

Student Fairness Committee
2014/2015 Year-End Committee Report to the Academic Senate

Chair: Aaron Lington (Fall)/Susan Murray (Spring)
 Chair Elect: TBD
 Number of meetings held: 15

SFC Business Completed in 2014/2015

The Student Fairness Committee (SFC) met 15 times during the 2014/2015 academic year; 8 meetings in the Fall and 7 meetings in the Spring. The agendas, minutes and findings/recommendations summarizing the case dispositions are included with this report.

Two petitions filed late in the Spring 2014 were carried over to the 2014/2015 academic year. In addition to the carry over, the SFC received 23 new petitions, significantly more than the previous year.

AY	New Cases Filed
2014/2015	23
2013/2014	9
2012/2013	25
2011/2012	15
2010/2011	5

Three of the new cases filed in 2014/2015 will be carried over to Fall 2015 due to the fact that they were filed late in the semester.

Formal Hearings	9
Petitions Dismissed	6
Resolved Informally	6
Petitions Withdrawn	1
Carried Over	3

2014/2015 by College

	Petitions Recv'd	Formal Hearings	Dismissed	Informal Res.	Withdrawn	Carried Over
Business	4	1	1	2	0	0
CASA	6	1	2	1	1	1
Education	1	0	1	0	0	0
Engineering	5	4	1	0	0	0
Humanities	4	0	0	2	0	2
Science	2	1	1	0	0	0
Social Science	0	0	0	0	0	0
Student Affairs	2	2	0	0	0	0
Academic Affairs	1	0	0	1	0	0
	25	9	6	6	1	3

Student Fairness Committee
2014/2015 Year-End Committee Report to the Academic Senate

Student Fairness Case History

The SFC findings and recommendations specific to each case are attached in order of case number.

1415-001	Grade Dispute	Business/BUS 110B/Fall 2013 Resolved informally with instructor after assignment to an SFC subcommittee.
1415-002	Grievance	Education/SCED 173/Spring 2014 Petition dismissed after review by the SFC.
1415-003	Grade Dispute	CASA/JS 100W/Spring 2014 SFC determined that course requirements were not applied consistently and fairly. Finding in favor of the student. Grade changed from C- to C.
1415-004	Grade Dispute	CASA/MCOM 63/Spring 2014 Resolved informally with instructor after assignment to an SFC subcommittee.
1415-005	Grade Dispute	Business/BUS3 160/Spring 2014 SFC determined that the course greensheet was inconsistent with university policy in a number of areas. Finding in favor of the student. Grade changed from a B- to a B.
1415-006	Grievance	Engineering/Software Engineering/Fall 2014 Petition dismissed after review by the SFC.
1415-007	Grade Dispute	CASA/OT 132/Fall 2013 Petition withdrawn by student.
1415-008	Grievance	CASA/SLIS/Fall 2014 Petition dismissed after review by the SFC.
1415-009	Grade Dispute	Engineering/CMPE 273/Spring 2014 SFC determined that evaluation differed from announced requirements, did not provide a clear and consistent method of evaluation, and that requests for information during the semester regarding academic process were not responded to in a

Student Fairness Committee
2014/2015 Year-End Committee Report to the Academic Senate

		reasonable time. Finding in favor of the student. Grade changed from B- to B.
1415-010	Grade Dispute	Science/CS 154/Spring 2014 Petition dismissed after review by the SFC.
1415-011	Grade Dispute	Business/MIS 110B/Spring 2014 Resolved informally with instructor before assignment to an SFC subcommittee.
1415-012	Grade Dispute	Humanities & Arts/DSIS 125A/Spring 2014 Resolved informally with instructor and chair after assignment to an SFC subcommittee.
1415-013	Grade Dispute	Engineering/ChE 211/Spring 2014 SFC determined that grading criteria did not provide a clear and consistent method of evaluation. Finding in favor of the student. Grade changed from A- to A.
1415-014	Grievance	Science/Mathematics/Fall 2014 SFC clarified the process and policy related to MA committee structure and qualifications as outlined in S14-10 and made suggestions to avoid recurrence of the issue.
1415-015	Grievance	Business/BUS 134A/Fall 2014 Petition dismissed after review by the SFC.
1415-016	Grievance	CASA/SLIS/LIS 287 Petition dismissed after review by the SFC.
1415-017	Grievance	Campus Life/Housing/Fall 2014 The SFC determined that the student was denied their right to due process as outlined in the SJSU Student Fairness Dispute Resolution policy (S14-3). Finding in favor of the student. A pro-rated refund was issued.
1415-018	Grievance	Campus Life/Housing/Fall 2014 The SFC determined that the student was denied their right to due process as outlined in the SJSU Student Fairness Dispute Resolution policy (S14-3). Finding in favor of the student. A pro-

Student Fairness Committee
2014/2015 Year-End Committee Report to the Academic Senate

		rated refund was issued.
1415-019	Grievance	Undergraduate Studies/Special Major Resolved informally with instructor after assignment to an SFC subcommittee.
1415-020	Grade Dispute	Engineering/EE101/Spring 2014 SFC determined there was no evidence of unfairness but made suggestions to avoid recurrence of the issue. Finding in favor of the department.
1415-021	Grade Dispute	Engineering/CE 140/Fall 2014 The SFC determined that the grading policy had been misapplied and that evaluation differed from the announced requirements. Finding in favor of the student. Faculty appealed to BAFPR. BAFPR upheld the SFC findings and recommendations. Grade changed from a WU to a D.
1415-022	Grade Dispute	Humanities & Arts/LLD 100A/Fall 2014 Resolved informally with instructor, chair, and associate dean after assignment to an SFC subcommittee.
1415-023	Grade Dispute	Humanities & Arts/TA Filed in late April 2015. Carried over to Fall 2015/2016.
1415-024	Grade Dispute	Humanities & Arts/MUS 10A/Fall 2014 Filed in May 2015. Carried over to Fall 2015/2016.
1415-025	Grade Dispute	CASA/JS 129/Fall 2014 Filed in May 2015. Carried over to Fall 2015/2016.

Unfinished Business Items for 2015/2016

The Academic Integrity Policy gives instructors the right to assign an academic sanction independent of an administrative sanction from the Office of Student Conduct (OSCED). However, if the Student Conduct investigation concludes that the student is not responsible or dismisses the referral due to insufficient evidence, there is no process for the student to challenge the grade.

Student Fairness Committee
2014/2015 Year-End Committee Report to the Academic Senate

The SFC policy specifically states that grades that result from cheating are not issues of fairness and they should, therefore, be removed from the Student Fairness process, but fails to address how such grade disputes should be handled. Additionally, students have experienced difficulty in challenging an academic sanction when it is not reported to the OSCED or is reported, but is designated "No Action" by the referring faculty.

The issue was first referred to and discussed by ISA on 9/9/13 and it was tabled. The request to reconsider the issue was made to ISA on 4/4/14 at the suggestion of campus counsel. The issue was taken up by ISA again in Spring 2015, but was tabled for further discussion which did not occur before the semester ended. The issue will be raised with ISA again in Fall 2015.

Policy Concerns Identified in 2014/2015

The most common policy issues involved in the petitions received by the committee are consistent with previous years and the number of formal complaints has increased. In an effort to reduce course complaints, the SFC has compiled the attached list of *Strategies to Reduce Course-Related Complaints* for distribution to all faculty and request that it is done before the start of the Fall 2015 semester.

New Business for 2015/2016

There is no pending new business for 2015/2016.

