Student Informed of Academic Action

Within 20 Business Days of the Academic Action

Discussion with Faculty Member

Within 40 Business Days of Notification of Academic Action

Student Appeals to Chair (of offering Department)

Faculty Member May Respond to Appeal Within 10 Business Days

Within 15 Business Days of Appeal

Chair Decision

Within 15 Business Days of Chair’s Decision

Student or Faculty Member May Appeal to Academic Appeals Committee (AAC)

Opposing Party May Respond Within 5 Business Days of Appeal

At Least 15 Days Before Hearing

Chair Schedules Hearing and Notifies Parties

At Least 5 Business Days Before Hearing

Parties Exchange Lists of Witnesses/Documents

Hearing

Within 10 Business Days of Hearing

Written Recommendation of AAC Conveyed to College Dean

Within 10 Business Days of Dean’s Decision

Dean Issues Written Decision to Parties

Dean May Also Return Report to AAC for Further Investigation

Within 10 Business Days of Appeal

Student or Faculty Member May Appeal to Senior Vice President

Opposing Party May Respond Within 5 Business Days of Appeal

Within 10 Business Days of Appeal

Senior VP Issues Decision to Parties, the Dean and the AAC Chair

Senior VP May Also:
1) Return Report to College for Further Consideration;
2) Convene Ad Hoc Committee to Consider Basic Fairness and Due Process

If Ad Hoc Committee, Senior VP Issues Decision 20 Business Days After Appeal