretion of the instructor, and the instructor chose to not provide the rewrite opportunity. Therefore, no unfairness was found.

As for the student's complaint about not receiving the notification of academic concern after Assignment #2, the subcommittee found that there was no notice of academic concern, but the instructor asked to meet with the student after grading Assignment#2, and they met online a few days later. Therefore, the subcommittee did not believe there was a strong violation of fairness policy.

Student emailed the instructor twice but did not receive a response from the professor. As for the first email, the professor already met and spoke with the student. The professor didn't respond to the second email because it was sent weeks after the end of the semester.

Overall, the subcommittee didn't find any strong evidence of unfairness. The subcommittee will prepare a report for the committee's vote in the next meeting.

2324-08:

The student claimed to be targeted by the professor. The student requested to pass the course with CR (credit) or receive Incomplete.

The discrepancies in the assignment were brought up. The student skipped school due to family issues, and couldn't complete the assignment on time.

The student claimed the assignment wasn't graded in a timely manner, but the professor graded soon after the student asked for the grade.

The student claimed there was no tolerance for late submission in the assignments, but the first assignment was extended by the professor due to the student's unforeseen circumstances, and in the second assignment, the grade was reduced by 10 points because of late submission by one day.

STUDENT FAIRNESS COMMITTEE

The professor mentioned he was available for help. When meeting with the professor, the student claimed that the professor made unpleasant comments about the grammar in the students assignments, and the student didn't feel comfortable.

The subcommittee will check for the final grades to see if they are close to passing. More to be done by the subcommittee on reviewing the case and the grades.

III. New Cases:

2324-09: Professor failed the student due to plagiarism. The associate dean found there was no plagiarism in the student's assignment, but the professor decided that the grade stands. The SFC will clarify with the senate whether the committee can enforce a SCED review of the case before accepting the case. The potential subcommittee was selected, pending the confirmation of the senate.

IV. Other discussions:

N/A

V. Adjourned at 4:45pm

STUDENT FAIRNESS COMMITTEE

April 24th, 2024

AGENDA

1. Call to Order and Roll Call
2. Students Recruitment Status
3. Review of Meeting Minutes from Apr 10, 2024
4. Review and Discuss Cases:
 - a. 2324-04: See below
 - b. 2324-07 & 2324-08: See below
5. New Petition: Yes (from last meeting)
6. Discussion - Members whose term ends in 2024
7. Nomination for Chair of the SFC for next term: 2024-25 academic year

Case updates and new petitions:

Cases of AY 2023-24:

<u>Case #</u>	<u>Date Filed</u>	<u>Concern</u>	<u>Graduate Semester</u>	<u>Major</u>	<u>Course</u>	<u>College of Faculty Member</u>	<u>Semester of the Course</u>
2324-04	8/31/23	Grade Dispute	2024 Summer/Fall	MBA	BUS 250	College of Business	Spring 2023
2324-07	2/29/24	Grade Dispute	2024 Spring *	MSW (online)	SCWK 298A - section 80	College of Health & Human Sciences	Fall 2023
2324-08	2/29/24	Grade Dispute	2025	MSW (online)	SCWK 298A - section 80	College of Health & Human Sciences	Fall 2023
2324-09 (New case)	3/22/24	Grade Dispute	2025 Spring	Justice Studies	JS 121	College of Social Sciences	Winter Session 2023

* Student is graduating this semester, the case needs to be prioritized.

Next Committee Meeting: May 8, 2024 via zoom.

**STUDENT FAIRNESS COMMITTEE
MINUTES**

April 24, 2024

Members Present: F. Lau, N. Dubus, G. Vinuales, K. Tsai, F. Di Troia, M. Agumbe Suresh, T. Korani, S. Bashash, F. Teixeira, E. Green, L. Miller, J. Kishore, A. Rao, A. Belardes

Guest(s): No guests.

Absent: C. Guell, A. Sohail Ahmed, Y. Kotra

Recorder: J. Morrison

The meeting was called to order at 3:01 p.m.

I. Updates:

No new members.

II. Review:

Previous minutes were reviewed and unanimously approved.

Cases:

2324-07:

The committee reviewed the subcommittee report. The report was approved.

Number of Eligible Voters Present: 11

Number of Votes For: 11

Number of Votes Against: 0

Number of Abstentions: 0

2324-04:

The committee reviewed the subcommittee report. The report was approved.

Number of Eligible Voters Present: 10

Number of Votes For: 9

Number of Votes Against: 0

Number of Abstentions: 1

2324-08:

STUDENT FAIRNESS COMMITTEE

The committee reviewed the case materials and asked a few follow-up questions. The subcommittee was asked to draft the report for review at the next committee meeting.