STUDENT FAIRNESS COMMITTEE
AGENDA
Wednesday, September 3, 2014
3:00 PM - 5:00 PM
SSC

1. Review of the Agenda
2. Case Presentation(s)—None

Name	Case #	Date Filed	Course	Instructor	Semester	Notice Sent	Reviewed	Assigned	Subcommittee

3. Case Updates & Review of Meeting Dates

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Reviewed	Assigned	Subcommittee	Target Hearing Date

4. Petitions for Review

Name	Case #	Date Filed	Course	Instructor	Sem	Notice Sent
Sayfie, Kasra	1415-001	5/22/2014	Bus 110B	Burkhard	F 13	08/29/14
Katen, Catherine	1415-002	5/26/2014	SCED 173	Rodriguez	Sp14	08/29/14
Despas, Melissa	1415-003	8/8/2014	JS 100W	Kameda	Sp 14	08/29/14
Nguyen, Loan	1415-005	8/23/2014	Bus3 160	Boschken	Sp 14	08/29/14
George, Alice	1415-006	09/02/14	Software Eng	Harkey/Su	F 14	09/03/14

5. Cases Awaiting Assignment

Name	Case #	Date Filed	Course	Instructor	Semester	Notice Sent

6. Other Business—None

7. 2014/15 Meeting Dates:

Sept. 3, 17	Feb. 4, 18
Oct. 1, 15, 29	Mar. 4, 18
Nov. 5, 19	Apr. 1, 15, 29
Dec. 3	May 6

Student Fairness Committee
Meeting Minutes
September 3, 2014

Present: Brooks, Scharberg, Lington, Murray, Sanchez, Skovran, Randle, Gonzales, Cohen, Manss

Absent: Czerwinski, Jindal, Pino, Khalil

Notetaker: Ferguson

1. Election of Chair: Fall '14 Chair: Lington; Spring '15 Chair: Murray
 2. Review of the Agenda
 3. Case Presentations – none
 4. Case Updates – none
 5. Petitions for Review
 - a. Sayfie, Kasra
 - Academic renewal without going to class?
 - Accepted, **Subcommittee: Lington, Randle, Manss**
 - b. Katen, Catherine
 - Student is asking for course to be redesigned, she withdrew from the course.
 - May be problems with greensheet, it is not using the current template.
 - Issue with timely feedback and due dates.
 - Need to contact chair, professor may no longer be at SJSU.
 - **Will contact assoc. dean to attempt informal resolution.**
 - c. Despas, Melissa
 - Student was not allowed to make up a class assignment where other students were.
 - Inconsistency with greensheet and professor offering some students make-ups.
 - **Need to contact chair to attempt informal resolution.**
 - d. Nguyen, Loan
 - Participation "approximately"... - policy issue.
 - Class curve is not explained in greensheet.
 - Group evals not explained in terms of grade weight.
 - Accepted, **Subcommittee: Murray, Skovran, Khalil**
 - e. George, Alice
 - **Which dept. did she apply for? Was she reassigned?**
 - Each graduate program in engineering has different requirements for GRE scores.
 - Issue with GRE requirements stated on old website. Current website has GRE minimum score requirement.
 - Change of major requirements apply currently, they are not grandfathered in.
 - Minimum GRE score is not a guarantee of admission.
 - **Need admission criteria for both depts.**
 6. Cases Awaiting Assignment
 7. Other Business – none; Next meeting – Sep 17th
- Meeting adjourned – 4:38 pm

**STUDENT FAIRNESS COMMITTEE
AGENDA
Wednesday, September 17, 2014
3:00 PM - 5:00 PM
SSC 603**

1. Review of the Agenda
2. Case Presentation(s)—None

Name	Case #	Date Filed	Course	Instructor	Semester	Notice Sent	Reviewed	Assigned	Subcommittee

3. Case Updates & Review of Meeting Dates

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Reviewed	Assigned	Subcommittee	Target Hearing Date
Sayfie, Kasra	1415-001	5/22/14	Bus 110B	Burkhard	F 13	08/29/14	09/03/14	09/03/14	Lington/(Randle)/ Manass	
Katen, Catherine	1415-002	5/26/14	SCED 173	Rodriguez	Sp14	08/29/14	09/03/14	Hold		
Despas, Melissa	1415-003	8/8/14	JS 100W	Kameda	Sp 14	08/29/14	09/03/14	Hold		
Nguyen, Loan	1415-005	8/23/14	Bus3 160	Boschken	Sp 14	08/29/14	09/03/14	09/03/14	Murray/(Skovran)/ Khail	
George, Alice	1415-006	09/02/14	Software Eng	Harkey/Su	F 14	09/03/14	09/03/14	Hold		

4. Petitions for Review

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent
Lawrowska, Sylwia	1415-007	09/08/14	OCTH 132	Smith	F14	09/09/14
Rice, Bethany	1415-008	09/16/14			F14	TBD
Tulakyan, George	1415-009	09/15/14	CMPE 273	Aung	Sp14	09/17/14

5. Cases Awaiting Assignment

Name	Case #	Date Filed	Course	Instructor	Semester	Notice Sent

6. Other Business—Priority Registration Policy update

7. 2014/15 Meeting Dates:

Sept. 3, 17; Oct. 1, 15, 29; Nov. 5, 19; Dec. 3; Feb. 4, 18; Mar. 4, 18; Apr. 1, 15, 29; May 6

Student Fairness Committee
Meeting Minutes
September 17, 2014

Present: Brooks, Czerwinski, Scharberg, Sorkhabi, Lington, Murray, Sanchez, Skovran, Randle, Manss, Khalil, Jindal

Absent: Gonzales, Cohen, Pino,

Notetaker: Ferguson

1. Review of the Agenda
2. Case Presentations – none
3. Case Updates
 - a. Sayfie, Kasra
 - Professor responded, opted to resolve issue with student
 - Waiting for update from professor
 - b. Katen, Catherine
 - Timely feedback issue
 - Did student receive a schedule of assignments?
 - Another student has come forward with concerns about the class this semester
 - Issue of instructional style
 - Student did not complete course
 - Cannot accept case, notice will be sent to student stating SFC is aware of concerns and department will be notified.
 - c. Despas, Melissa
 - **Accepted, subcommittee:**
 - d. Nguyen, Loan
 - Met with student, meeting with chair scheduled. Target 10/15
 - Professor has retired
 - e. George, Alice
 - She applied for Computer Eng.
 - GRE is required now, was not required last year
 - Catalog requirements do not match requirements on eng. website
 - Requirements have been changing frequently.
4. Petitions for Review
 - a. Lawrowska, Sylwia

Student Fairness Committee
Meeting Minutes
September 17, 2014

- Class she was requesting to retake is no longer offered
 - An equivalent class should be used as a substitution
 - She was not satisfied with the resolution offered by the department
 - She feels that the department's resolution would result in more work than retaking a class for academic renewal
 - OT is being phased out
 - She has graduated, her GPA is not high enough to get into the master's program
 - She shouldn't have to meet GPA requirements for independent study due to a class no longer being offered
 - Department is operating under a different academic renewal policy than the standard university policy
 - **Accepted, subcommittee:**
- b. Rice, Bethany
- She is not a local student, was taking online classes
 - More information needed, did she fully understand financial aid policies?
- c. Tulakyan, George
- Peer evaluation was not listed in greensheet
 - Was not provided the opportunity to review his final
 - Sticky note review of group members determining grades is inappropriate
 - Timely feedback not given
 - Greensheet is outdated
 - Issues are reoccurring within engineering, dept. chairs need to intervene and attempt resolutions.
 - Issue with +/-5% grade changes
 - Students should not have to be concerned about retaliation for challenging grades
 - Accepted, subcommittee: Czerwinski, Khalil
5. Cases Awaiting Assignment - none
6. Other Business
- a. Priority registration policy update

Next meeting – Oct. 1st

Meeting adjourned – 4:54pm

STUDENT FAIRNESS COMMITTEE
AGENDA
Wednesday, October 15, 2014
3:00 PM - 5:00 PM
SSC 603

