



---

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

**Minutes – AY2025-26 – Meeting 9 - A. Fisher  
Wednesday, February 11th, 2026, 2:00-4:00 PM  
Zoom: <https://csulb.zoom.us/j/85806555081>  
Meeting ID: 858 0655 5081**

Attendance: Jasmine Forbes, Hailu Xu, Chris Swarat, Sophia Benitez, Chris Marino, Rebecca Bustamante, Bre Evans-Santiago, Lisa Fish, Amanda Fisher, Pei-Fang Hung, Christine Scott-Hayward, Henry O'Lawrence, Ann Kim, Brian Cole, Donna Green, Jose Miguel Palacios, Robert Moushon, Laura Forrest, Shamim Mirza, Danny Paskin, Judy Prince, Danielle Kohfeldt, Sharon Olson, Estella Chizhik, Kirsten Sumpter, Craig Macaulay, Jeff Bentley

1. Approval of the agenda - Approved
2. Approval of minutes from January 28th, 2026 meeting - Approved
3. Announcements
  - a. Academic Senate approved COE renaming
4. 2nd Reading Discontinuance – MA in Education (Option in Math) – Time certain 2:15 – Associate Dean Rebecca Bustamante, Bre Evans Santiago, Estella Chizhik
  - a. Dean of COE wishes to discontinue program because out of compliance of stand-alone status. Also, overlap with MS in Math Education in CNSM. Currently no students because program has been on hiatus. Potentially a future MS in K-12 Mathematics. Discontinuing this program does not remove math training. Teachers still receive training in teaching math.
  - b. The other Education MS options are in compliance, but this one is not. After long discussion Academic Affairs advises to discontinue this option. CEPC is the final step in uncontested program discontinuance.
  - c. 17 approvals, 0 deny, 0 abstentions. Uncontested discontinuance.
5. Grade Appeal Policy Discussion Continuation (See CEPC Canvas for Document Link)
  - a. Contined at section 3.3.2 [these section numbers refer to the policy we are revising, not the new version of the policy]
  - b. Revised sentence to clarify "Department Chair or Program Directors"
  - c. 3.3.3 Discussion about changing how long students have to file a grade appeal. Currently 40 days. Should it be shorter in order to speed up the entire grade appeal process? ASI representatives in the meeting suggests leaving it at 40 days.



- 
- i. Proposed alternative- the University census day of the next semester should be the deadline so that it is a clear date in our academic calendar and no confusion around what 40 days means. Also, that would give students the winter or summer break to file a grade appeal.
  - ii. How is census day defined and should we link to a definition? Census day is the official deadline for enrolling for the session. Advisors contributed that they often use this date when advising students. Census date is frequently communicated to students.
  - iii. Proposed alternative - a month is enough time for a student to submit a grade appeal and beyond that won't make the process better. If the student files the grade appeal after 8 weeks the grade appeal may not be decided within that semester. Most grade appeals come in relatively quickly after grades are posted.
  - iv. Decided census date of the next semester should be the deadline for grade appeals for regular semester courses. For courses that are not a traditional semester, keep 40 business days as the deadline for students to file a grade appeal.
- d. Section 3.4 and 4.1 - should the policy require a meeting between the Department Chair and the student or is a consultation sufficient? If there is no meeting then when does the clock start? Sect. 4.1 the student's request in writing could be done within 5 days. Sect. 3.4 changed "consult" to "meet."
  - e. Section 4.1 Should students have 5 days or 7 days or 10 days or longer to ask the Chair to forward the appeal to the grade appeals committee? ASI rep recommends 5 days. Resolved that 5 days is sufficient.
  - f. Section 4.1.1 added that Department Chairs must include a written summary of the consultation with the student and the Instructor (if they attended the meeting), and may include a personal recommendation.
  - g. Section 4.1.2 added that the Instructor may respond within 10 days and the Chair of the grade appeals committee must share the Instructor's response with the student.
  - h. Moved statement that student may withdraw appeal at any time to section 1.7
  - i. Section 4.2 Change to the grade appeals committee must reach a decision on the appeal within 30 days after receiving the Instructor's response.
  - j. Section 4.3.1 changed 10 days to 5 business days for Instructor to submit the grade change request



- 
- k. Section 4.3.2 Changed 10 days to 5 days for student or Instructor to decide whether to appeal the grade appeals committee decision.
  - l. Section 4.4.2 Changed 10 days to 5 days for chair to send file to the college grade appeals committee.
  - m. Section 4.4.1 Clarified that if student loses appeal the original grade remains on the transcript
  - n. Stopped at end of section 4
6. Adjournment at 3:57 pm

**Next meeting: February 25th, 2026**