


## MEMORANDUM

DATE: November 7, 2023

TO: Tracy Hammond, PhD  
Speaker, Faculty Senate

FROM: Kristen Harrell, PhD   
Chair, Rules and Regulations Committee

SUBJECT: Proposed Revisions to the Texas A&M Student Rules

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Attached please find proposed revisions to the Texas A&M University Student Rules as approved by the Rules and Regulations Committee on Friday, November 3, 2023.

## PROPOSAL

**Rule 57.6.1 – Deadlines – Disputes Over an Unauthorized Absence Determination**

**Rule 57. 6.2 – Deadlines – Disputes Over Final Grades**

**Approved by Faculty Senate on Monday, December 11, 2023**

**Approved by President, Wednesday, December 20, 2023**



## **JUSTIFICATION**

Additional deadlines within the appeals process need to be added for clarity and to keep the appeals process moving forward.

## **PROPOSED BY:**

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# 57. Undergraduate Academic Appeals Panel

(Revised: 2021)

## Section 57.6.1

Current Section of the Student Rule:

57.6.1 Deadlines—Disputes Over an Unauthorized Absence Determination. The student must initiate a preliminary resolution procedure within three (3) university business days of the instructor's decision. Students requesting a hearing before the UAAP must file the hearing request form within ten (10) university business days of receiving the dean's (or designee's) written response referenced above (57.4.1.3) or the last day of regular classes during the academic term in which the adverse decision was made, whichever comes first.

Proposed Section of the Student Section of the Rule:

57.6.1 Deadlines—Disputes Over an Unauthorized Absence Determination.

- The student must initiate a preliminary resolution procedure **in writing** within three (3) university businessdays of the instructor's decision.
- **Students requesting a Department Review must submit the appeal in writing to the department head (or designee) within ten (10) university business days of receiving the respondent's written response referenced above (57.4.1.1).**
- **Students requesting a College/School Review must submit the appeal in writing to the dean (or designee) within ten (10) university business days of receiving the department head's (or designee's) written response referenced above (57.4.1.2).**
- Students requesting a hearing before the UAAP must file the hearing request form within ten (10) university business days of receiving the dean's (or designee's) written response referenced above (57.4.1.3) or the last day of regular classes during the academic term in which the adverse decision was made, whichever comes first.

## Section 57.6.2

Current Section of the Rule:

57.6.2 Deadlines—Disputes Over Final Grades. The student must initiate a preliminary resolution procedure within ten (10) university business days of the day final grades are posted for the semester or summer session in which the disputed grade was earned. Students requesting a hearing before the UAAP must file the hearing request form within ten (10) university business days of receiving the dean's (or designee's) written response referenced above (57.4.1.3) or the fifth day of the long semester (fall or spring) immediately following the academic term in which the adverse decision was made, whichever comes first.

Proposed Section of the Rule:

57.6.2 Deadlines—Disputes Over Final Grades.

- The student must initiate a preliminary resolution procedure **in writing** within ten (10) university businessdays of the day final grades are posted for the semester or summer session in which the disputed grade was earned.
- **Students requesting a Department Review must submit the appeal in writing to the department head (or designee) within ten (10) university business days of receiving the respondent's written response referenced above (57.4.1.1).**
- **Students requesting a College/School Review must submit the appeal in writing to the dean (or designee) within ten (10) university business days of receiving the department head's (or designee's) written response referenced above (57.4.1.2).**

- Students requesting a hearing before the UAAP must file the hearing request form within ten (10) university business days of receiving the dean's (or designee's) written response referenced above (57.4.1.3) or the fifth day of the long semester (fall or spring) immediately following the academic term in which the adverse decision was made, whichever comes first.