1. Review of the Agenda
2. Review of the September 17 Minutes
3. Case Presentation(s)

Name	Case #	Date Filed	Course	Instructor	Semester	Notice Sent	Reviewed	Assigned	Subcommittee
Nguyen, Loan	1415-005	8/23/14	Bus3 160	Boschken	Sp 14	08/29/14	09/03/14	09/03/14	Murray/(Skovran)/ Khalil

4. Case Updates & Review of Meeting Dates

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Reviewed	Assigned	Subcommittee	Target Hearing Date
Sayfie, Kasra	1415-001	5/22/14	Bus 110B	Burkhard	F 13	08/29/14	09/03/14	09/03/14	Lington/(Randle)/ Manss	Hold pending informal resolution.
Lawrowska, Sylwia	1415-007	09/08/14	OCTH 132	Smith	F14	09/09/14	09/17/14	09/0317/14	Sorkhabi/Jindal	Hold pending confirmation of student's request to withdraw the complaint.
Tulakyan, George	1415-009	09/15/14	CMPE 273	Aung	Sp14	09/17/14	09/17/14	09/17/14	Czerwinski/Khalil	
Rice, Bethany	1415-008	09/16/14	FASO		F14	TBD	09/17/14			Hold pending further information from FASO

5. Petitions for Review

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent
Amante, Lourdes	1415-003	08/11/14	MCOM 63	Cheers	Sp14	10/13/14
Hammoudeh, Zayd	1415-010	10/08/14	CS 154	Atta	Sp14	10/09/14

6. Cases Awaiting Assignment

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Assigned
Despas, Melissa	1415-003	8/8/14	JS 100W	Kameda	Sp14	08/29/14	09/03/14

7. Other Business—Priority Registration Policy update
8. 2014/15 Meeting Dates:

Oct. 29; Nov. 5, 19; Dec. 3; Feb. 4, 18; Mar. 4, 18; Apr. 1, 15, 29; May 6

STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
October 15, 2014

Present: Brooks, Czerwinski, Sorkhabi, Lington, Murray, Skovran, Randle, Santana, Gonzales, Manss, Khalil, Ugale

Absent: Cohen, Pino, Jindal, Scharberg, Sanchez

Notetaker: Ferguson

1. Review of the Agenda
2. Review of the Sept. 17 minutes
3. Case Presentations

a. Nguyen, Loan

- Says she participated once during class
- Asked the other members of her group about their grades
- Feels the professor grades more harshly than other professors who teach the same class
- She only found out her participation grade after the course ended, professor did not provide updates throughout the semester on student's participation grade
- She participated a similar amount to other students, yet they got better grades for participation
- Check-mark system was not thoroughly explained until the day of the final exam
- Some participation assignments not listed on syllabus
- Peer evaluation of group projects had multiple grading systems
- She was under the impression that participation during class would not heavily affect her grade
- Feedback not provided on midterms

Discussion

- She was likely ranked 5th without considering participation
- Professor was not taking roll, but was keeping track of 70 students participation
- Contradiction of Loan's participation grade, professor told her she had a D, told subcommittee she had a C
- She said she went to professor's office hours 5 times, but he does not remember her coming
- In-class participation criteria problematic
- No grading scale on syllabus
- Midterms and final were curved, other grades were not

Recommendation: Change of grade from B- to B: recalculate grade based on midterm and final:

For: 9, Against: 0, Abstain: 3

4. Case Updates

- a. Sayfie, Kasra—Hold pending informal resolution.
- b. Lawrowska, Sylwia—Student has requested to withdraw her complaint.
- c. Tulakyan, George—Meeting with professor scheduled, target hearing date 10/29
- d. Rice, Bethany
 - Hold pending further information from FASO
 - She was sent documents including award notice noting enrollment requirements
 - Case closed



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5. Petitions for Review
 - a. Amante, Lourdes (LooLoo)
 - b. Hammoudeh, Zayd
 - Office hours ended when class started, resulting in class always starting late
 - Grade has been changed by dept. chair; student still has issues with the process, more than just a grade dispute it is a performance issue
 - New chair may have been unaware of how the grade dispute process occurs

Case dismissed: no longer a grade issue, it is a personnel and performance issue
6. Cases Awaiting Assignment
 - a. Despas, Melissa

Subcommittee: Sorkhabi, (Cohen), Manss
7. Other Business
 - a. Priority registration policy update

Next meeting – Oct. 29

Meeting adjourned – 4:59pm

STUDENT FAIRNESS COMMITTEE
AGENDA
Wednesday, October 29, 2014
3:00 PM - 5:00 PM
SSC 603

1. Review of the Agenda
2. Review of the October 15, 2014 Minutes
3. Case Presentation(s)

Name	Case #	Date Filed	Course	Instructor	Semester	Notice Sent	Reviewed	Assigned	Subcommittee
Tulakyan, George	1415-009	09/15/14	CMPE 273	Aung	Sp14	09/17/14	09/17/14	09/17/14	Czerwinski/Khalil

4. Case Updates & Review of Meeting Dates

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Reviewed	Assigned	Subcommittee	Target Hearing Date
Sayfie, Kasra	1415-001	5/22/14	Bus 110B	Burkhard	F 13	08/29/14	09/03/14	09/03/14	Lington/(Randle)/ Manns	Hold pending informal resolution.
Despas, Melissa	1415-003	8/8/14	JS 100W	Kameda	Sp14	08/29/14	09/03/14	10/15/14	Sorkhabi/Manns	

5. Petitions for Review

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent
Amante, Lourdes	1415-003	08/11/14	MCOM 63	Cheers	Sp14	10/13/14
Jones, Ryan	1415-011	10/15/14	MIS 110B	Burkhard	Sp14	10/23/14
Schaff, Clint	1415-012	10/23/14	DSID 125A	Speer	Sp14	10/24/14

6. Cases Awaiting Assignment

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Assigned

7. Other Business

8. 2014/15 Meeting Dates:

Nov. 5, 19; Dec. 3; Feb. 4, 18; Mar. 4, 18; Apr. 1, 15, 29; May 6



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**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
October 29, 2014**

Present: Brooks, Czerwinski, Sorkhabi, Lington, Murray, Skovran, Randle, Santana, Gonzales, Manss, Khalil, Ugale

Absent: Cohen, Pino, Jindal, Scharberg, Sanchez

Notetaker: Ferguson

1. Review of the Agenda
2. Review of the Oct. 15 minutes
3. Case Presentations
4. Case Updates
 - a. Sayfie, Kasra—Hold pending informal resolution.
 - b. Lawrowska, Sylwia—Student has requested to withdraw her complaint.
5. Petitions for Review
 - a. Amante, Lourdes (LooLoo)
6. Cases Awaiting Assignment
7. Other Business
 - a. Priority registration policy update

Next meeting – 11/05/2014

Meeting adjourned – 4:59pm

STUDENT FAIRNESS COMMITTEE
AGENDA
Wednesday, November 5, 2014
3:00 PM - 5:00 PM
SSC 603

1. Review of the Agenda
2. Review of the October 29, 2014 Minutes
3. Case Presentation(s)

Name	Case #	Date Filed	Course	Instructor	Semester	Notice Sent	Reviewed	Assigned	Subcommittee
Despas, Melissa	1415-003	8/8/14	JS 100W	Kameda	Sp14	08/29/14	09/03/14	10/15/14	Sorkhabi/Manns

4. Case Updates & Review of Meeting Dates

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Reviewed	Assigned	Subcommittee	Target Hearing Date
Sayfie, Kasra	1415-001	5/22/14	Bus 110B	Burkhard	F 13	08/29/14	09/03/14	09/03/14	Lington/(Randle)/Manns	Hold pending informal resolution.
Amante, Lourdes	1415-003	08/11/14	MCOM 63	Cheers	Sp14	10/13/14	10/29/14	10/29/14	Skrovan/Ugalde	

