

<input type="checkbox"/>	New policy proposal	<input type="checkbox"/>	Minor/technical revision of existing policy
<input checked="" type="checkbox"/>	Major revision of existing policy	<input type="checkbox"/>	Reaffirmation of existing policy

(A) Policy Statement

The University of Toledo College of Nursing recognizes a student’s right to due process. The College of Nursing upholds the principles of fairness, integrity, and equitable application of course syllabi. These principles are upheld via College of Nursing policies and procedures for student evaluation, and the grading processes for the assignment of a final course grade.

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1. When a Student May Dispute a Final Course Grade; Grievance Criteria. Students may dispute a final course grade when the Student believes that there has not been an equitable application of the course syllabus or College of Nursing policies and procedures for student evaluation and grading. Students may not dispute a final course grade because of dissatisfaction with an assigned grade, particular examination or grading process when course policies have been applied equitably to all students. Students may not challenge the actual grading policies themselves where applied equitably to all students.

Availability of Information. To protect the Faculty member and the Student, it is crucial that tests, papers, and other such material (which were evaluated and were considered in arriving at the final course grade but have not been returned to the Student) be available for inspection by the Student and by other persons (i.e., the departmental chair, the Dean or Faculty representatives, and members of the SGC Committee involved in the grievance procedure). The SGC is composed of 5 Faculty representatives elected by the faculty council as a whole and 2 non-voting students. Of the faculty members, all are

- Prepare the written recommendations and
 - Submit recommendations to Associate Dean of Academic Affairs
- 5) Audio recording will record the Hearing to ensure accuracy of the information and proceedings. Committee deliberation will not be part of the recording or be made a part of the record.
 - 6) Deliberations will be conducted in closed session by SGC members only. Deliberations will be limited to data and testimony collected during the Hearing. The evidence presented during the Hearing is to be weighed and conclusions of fact should be drawn and a recommendation approved by majority vote. A written recommendation will be created by the committee Chair. Any recommendation will be based exclusively

<p>Approved by:</p> <p><u>/s/</u> Gregory C. Postel, M.D. President</p> <p><u>May 27, 2022</u> Date</p> <p><i>Review/Revision Completed by: College of Nursing, Senior Leadership Team</i></p>	<p>Policies Superseded by This Policy:</p> <ul style="list-style-type: none">• None <p>Initial effective date: May 1, 2009</p> <p>Review/revision date: May 5, 2014, May 27, 2022</p> <p>Next review date: May 27, 2025</p>
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PETITION OF A FINAL COURSE GRADE FORM	
COLLEGE OF NURSING Health Science Campus MS1026, 3000 Arlington Avenue, Toledo, Ohio 43614-2598	

1. Background Information

Student name: _____ Date: ____ / ____ / ____

Course Name & No.: _____ Faculty of Record: _____

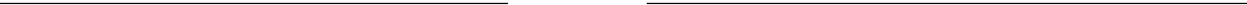
Course Term: ____ Fall ____ Spring ____ Summer ____ Year

Final Course Grade

2. Nature of Concern: Students may dispute a final course grade when the student believes **there has** not been equitable application from the course syllabus or of the College of Nursing policies and procedures for student evaluation and grading.

Student may attach copies of any important documents along with a description of the elements that may be

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Faculty Member (Print Name)	Signature	Date
Outcome of attempt to resolve this matter with the Course Leader: (If no meeting occurred, explain why) (To be completed by the Course Leader.)		

Course Leader (Print Name)	Signature	Date
Attempt to resolve this matter through a discussion with the Program Director What was the outcome of your meeting(s) with the Program Director? (If no meeting occurred, explain why.) (To be completed by the Program Director.)		

Program Director (Print Name)	Signature	Date
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If resolution is achieved, the Associate Dean of Academic Affairs is notified.

5. If the issue is not resolved to the Student’s satisfaction, it will be forwarded to the Student Grievance Committee Chairperson by the Program Director.

5.1 Review of Petition/Exhaustion of Informal Process

After review of the materials submitted, it was determined that a basis for the grievance:

Does not exist and the petition is dismissed.

___ May exist and a hearing will be scheduled. Student wants witness present: ___ Yes ___ No

Grievance Chairperson (Print Name)	Signature	Date
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Appeal to the Dean

Decision: (if grievance was not resolved through a grievance conference)

___ The grievance is not supported by the evidence presented.

___ The grievance is supported by the evidence presented.

Outcome: _____

Signature of Dean: _____

Date: _____

A copy of this form should be kept in the Student's file and the original should be provided to the Student.
(Form Rev 5/18/2020)