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**California State University, Long Beach  
Curriculum and Educational Policies Council**

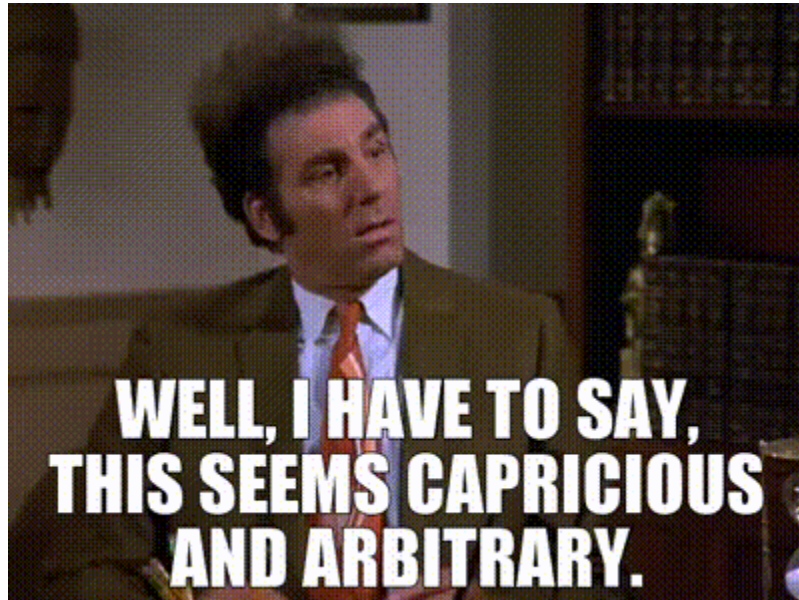
**Minutes – AY2024-25 – Meeting 12  
Wednesday, February 26<sup>th</sup>, 2025, 2:00-4:00 PM  
LIB201**

Attendance: Jeff Bentley, Craig Macauley, Laura Forrest, Chloé Pascual, Pei-Fang Hung, Manny Pulido, Praveen Shankar, Babette Benken, Kirsten Sumpter, Sharon Olson, Donna Green, Christine Scott-Hayward

1. Approval of the agenda – Approved.
2. Approval of minutes from February 26<sup>th</sup>, 2025 meeting – Approved.
3. Announcements –
  - a. Data Science event on March 22, hosted by Babette. Open to high school, community college, CSU students
  - b. BeachGo App. You get points for green transportation. There are monthly giftcard drawings. [BeachGO app | California State University Long Beach](#)
  - c. Next week we will be reviewing PS 85-05 Deadline for Adding Classes
4. Revision of PS 11-09 **Grade Appeals Procedure** – (Second Reading)
  - a. There were 6 responses to our solicitation for feedback. Four colleges represented. (In addition to the cross-section represented on our council). Mixed feedback, Some think the proposed timelines are feasible, and some do not.
  - b. Quest: Can this be through chicklets/Docusign/Interfolio on SSO?
  - c. People like the one-form idea.
  - d. Laura: GAC is very well-run, and we should consult with them to help us with this.
  - e. One college has grade appeals reqs that are not covered in the university policy, which can be confusing.
  - f. Comments that the policy is too long.
  - g. Some feedback asked that we Update policy to mention cloud storage like One Drive instead of file cabinet drawers.
  - h. Suggestion for a diagram for the timeline.



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- i. Comment: There is a difference between process and policy, so we need to keep that clear.
  - j. Jeff proposes we break into groups to work on different sections of the policy.
  - k. Comment: Once we open a policy, we can potentially look at many different things. Response: We were asked to consider timeline and a unified form, and it would be great if we could mainly stick to that, but if there are things we think need changed, we can potentially look at them.
  - l. Question: What does “capricious” and “arbitrary” mean in the context of this policy?



- m. Dept. chair meet with student/student file grade appeal: Current timeline is 40 days. Perhaps 30 days? (Instructional days) (comments in favor of 20 or even 15 days).
- n. Students lose access to Canvas very soon after the semester ends. They can request access, but we should let them know that.
- o. We worked on similar issues when we looked at the plagiarism policy.
- p. Once the student submits their written statement, the process begins.
- q. Straw poll: we are leaning toward 20 days for dept. chair to meet with student.
- r. Comment: We should separate out some of these steps so we understand what has to get done in a timeline. Add in section for “Informal resolution process:



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chair/student, chair/instructor.” Decided to add wording to the second line rather than put a separate line.

- s. Discussion of what happens for students who need the class being appealed in order to register for next. Should there be an expedited process or a should we have students do a request for late add?
  - t. Discussion of peremptory challenges. (Vs. challenges for cause). Peremptory challenges need to happen within 5 days of GAC being notified.
  - u. Discussion of whether college committee is necessary. How many times has a college committee overruled the department committee? Dept. has subject expertise, but college might be less biased. Perhaps we should get rid of the department and keep the college? Dept. Chair could be an ex-officio member of college GAC.
  - v. Everyone is in favor of getting rid of the dept. level, and the dept chair goes straight to college GAC.
  - w. We should get feedback about this substantial change, but we will wait until we have fleshed out more about the rest of the policy to make sure it makes sense.
5. Review of GWAR Policy Impact Report
- a. Please skim through Jeff’s GWAR Proposal Impact Report and propose any language or changes that you want to see.
  - b. Send feedback to Jeff by Tuesday 18<sup>th</sup>.
6. Adjournment 3:59

**Next meeting: March 26<sup>th</sup>, 2025**