5. Petitions for Review

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent
Jones, Ryan	1415-011	10/15/14	MIS 110B	Burkhard	Sp14	10/23/14
Chu, Lisa	1415-013	10/29/14	CHE 211	Change	Sp14	10/31/14

6. Cases Awaiting Assignment

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Assigned
Schaff, Clint	1415-012	10/23/14	DSID 125A	Speer	Sp14	10/24/14	10/29/14
							TBD

7. Other Business—Preparation for Provost's visit--12/3
8. 2014/15 Meeting Dates:

Nov. 19; Dec. 3* Feb. 4, 18; Mar. 4, 18; Apr. 1, 15, 29; May 6

**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
November 5, 2014**

Present: Brooks, Skovran, D.Gonzales, Sorkhabi, Lington, Santana, Ugalde, Jindal, Cohen, Sanchez,
J.Gonzales, Manss
Absent: Randle, Scharberg, Khalil, Czerwinski, Murray
Notetaker: Ferguson

1. Review of the Agenda
2. Review of the Oct. 29 minutes
3. Case Presentations
 - a. Despas, Melissa

Student

- 3 days after the class she missed is when she asked the professor about making up the assignment.
- 2 other students missed a different class assignment but they were able to make it up.
- Assignments did not necessarily have to be completed in class.
- Professor said that making up the assignment wouldn't have helped Melissa, but it would have raised her grade from a C- to a C.
- Greensheet states professor does not take late work, but she would occasionally.
- Even though she did not accept late work, she stated all assignments had to be completed even if they were late.
- Chair was worried about Melissa's complaint affecting how the professor would grade her, so he suggested she wait until the end of the semester to submit the complaint. He also did not discuss the case with the professor saying he wants to wait until the case is resolved.
- Professor yelled at and was very rude to Melissa when discussing her performance in the class.

Discussion

- Much inconsistency with late work policies and participation grading.
- Professor acknowledged allowing other students to make up an assignment.
- In class assignments can be completed at home.
- Melissa was not frequently absent.



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- Melissa knew another student in the class who was allowed to make up an in-class assignment. She simply skipped class as Melissa did.

Recommendation: Recalculate grade resulting in a C.

For: 7 Against: 0 Abstain: 5

4. Case Updates

- a. Sayfie, Kasra
- b. Lourdes, Amante

5. Petitions for Review

- a. Chu, Lisa
 - A and A- distinction matters for GPA.
 - Grading scale is ambiguous.
 - **Case accepted, informal resolution will be attempted. Subcommittee: Murray, J.Gonzales**

- b. Jones, Ryan
 - Waiting for a copy of the greensheet.

6. Cases Awaiting Assignment

- a. Schaff, Clint

Subcommittee: Cohen, Santana, (Lington)

7. Other Business

- a. Prepare for Provost's visit on 12/3

Next meeting – Nov. 19

Meeting adjourned – 4:24 pm

**STUDENT FAIRNESS COMMITTEE
AGENDA
Wednesday, November 19, 2014
3:00 PM - 5:00 PM
SSC 603**

1. Review of the Agenda
2. Review of the November 5, 2014 Minutes
3. Case Presentation(s)—None

Name	Case #	Date Filed	Course	Instructor	Semester	Notice Sent	Reviewed	Assigned	Subcommittee

4. Case Updates & Review of Meeting Dates

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Reviewed	Assigned	Subcommittee	Target Hearing Date
Sayfie, Kasra	1415-001	5/22/14	Bus 110B	Burkhard	F 13	08/29/14	09/03/14	09/03/14	Lington/(Randle)/ Manns	Hold pending informal resolution.
Amante, Lourdes	1415-003	08/11/14	MCOM 63	Cheers	Sp14	10/13/14	10/29/14	10/29/14	Skrovan/Ugalde	
Schaff, Clint	1415-012	10/23/14	DSID 125A	Speer	Sp14	10/24/14	10/29/14	11/5/14	Cohen/Santana	
Chu, Lisa	1415-013	10/29/14	CHE 211	Change	Sp14	10/31/14	11/5/14	11/5/14	Murray/Gonzales	

5. Petitions for Review

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Status
Jones, Ryan	1415-011	10/15/14	MIS 110B	Burkhard	Sp14	10/23/14	Hold pending informal resolution.
Sunada, Dwight	1415-014	11/13/14	Math	N/A	F14	11/14/14	

6. Cases Awaiting Assignment

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Assigned

7. Other Business—Preparation for Provost's visit--12/3

- a. Cases to forward for review prior to the meeting—Pothukuchi, Smith, Nguyen
- b. Include a copy of *Strategies for Reducing Course Related Complaints*
- c. Specific recurring issues to address:
 - i. Greensheets
 1. Policy
 2. Accessible template
 3. Grading scales, curving, +/- 5% "adjustments", peer assessment

STUDENT FAIRNESS COMMITTEE
AGENDA

Wednesday, November 19, 2014
3:00 PM - 5:00 PM
SSC 603

4. Rubrics
5. Participation vs. Attendance
- ii. Timely Feedback
- iii. Policy training for Lecturers/Guest Lecturers
- iv. Resolving issues at the department level when possible
 1. Students discouraged from engaging in the fairness process
 2. Referring to SFC rather than addressing or dealing with it when they know the student is correct
- v. Unprofessional or harassing conduct toward students by instructors

8. 2014/15 Meeting Dates:

Dec. 3*

Feb. 4, 18; Mar. 4, 18; Apr. 1, 15, 29; May 6



**SAN JOSÉ STATE
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**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
November 19, 2014**

Present: Brooks, Skovran, D.Gonzales, Sorkhabi, Murray, Lington, Santana, Ugalde, Jindal, Cohen, Sanchez, J.Gonzales, Manss

Absent: Randle, Scharberg, Khalil, Czerwinski,

Notetaker: Ferguson

1. Review of the Agenda
2. Review of the Nov. 5 minutes
3. Case Presentations - none
4. Case Updates
 - a. Sayfie, Kasra
 - b. Amante, Lourdes
 - c. Schaff, Clint
 - d. Chu, Lisa
5. Petitions for Review
 - a. Jones, Ryan
 - Informally resolved: grade has been changed
 - b. Sunada, Dwight
 -
6. Cases Awaiting Assignment - none
7. Other Business
 - a. Prepare for Provost's visit on 12/3

Next meeting – Dec. 3

Meeting adjourned – 4: pm

**STUDENT FAIRNESS COMMITTEE
AGENDA
Wednesday, December 3, 2014
3:00 PM - 5:00 PM
SSC 603**

1. Review of the Agenda
2. Review of the November 19, 2014 Minutes
3. Case Presentation(s)—None

Name	Case #	Date Filed	Course	Instructor	Semester	Notice Sent	Reviewed	Assigned	Subcommittee

4. Case Updates & Review of Meeting Dates

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Reviewed	Assigned	Subcommittee	Target Hearing Date
Sayfie, Kasra	1415-001	5/22/14	Bus 110B	Burkhard	F 13	08/29/14	09/03/14	09/03/14	Lington/(Randle)/ Manss	Resolved informally per student's request to change the grade from a C to a B
Amante, Lourdes	1415-003	08/11/14	MCOM 63	Cheers	Sp14	10/13/14	10/29/14	10/29/14	Skrovan/Ugaldie	
Schaff, Clint	1415-012	10/23/14	DSID 125A	Speer	Sp14	10/24/14	10/29/14	11/5/14	Cohen/Santana	
Chu, Lisa	1415-013	10/29/14	CHE 211	Change	Sp14	10/31/14	11/5/14	11/5/14	Murray/Gonzales	
Sunada, Dwight	1415-014	11/13/14	Math	N/A	F14	11/14/14	11/19/14	11/19/14	Czerwinski/Jindal	12/10/14
Jones, Ryan	1415-011	10/15/14	MIS 110B	Burkhard	Sp14	10/23/14	N/A			Resolved before SFC review