2324-09 (new case):

The committee chair confirmed with the Senate that the case is within the committee's purview. The subcommittee shared case updates and new evidence. The instructor did not report the instance of plagiarism, so the subcommittee asked the instructor to submit an Academic Integrity Reporting Form. It will proceed with the investigation regardless of whether a report is submitted to Student Conduct and Ethical Development.

III. Other discussions:

The committee discussed chair nominations for the next academic year.

IV. Adjourned at 4:27 p.m.

STUDENT FAIRNESS COMMITTEE

May 8th, 2024

AGENDA

1. Call to Order and Roll Call
2. Students Recruitment Status
3. Review of Meeting Minutes from Apr 24, 2024
4. Review and Discuss Cases:
 - a. 2324-04 & 2324-07 - cases closed (see below)
 - b. 2324-08 & 2324-09
5. New case(s): No
6. Nomination for Chair of the SFC for next term: 2024-25 academic year

Case updates and new petitions:

Cases of AY 2023-24:

<u>Case #</u>	<u>Date Filed</u>	<u>Concern</u>	<u>Graduate Semester</u>	<u>Major</u>	<u>Course</u>	<u>College of Faculty Member</u>	<u>Semester of the Course</u>
2324-04	8/31/23	Grade Dispute	2024 Summer/Fall	MBA	BUS 250	College of Business	Spring 2023
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2324-08	2/29/24	Grade Dispute	2025	MSW (online)	SCWK 298A - section 80	College of Health & Human Sciences	Fall 2023
2324-09	3/22/24	Grade Dispute	2025 Spring (Possible in Fall 2024)	Justice Studies	JS 121	College of Social Sciences	Winter Session 2023

* Student is graduating this semester, the case needs to be prioritized.



STUDENT FAIRNESS COMMITTEE

Chair election:

Nominees: Fabio Di Troia

Next Committee Meeting: May 22, 2024 via zoom. (last meeting in spring 2024) - will cancel if no new cases.

**STUDENT FAIRNESS COMMITTEE
MINUTES**

May 8, 2024

Members Present: F. Lau, N. Dubus, G. Vinuales, K. Tsai, F. Di Troia, M. Agumbe Suresh, T. Korani, S. Bashash, L. Miller, A. Rao, J. Morrison, E. Green, T. Korani

Guest(s): No guests.

Absent: J. Kishore, F. Teixeira, A. Belardes

Recorder: C.Guel

The meeting was called to order at 3:10 p.m.

I. Updates:

Student Recruitment Status for Fall semester. Feyon to work with Associated Students for advertising among students.

II. Review:

Previous minutes were reviewed and unanimously approved.

Cases:

2324-07:

Decision was sent out and case closed.

2324-04:

Decision were sent out and case closed.

2324-08:

The committee reviewed the case materials and asked a few follow-up questions. The subcommittee was asked to draft the report for review at the next committee meeting.

Subcommittee report reviewed.

Multiple grounds for appeals reviewed and no support found.

Subcommittee recommends that they did not see evidence of support of any of the claims, and do not support the student's request for a grade change to incomplete to pass the course.

Number of Eligible Voters Present: 8

Number of Votes For: 8

Number of Votes Against: 0

STUDENT FAIRNESS COMMITTEE

Number of Abstentions: 0

2324-09::

Subcommittee report reviewed.

Instructor did not meet with Associate Dean and wanted to keep grade. Within a month period of time, the report could not be provided to SCED. Instructor has submitted multiple SCED reports so is aware of the process, but did not submit for this student. Report submitted showing 61% match in Nov. 2023. In absence of SCED report, no sanction against the student. Not a grade dispute case, but whether academic sanctions should have been imposed since no SCED report filed. .

Subcommittee recommends that the academic sanction currently imposed be removed, student's final essay be graded by an independent faculty member from the College of Social Science, and the student's grade to be updated accordingly.

Number of Eligible Voters Present: 9

Number of Votes For: 9

Number of Votes Against: 0

Number of Abstentions: 0

No new cases submitted for the remainder of the semester.

III. Other discussions:

Nominee: Fabio Di Troia

Discussion of returning committee roster.

Number of Eligible Voters Present: 9

Number of Votes For: 9

Number of Votes Against: 0

Number of Abstentions: 0

IV. Adjourned at 4:06 p.m.

STUDENT FAIRNESS COMMITTEE

Recommended Policy Changes

The following changes to policy S14-3 are recommended:

- Clarify policy about unusual situations for grade disputes if the faculty member is retired
- Detail the responsibilities and timeline for subcommittee investigations
- The policy should detail the timeline for grade changes to be implemented by instructor if they agree with an SFC recommendation
- Responsibilities and voting rights for administrative and staff members should be clarified.
- Modify and clarify the grievance process in the S14-3 policy.
- S14-3 currently states: "end of the subsequent fall or spring semester following that in which the alleged cause of the dispute occurred".