5. Petitions for Review

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Status

6. Cases Awaiting Assignment

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Assigned

7. Other Business—See separate agenda

8. 2014/15 Meeting Dates:

Dec. 10 Feb. 4, 18; Mar. 4, 18; Apr. 1, 15, 29; May 6



**SAN JOSÉ STATE
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**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
December 3, 2014**

Present: Brooks, Skovran, D.Gonzales, Scharberg, Sorkhabi, Murray, Lington, Santana, Ugalde, Jindal, Cohen, Randle, Sanchez, J.Gonzales, Manss

Absent: Khalil, Czerwinski

Notetaker: Ferguson

1. Review of the Agenda
2. Review of the Nov. 19 minutes
3. Case Presentations - none
4. Case Updates
 - a. Sayfie, Kasra—Resolved informally
 - b. Amante, Lourdes— Meetings proceeding
 - c. Schaff, Clint—Meeting scheduled
 - d. Chu, Lisa—Meetings proceeding
 - e. Jones, Ryan—Resolved informally
 - f. Sunada, Dwight—Target hearing date 12/10
5. Petitions for Review – none
6. Cases Awaiting Assignment - none
7. Other Business

Meeting with Provost

- Overview of committee
- Obvious trends have been observed by the committee

Communication:

- many issues that come to the SFC could have been resolved in the department
- when did this trend start? It seems to have increased recently
- how do we educate faculty about these issues?
- informal resolution process steps were recently developed
- informal process needs to be marketed to department chairs, perhaps in the form of a flow chart etc.
- training sessions for faculty and chairs could be set up (but they cannot be forced to attend)
- temporary and part-time faculty need more mentoring
- personnel issues vs. grading/fairness issue
- departments need to address faculty issues sooner

Classroom climate:

- personell and improper faculty behavior should be referred to faculty affairs
- dean of college of engineering needs to be more involved
- there is a correlation with poor graduation rates and many of the issues we have seen (particularly engineering)



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- department/chair forums on fairness issues
- bring up issues at new chair orientation
- issues do not appear in faculty dossiers
- SOTEs may need to be modified
- CC Provost on egregious cases so he can talk to the deans
- students should not be intimidated by professors; students should not be abused or harassed
- faculty feel they do not have to worry about the SFC, if they are even aware it exists

Next meeting – Dec. 10

Meeting adjourned – 5:20 pm

**STUDENT FAIRNESS COMMITTEE
AGENDA
Wednesday, December 10, 2014
3:00 PM - 5:00 PM
SSC 603**

1. Review of the Agenda
2. Review of the Dec. 3, 2014 Minutes
3. Case Presentation(s)—Dwight Sunada

Name	Case #	Date Filed	Course	Instructor	Semester	Notice Sent	Reviewed	Assigned	Subcommittee
Sunada, Dwight	1415-014	11/13/14	Math	N/A	F14	11/14/14	11/19/14	11/19/14	Czerwinski/Jindal

4. Case Updates & Review of Meeting Dates

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Reviewed	Assigned	Subcommittee	Target Hearing Date
Amante, Lourdes	1415-003	08/11/14	MCOM 63	Cheers	Sp14	10/13/14	10/29/14	10/29/14	Skrovah/Ugalde	Hold pending proposed informal resolution
Schaff, Clint	1415-012	10/23/14	DSID 125A	Speer	Sp14	10/24/14	10/29/14	11/5/14	Cohen/Santana	02/04/14
Chu, Lisa	1415-013	10/29/14	CHE 211	Change	Sp14	10/31/14	11/5/14	11/5/14	Murray/Gonzales	02/18/14

5. Petitions for Review

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Status
Guo, Wenyi	1415-015	12/10/14	BUS134A	Bechkoff	F14	12/10/14	

6. Cases Awaiting Assignment

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Assigned

7. Other Business—Updates from meeting with the Provost
 - a. Professional Development
 - b. Orientation
 - c. Follow-up meeting

8. 2014/15 Meeting Dates:

Feb. 4, 18; Mar. 4, 18; Apr. 1, 15, 29; May 6

**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
December 10, 2014**

Present: Brooks, Scharberg, Murray, Lington, Santana, Ugalde, Jindal, Randle, Czerwinski, Sanchez, Manss

Absent: Khalil, Sorkhabi, D.Gonzales, Cohen, Skovran, J.Gonzales

Notetaker: Ferguson

1. Review of the Agenda
2. Review of the Dec. 3 minutes
3. Case Presentations
 - a. Sunada, Dwight

Student

- He wants to complete all coursework that does not require an advisor
- Cost is his biggest concern
- He was not told why he could not have an advisor from outside the department
- There are many Professors in other departments who specialize in statistics
- He chose the writing project as a culminating experience, but he still needs an advisor
- He intends to participate in CAMCOS next semester
- The graduate coordinator advised him to take math courses to explore more topics
- Dr. Bruck sided with the math graduate coordinator
- He started looking for an advisor in September

Chair, Graduate Coordinator, Assoc. Dean

- Dwight is is MA Math, but wants to use the culminating experience for MS Stats
- Students take a qualifying exam before beginning on a thesis/writing project
- They have a possible advisor in mind for Dwight
- Dwight took primarily statistics classes, which limited his advisor options
- They very recently changed their stance on allowing an advisor from outside the department
- They want to make sure an advisor has the appropriate qualifications
- When the MS Statistics program started they expected 10 students per year; they admitted 80
- Psychology owns the STAT prefix, so all stat classes in the math department are listed MATH

Discussion

- There are many other statisticians in other departments
- Dwight is not willing to accept other options, he is determined to complete the degree his way



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- Dwight made many decisions on his own without consultation

Recommendation: allow Dwight to find an advisor and/or committee from outside the dept. Dwight needs mandatory advising to explore his options and make sure he is on track. **For: 10 Against: 0 Abstain: 1**

4. Case Updates

a. Amante, Lourdes

- Informal resolution pending
- Professor is willing to change the grade as long as LooLoo completes the work she missed

b. Schaff, Clint—Target hearing date 2/18/14

c. Chu, Lisa—Target hearing date 2/4/14

5. Petitions for Review

a. Guo, Wenyi

- He was using outdated browsers, which is likely why he had problems submitting
- The professor has the right to be strict about the deadline, and on the greensheet advised students to submit early
- Minimum system requirements (for Canvas, etc) may need to be added to greensheets

Case Declined

6. Cases Awaiting Assignment - none

7. Other Business

Updates from meeting with Provost

a. Professional Development

b. Orientation

c. Follow-up meeting

Next meeting – Feb. 4, 2015

Meeting adjourned – 4:47pm

STUDENT FAIRNESS COMMITTEE
AGENDA
Wednesday, February 4, 2015
3:00 PM - 5:00 PM
SSC 603

1. Review of the Agenda
2. Review of the Dec. 10, 2014 Minutes
3. Case Presentation(s)—Lisa Chu

Name	Case #	Date Filed	Course	Instructor	Semester	Notice Sent	Reviewed	Assigned	Subcommittee
Lisa Chu	1415-013	10/29/14	CHE 211	Chang	S14	10/31/14	11/5/14	11/5/14	Murray/Gonzales

4. Case Updates & Review of Meeting Dates

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Reviewed	Assigned	Subcommittee	Target Hearing Date
Amante, Lourdes	1415-003	08/11/14	MCOM 63	Cheers	Sp14	10/13/14	10/29/14	10/29/14	Skrovan/Ugalde	Hold pending proposed informal resolution
Schaff, Clint	1415-012	10/23/14	DSID 125A	Speer	Sp14	10/24/14	10/29/14	11/5/14	Cohen/Santana	Closed—Degree granted

5. Petitions for Review

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent
Tanzman, Elaine	1415-016	12/23/14	LIBR 287	Simmons	S14	01/27/15
Reiss, Gustav	1415-017	01/22/15	Housing	N/A	F14	01/27/15
Nash, Darby	1415-018	01/21/15	Housing	N/A	F14	01/27/15

6. Cases Awaiting Assignment

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Assigned

7. Other Business—Updates from meeting with the Provost
 - a. Professional Development
 - b. Orientation
 - c. Follow-up meeting

8. 2014/15 Meeting Dates:

Feb. 18; Mar. 4, 18; Apr. 1, 15, 29; May 6



STUDENT FAIRNESS COMMITTEE

MEETING MINUTES
February 4, 2015

Present: Brooks, Scharberg, Murray, D.Gonzales, Skovran, Jindal, Randle, Czerwinski, Sanchez, Manss, J.Gonzales, Khalil

Absent: Sorkhabi, Cohen, Santana, Ugalde

Notetaker: Ferguson

1. Review of the Agenda
2. Review of the Dec. 10 minutes
3. Case Presentations
 - a. Chu, Lisa
 - Grade breakdowns and +/- 5% are ambiguous.
 - The greensheet did not state how +/- grades
 - Subcommittee recommendation: keep grade as A-
 - **Revision: change grade to A due to greensheet policy violation. For: 5 Against: 1 Abstain: 6**

4. Case Updates
 - a. Amante, Lourdes
 - Informal resolution pending
 - b. Schaff, Clint
 - Case closed: degree granted

5. Petitions for Review
 - a. Tanzman, Elaine
 - Grades changed on canvas unexpectedly, which may have been due to a simulation. The professor could not explain the grade change.
 - Student may have had issues with the technology. Professor advised the student to drop the class early on due to lack of technical skills.
 - **Not a fairness issue; Case to be investigated further.**
 - b. Reiss, Gustav & Nash, Darby
 - Housing does not participate in investigation; they leave that to Student Conduct.
 - Conduct did not find the students responsible, but the damage had already been done to them.
 - Does UHS have the authority to issue a C&D?
 - **Case Accepted**

Subcommittee: Randle, Sorkhabi, Santana



6. Cases Awaiting Assignment - none

7. Other Business

Updates from meeting with Provost

a. Professional Development

b. Orientation

c. Follow-up meeting

Next meeting – Feb. 18, 2015

Meeting adjourned – 4:41pm

**STUDENT FAIRNESS COMMITTEE
AGENDA
Wednesday, March 4, 2015
3:00 PM - 5:00 PM
SSC 603**

1. Review of the Agenda
2. Review of the February 4, 2014 Minutes
3. Case Presentation(s)

Name	Case #	Date Filed	Course	Instructor	Semester	Notice Sent	Reviewed	Assigned	Subcommittee

4. Case Updates & Review of Meeting Dates

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Reviewed	Assigned	Subcommittee	Target Hearing Date
Amante, Lourdes	1415-003	08/11/14	MCOM 63	Cheers	Sp14	10/13/14	10/29/14	10/29/14	Skrovan/Ugalde	Informal resolution pending
Chu, Lisa	1415-013	10/29/14	CHE 211	Chang	S14	10/31/14	11/5/14	11/5/14	Murray/Gonzales	Closed—Grade Changed
Tanzman, Elaine	1415-016	12/23/14	LIBR 287	Simmons	S14	01/27/15	02/04/15			
Reiss, Gustav	1415-017	01/22/15	Housing	N/A	F14	01/27/15	02/04/15	02/04/15	Randle/Sorkhabi/ Santana	
Nash, Darby	1415-018	01/21/15	Housing	N/A	F14	01/27/15	02/04/15	02/04/15	Randle/Sorkhabi/ Santana	

5. Petitions for Review

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent
Collopy, Caryn	1415-019	02/13/15	Sp. Major	Branz	F14	02/15/15
Williams, Talanda	1415-020	02/27/15	EE101	Chen	S14	03/03/15
Supan, Mitchell	1415-021	03/02/15	CE 140	Sullivan-Green	F14	03/03/15

6. Cases Awaiting Assignment

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Assigned

7. Other Business

8. 2014/15 Meeting Dates: Mar. 18; Apr. 1, 15, 29; May 6

STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
March 4, 2015

Present: Brooks, Scharberg, Murray, Cohen, Sorkhabi, D.Gonzales, Santana, Skovran, Czerwinski, Manss, Khalil

Absent: J.Gonzales, Sanchez, Jindal, Randle

Notetaker: Ferguson

1. Review of the Agenda
2. Review of the Feb. 4 minutes
3. Case Presentations - none
4. Case Updates
 - a. Amante, Lourdes—Informal resolution pending
 - b. Chu, Lisa—Closed; grade changed
 - c. Tanzman, Elaine—Confirmed that student used what-if scenario on Canvas
 - d. Reiss, Gustav & Nash, Darby—Interviews are proceeding
5. Petitions for Review
 - a. Collopy, Caryn
 - Maureen Scharberg has her paperwork, and is in the process of approving the major change
 - **Hold pending informal resolution**
 - b. Williams, Talanda
 - She has taken the test 6 times and not passed
 - Process of challenge exams is questionable and can cause many issues for students
 - Errors in problem sets are not being corrected
 - She may be able to change to General Engineering
 - **Case Accepted: Czerwinski, Khalil**
 - c. Supan, Mitchell
 - The professor is taking liberties with language on the greensheet
 - Is missing a lab assignment that is worth 2% of total grade justified with a WU?
 - There are other students who got WU
 - **Case Accepted: Cohen, Murray, Manss**
6. Cases Awaiting Assignment - none
7. Other Business

Next meeting – Mar. 18, 2015

Meeting adjourned – 4: 44pm

STUDENT FAIRNESS COMMITTEE
AGENDA
Wednesday, March 18, 2015
3:00 PM - 5:00 PM
SSC 603

1. Review of the Agenda
2. Review of the March 4, 2014 Minutes
3. Case Presentation(s)

Name	Case #	Date Filed	Course	Instructor	Semester	Notice Sent	Reviewed	Assigned	Subcommittee

4. Case Updates & Review of Meeting Dates

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Reviewed	Assigned	Subcommittee	Target Hearing Date
Amante, Lourdes	1415-003	08/11/14	MCOM 63	Cheers	Sp14	10/13/14	10/29/14	10/29/14	Skrovan/Ugalde	Informal resolution pending
Reiss, Gustav	1415-017	01/22/15	Housing	N/A	F14	01/27/15	02/04/15	02/04/15	Randle/Sorkhabi/ Santana	
Nash, Darby Williams, Talanta	1415-018	01/21/15	Housing	N/A	F14	01/27/15	02/04/15	02/04/15	Randle/Sorkhabi/ Santana	
	1415-020	02/27/15	EE101	Chen	S14	03/03/15	03/04/15	03/04/15	Czerwinski/Khalil	
Supan, Mitchell	1415-021	03/02/15	CE 140	Sullivan-Green	F14	03/03/15	03/04/15	03/04/15	Cohen/Manns/Murray	

5. Petitions for Review

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent
Collopy, Caryn	1415-019	02/13/15	Sp. Major	Branz	F14	02/15/15

6. Cases Awaiting Assignment

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Assigned

7. Other Business

8. 2014/15 Meeting Dates: Apr. 1, 15, 29; May 6



**SAN JOSÉ STATE
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**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
March 18, 2015**

Present: Brooks, Murray, Cohen, Sanchez, Randle, Jindal, J.Gonzales, Czerwinski, Manss, Sorkhabi

Absent: Scharberg, D.Gonzales, Skovran, Khalil, Santana

Notetaker: Ferguson

1. Review of the Agenda
2. Review of the Mar. 4 minutes
3. Case Presentations - none
4. Case Updates
 - a. Amante, Lourdes—Informal resolution pending
 - b. Reiss, Gustav & Nash, Darby—Interviews are proceeding
 - c. Williams, Talanda—Interviews are proceeding
 - d. Supan, Mitchell—Target hearing date 4/1
5. Petitions for Review
 - a. Collopy, Caryn
 - Maureen Scharberg has her paperwork, and is in the process of approving the major change
 - She was initially admitted in '95. She needs to complete her math requirement.
 - She took and failed the ELM, which requires her to enroll in remedial math before completing the B4 math requirement.
 - Issue of timely advising, it took 7 months for her to get a reply.
 - **Hold until she takes the ELM on Apr. 11**
6. Cases Awaiting Assignment—None
7. Other Business—None

Next meeting – Apr. 1, 2015

Meeting adjourned – 4: 00pm

STUDENT FAIRNESS COMMITTEE
AGENDA
Wednesday, April 1, 2015
3:00 PM - 5:00 PM
SSC 603

1. Review of the Agenda
2. Review of the March 18, 2015 Minutes
3. Case Presentation(s)

Name	Case #	Date Filed	Course	Instructor	Semester	Notice Sent	Reviewed	Assigned	Subcommittee
Supan, Mitchell	1415-021	03/02/15	CE 140	Sullivan-Green	F14	03/03/15	03/04/15	03/04/15	Cohen/Manss/Murray

4. Case Updates & Review of Meeting Dates

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Reviewed	Assigned	Subcommittee	Target Hearing Date
Amante, Lourdes	1415-003	08/11/14	MCOM 63	Cheers	Sp14	10/13/14	10/29/14	10/29/14	Skrovan/Ugalde	Informal resolution pending
Reiss, Gustav	1415-017	01/22/15	Housing	N/A	F14	01/27/15	02/04/15	02/04/15	Randle/Sorkhabi/Santana	4/29
Nash, Darby	1415-018	01/21/15	Housing	N/A	F14	01/27/15	02/04/15	02/04/15	Randle/Sorkhabi/Santana	4/29
Williams, Talanda	1415-020	02/27/15	EE101	Chen	S14	03/03/15	03/04/15	03/04/15	Czerwinski/Khali	4/15
Collopy, Caryn	1415-019	02/13/15	Sp. Major	Branz	F14	02/15/15	3/18/15	Hold	TBD	5/6 if needed

5. Petitions for Review

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent

6. Cases Awaiting Assignment

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Assigned

7. Other Business

8. 2014/15 Meeting Dates: Apr. 15, 29, May 6



**SAN JOSÉ STATE
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**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
April 1, 2015**

Present: Brooks, Cohen, Randle, D.Gonzales, Khalil, Skovran, Manss, Sorkhabi, Santana
Absent: Murray, Scharberg, Czerwinski, Sanchez, J.Gonzales
Notetaker: Ferguson

1. Review of the Agenda
2. Review of the Mar. 18 minutes
3. Case Presentations—Supan, Mitchell

Student

- Not much to add to his statement
- Labs were weighted equally, total lab weight 25%. Total 7 labs
- GDR: Geotechnical Data Report. A cumulative “test” of knowledge gained from labs
- It is an upper division class
- Towards the end of the class he was under the impression that his grade was around 78%
- Lab report is due 1 week after it is completion
- He did not notice that he had a 0% on the lab
- He is requesting a recalculation of his final grade with a 0% on the missed lab
- He can graduate with a D/D- in the class

Discussion

Recalculating his grade with a 0% on the missed lab results in a ~66% for his final grade

Subcommittee recommendation: assign missed lab as 0% and recalculate final grade

For: 6 Against: 0 Abstain: 3

4. Case Updates

- a. Amante, Lourdes—Informal resolution pending
- b. Reiss, Gustav & Nash, Darby—Target hearing date 4/29
- c. Williams, Talanda—Target hearing date 4/15
- d. Collopy, Caryn—Target hearing date 5/6. She has to pass the ELM, as she is not taking an equivalent Math course.

5. Petitions for Review - none

6. Cases Awaiting Assignment - none

7. Other Business

Next meeting – Apr. 15, 2015

Meeting adjourned – 4:30pm

STUDENT FAIRNESS COMMITTEE
AGENDA
Wednesday, April 15, 2015
3:00 PM - 5:00 PM
SSC 603

1. Review of the Agenda
2. Review of the April 1, 2015 Minutes
3. Case Presentation(s)

Name	Case #	Date Filed	Course	Instructor	Semester	Notice Sent	Reviewed	Assigned	Subcommittee
Williams, Talanda	1415-020	02/27/15	EE101	Chen	S14	03/03/15	03/04/15	03/04/15	Czerwinski/Khaili

4. Case Updates & Review of Meeting Dates

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Reviewed	Assigned	Subcommittee	Target Hearing Date
Amante, Lourdes	1415-003	08/11/14	MCOM 63	Cheers	Sp14	10/13/14	10/29/14	10/29/14	Skrovan/Ugalde	Informal resolution pending
Reiss, Gustav	1415-017	01/22/15	Housing	N/A	F14	01/27/15	02/04/15	02/04/15	Randle/Sorkhabi/ Santana	4/29
Nash, Darby	1415-018	01/21/15	Housing	N/A	F14	01/27/15	02/04/15	02/04/15	Randle/Sorkhabi/ Santana	4/29
Collopy, Caryn	1415-019	02/13/15	Sp. Major	Branz	F14	02/15/15	3/18/15	Hold	TBD	5/6 if needed

5. Petitions for Review

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent
Dam, Quynh	1415-022	04/02/15	LLD 100A	Havens	F2014	04/08/15

6. Cases Awaiting Assignment

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Assigned

7. Other Business

8. 2014/15 Meeting Dates: Apr. 29; May 6



**SAN JOSÉ STATE
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**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
April 15, 2015**

Present: Murray, Sanchez, Cohen, Scharberg, Randle, Czerwinski, Khalil, Skovran, Manss, Jindal, Sorkhabi, Santana

Absent: Brooks, D.Gonzales, J.Gonzales

Notetaker: Ferguson

1. Review of the Agenda
2. Review of the Apr. 1 minutes
3. Case Presentations—Williams, Talanda

Student

- Confirmed some problems in the problem bank were not wrong, but her method of finding the answer may have been flawed. She had some professors check and they concluded there were no major issues with the problem bank
- Is willing to change major, after which she can graduate in a year
- Is considering all her options, including course substitutions
- Hasn't spoken to an advisor yet but will soon
- May need to boost her overall GPA before changing majors
- EE101 exam has a 40% pass rate

Discussion

Getting a general engineering degree may be her best option. An advisor wouldn't know if a student has problems with the test, because it doesn't factor into GPA.

Recommendation: Her grievance is unfounded, but recommend she see an advisor who would likely advise her to change majors or consider other options. Also, recommend to the department to monitor students who fail the test multiple times

For: 11 Against: 0 Abstain: 1

4. Case Updates
 - a. Amante, Lourdes—Informal resolution pending
 - b. Reiss, Gustav & Nash, Darby—Target hearing date 4/29
 - c. Collopy, Caryn—Target hearing date 5/6; She did not pass the ELM.

Subcommittee: Cohen, Jindal

5. Petitions for Review
 - a. Dam, Quynh



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- She got As on almost every assignment, but on her portfolio she got a C
- There were issues with the professor losing papers and being late to class

Case accepted; Subcommittee: Murray, J.Gonzales

6. Cases Awaiting Assignment - none
7. Other Business

Next meeting – Apr. 29, 2015
Meeting adjourned – 4:18pm

STUDENT FAIRNESS COMMITTEE
AGENDA
Wednesday, April 29, 2015
3:00 PM - 5:00 PM
SSC 603

1. Review of the Agenda
2. Review of the April 15, 2015 Minutes
3. Case Presentation(s)

Name	Case #	Date Filed	Course	Instructor	Semester	Notice Sent	Reviewed	Assigned	Subcommittee
Reiss, Gustav	1415-017	01/22/15	Housing	N/A	F14	01/27/15	02/04/15	02/04/15	Randle/Sorkhabi/ Santana
Nash, Darby	1415-018	01/21/15	Housing	N/A	F14	01/27/15	02/04/15	02/04/15	Randle/Sorkhabi/ Santana

4. Case Updates & Review of Meeting Dates

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Reviewed	Assigned	Subcommittee	Target Hearing Date
Amante, Lourdes	1415-003	08/11/14	MCOM 63	Cheers	Sp14	10/13/14	10/29/14	10/29/14	Skrovan/Ugalde	Informal resolution pending
Supan, Mitchell	1415-021	03/02/15	CE 140	Sullivan-Green	F14	03/03/15	03/04/15	03/04/15	Cohen/Manss/Murray	Referred to BAFFR
Collopy, Caryn	1415-019	02/13/15	Sp. Major	Branz	F14	02/15/15	3/18/15	04/15/15	Cohen/Jindal	5/6
Dam, Quynh	1415-022	04/02/15	LLD100A	Havens	F14	04/08/15	04/15/15	04/15/15	Murray/Gonzales	Fall 2015

5. Petitions for Review

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent
Lebedeff, Melissa	1415-023	04/21/15	TA 10	Normington	F2014	04/24/15

6. Cases Awaiting Assignment

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent	Assigned

7. Other Business

Hearing Schedule	
Document Review	3:00 – 3:10
Students	3:10 – 3:40
Shannon - Student Conduct	3:40 – 4:00
Stephanie & Natina-Housing	4:00 – 4:30
Committee Discussion	4:30 – 5:00

8. 2014/15 Meeting Dates: May 6



**SAN JOSÉ STATE
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**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
April 29, 2015**

Present: Brooks, Murray, Sanchez, Sorkhabi, Cohen, Scharberg, Randle, Czerwinski, Skovran, Manss, Jindal, Santana, Khalil

Absent: D.Gonzales, J.Gonzales

Notetaker: Ferguson

1. Review of the Agenda
2. Review of the Apr. 15 minutes
3. Case Presentations—Reiss, Gustav & Nash, Darby

Students—Reiss, Gustav

- Not much to add to his statement
- After the machete (which was Darby's) incident, he was not approached by any housing staff
- Darby was not told that he was being reported for the machete
- Gustav says he did not make any intentional threats
- He did not feel he did anything wrong
- Gustav maintains that he and Darby never had a conversation about “plotting against the snitch”

Student Conduct Director –Shannon Quihuiz

- In regards to the “assumption” of “plotting” in the letter to Darby in the incident description: it is based on information received by the office, but those claims were not substantiated. Specifically, code violation 7 (threatening behavior) was not substantiated.
- Darby and Gustav's conversation was misheard, they were not discussing plotting against anyone
- Gustav's cease and desist was not in regards to Darby's machete, rather it was about perceived threats (“plotting”)
- The delay from SCED was due to backlog and miscommunication about cases that should be expedited
- SCED does not typically conduct mediation
- Darby did not have to go through the full conduct process for the machete as it was resolved quickly and he signed his settlement agreement

Housing Staff—Natina Gurley and Stephanie Hubbard

- Darby and Gustav seemed to be unaware of the magnitude and that a formal process was

going to take place

- They did not want to seem bias since the issue involved a student staff member, which is why they just forwarded the case to SCED. It was also because the case involved a perceived threat
- Because housing was so full, they had little options for where to move Gustav and Darby
- A meal plan was provided
- There are not specific levels of reports, all incident reports are reviewed to determine the violation
- The UHS license agreement allows for administrative room changes with a 24 hour notice
- Students are not always notified when they are reported (usually involving Title IX issues or similar), this is to prevent possible retaliation and protect the person who submitted the report
- There was no report of a direct threat from Darby/Gustav

Discussion

- Issue with not intervening simply due to possibility of “perceived bias”
- There is a lack of informal problem solving in UHS
- Almost all departments have an informal resolution process
- Training (mostly for faculty) is undergoing about the difference between disruptive and threatening behavior. Staff should be upheld to be responsible for these differentiations as well
- Why was there an RA rooming with students?
- There needs to be mediation in cases like these that involve staff members

Recommendation: partial reimbursement for Gustav and Darby; additional training for RAs and a review of UHS policies in terms of informal resolutions and threat assessment.

Vote suspended until next meeting

4. Case Updates
 - a. Amante, Lourdes—Informal resolution pending
 - b. Collopy, Caryn—Target hearing date 5/6
 - c. Supan, Mitchell—Referred to BAFPR
 - d. Dam, Quynh—Target hearing date Fall 2015
5. Petitions for Review –Lebedeff, Melissa
6. Cases Awaiting Assignment - none
7. Other Business

Next meeting – May 6, 2015

Meeting adjourned – 5:11 pm

STUDENT FAIRNESS COMMITTEE
AGENDA
Wednesday, May 6, 2015
3:00 PM - 5:00 PM
SSC 603

1. Review of the Agenda
2. Review of the April 29, 2015 Minutes
3. Case Presentation(s)

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4. Case Updates & Review of Meeting Dates

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Supan, Mitchell	1415-021	03/02/15	CE 140	Sullivan-Green	F14	03/03/15	03/04/15	03/04/15	Cohen/Manss/Murray	Referred to BARPR
Collopy, Caryn	1415-019	02/13/15	Sp. Major	Branz	F14	02/15/15	3/18/15	04/15/15	Cohen/Jindal	Informal resolution proposed
Dann, Quynh	1415-022	04/02/15	LLD100A	Havens	F14	04/08/15	04/15/15	04/15/15	Murray/Gonzales	Fall 2015

5. Petitions for Review

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent
Lebedeff, Melissa	1415-023	04/21/15	TA 10	Normington	F14	04/24/15

6. Cases Awaiting Assignment

Name	Case #	Date Filed	Course	Instructor	Sm	Notice Sent

7. Other Business

8. 2014/15 Meeting Dates: May 6



**SAN JOSÉ STATE
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**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
May 6, 2015**

Present: Brooks, Murray, Sanchez, Cohen, Randle, Czerwinski, Skovran, Manss, Jindal, Santana, D.Gonzales, Khalil, Sorkhabi

Absent: Scharberg, J.Gonzales

Notetaker: Ferguson

1. Review of the Agenda
2. Review of the Apr. 29 minutes
3. Case Presentations
 - a. Reiss, Gustav & Nash, Darby (continued from 4/29 meeting)

Discussion

- Personal relationships (influencing perceived bias) should not be taken into account for professional decisions
- Informal resolution policies exist, and should have been implemented
- C&D was issued based solely on hearsay
- BCIT was not involved
- Policies (HR) exist regarding professional nepotism
- Though Housing followed their stated policy, that policy needs revision as it is out of line with University policy
- Students should be informed of what it means to live with an RA, and the policies involved

Recommendation: partial reimbursement for Gustav and Darby; additional training for RAs and a review of UHS policies in terms of informal resolutions and threat assessment

Vote:

For: 11 Against: 0 Abstain: 2

4. Case Updates
 - a. Amante, Lourdes
 - Informal resolution pending
 - b. Collopy, Caryn
 - Informal resolution proposed
 - c. Supan, Mitchell



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- Referred to BAFPR

d. Dam, Quynh

- Informal resolution pending

5. Petitions for Review

a. Lebedeff, Melissa

- Student should have been referred to AEC

- Issue of peer evaluation

- Participation is not clear on the greensheet

Case Accepted

6. Cases Awaiting Assignment - none

7. Other Business

Next meeting – Fall 2015

Meeting adjourned – 4:20 pm