

Student Fairness Committee
2017/2018 Year-End Committee Report to the Academic Senate

Chair: Nadia Sorkhabi
Chair Elect: TBD
Number of meetings held: 13

SFC Business Completed in 2017/2018

The Student Fairness Committee (SFC) met 13 times during the 2017/2018 academic year; 7 meetings in the Fall and 6 meetings in the Spring. The agendas and minutes summarizing the case dispositions are included with this report.

Six petitions were carried over from 2016/2017. In addition to the carry over, the SFC received thirteen new petitions.

AY	New Cases Filed
2017/2018	13
2016/2017	15
2015/2016	14
2014/2015	23
2013/2014	9
2012/2013	25
2011/2012	15

Per policy S14-3, The Student Fairness Committee shall hear grade dispute petitions when petitions are deemed to be appropriate and include evidence of the following conditions:

1. When there is evaluation of students that differs from announced requirements.
2. When there are belated impositions of requirements.
3. When grades are based on criteria other than academic performance in the course.

4. When grading criteria do not provide a clear and consistent method of evaluating students' work or performance.
5. When students' requests for information during the semester regarding their academic progress in the course are not responded to in a reasonable time (e.g., two weeks after the request is made).
6. When students' requests for an explanation of how the posted course grades for a term were determined are not responded to in a reasonable time (e.g., the later of two weeks after the request is made or one week before the add deadline for the fall or spring semester following the term in question).
7. When students are penalized for expressing opinions.
8. When students are given to understand that they are removed from a course without due process of a hearing.

Petition Status	2017/2018 AY
Formal Hearings	7
Petitions Dismissed	8
Resolved Informally	4
Petitions Withdrawn	0
Carried Over	0

2017/2018 by College						
	Petitions Received	Formal Hearings	Dismissed	Informal Resolution	Withdrawn	Carried Over
Business	0	0	0	0	0	0
College of Health and Human Sciences	3	2		1		
Education	2	1	1			
Engineering	7	2	4	1	0	0
Humanities	2	2	0	0	0	0
Science	2	0	2	0	0	0
Social	3	1	2	0	0	0

Science						
Student Affairs	0	0	0	0	0	0
Academic Affairs	0	0	0	0	0	0
Total	19	8	9	2	0	0

Student Fairness Case Detail

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

1617-10	Grade Appeal/Dispute	College of Health and Human Sciences/HS 271 Spring 17 Hearing held; SFC found no evidence of academic unfairness after reviewing student and faculty documentation.
1617-11	Grade Appeal/Dispute	College of Science/PHYS 50 Fall 16 Petition dismissed after review by SFC; Found no evidence of academic unfairness.
1617-12	Grievance	College of Health and Human Sciences/JS 151 Fall 16 Hearing held; SFC found in favor of student.
1617-13	Grade Appeal/Dispute	College of Engineering/ISE 131 Spring 17 Hearing held; SFC found no evidence of academic unfairness after reviewing student and faculty documentation.
1617-14	Grievance	College of Health and Human Sciences/ JS 151 Fall 16 Resolved informally within department.
1617-15	Grade Appeal/Dispute	College of Education/EDSC 172A Fall 16 Hearing held; SFC found in favor of student.
1718-01	Grade Appeal/Dispute	College of Science/CS 152 Spring 17 Petition dismissed after review by SFC; Found no evidence of academic unfairness.
1718-02	Grade Appeal/Dispute	College of Social Science/ANTH 232 Spring 17 Hearing held; SFC found no evidence of academic unfairness after reviewing student and faculty documentation.
1718-03	Grievance	College of Social Science/POLS 15B Spring 17 Petition dismissed after review by SFC; Found no evidence of academic unfairness.
1718-04	Grievance	College of Engineering/CMPE 295A Petition dismissed after review by SFC; Found no evidence of academic unfairness.
1718-05	Grievance	College of Engineering/ TECH 20, 46, 25 Fall 16 Resolved informally within College.
1718-06	Grade Appeal/Dispute	College of Engineering/ME 185 Spring 17 Hearing held; SFC found no evidence of academic unfairness after reviewing student and faculty documentation.
1718-07	Grievance	College of Engineering/CMPE 207 Fall 17 Petition dismissed after review by SFC; Found no evidence of academic unfairness.
1718-08	Grade Appeal/Dispute	College of Humanities and the Arts/DSID 32 Spring 17 Hearing held; SFC found no evidence of academic unfairness after reviewing student and faculty documentation.
1718-09	Grievance	College of Education/Phase II Student Teaching Spring 17 Petition dismissed after review by SFC; Found no evidence of academic unfairness.

1718-10	Grade Appeal/Dispute	College of Engineering/CS 158B Fall 17 Petition dismissed after review by SFC, referred to policy changes.
1718-11	Grade Appeal/Dispute	College of Humanities and the Arts/LLD 250W Fall 2017 Hearing held; SFC found no evidence of academic unfairness after reviewing student and faculty documentation.
1718-12	Grade Appeal/Dispute	College of Engineering/AE 112 Fall 17 Petition dismissed after review by SFC; Found no evidence of academic unfairness.
1718-13	Grade Appeal/Dispute	College of Social Science/ POLS 195A Petition dismissed after review by SFC; Found no evidence of academic unfairness.

Frequently Discussed Topics

- There are inconsistencies when it comes to providing student feedback in regards to their assignments and status in the class. Although Canvas is available, several students were not able to identify their grades throughout the semester due to inconsistent use of the tool across the colleges (F13-1).
- New instructors/lecturers maybe grading students based on attendance versus participation. This can lead to an increase in appeals and would be helpful to discuss with new hires (F15-12).
- Clarification of expectations for the class, how assignments will be graded and how much time students are *given* when syllabi are updated (S16-9).
- The timeline in which academic integrity violations are reported by faculty or administrators to Student Conduct and Ethical Development and how it affects the student's due process.

**STUDENT FAIRNESS COMMITTEE
AGENDA
Wednesday, September 6
3:00 PM - 5:00 PM
Clark Hall, 547**

1. Review of the Agenda
2. Review Meeting notes 5/3/2017
3. Update on petitions
1617-008 – EdCo 283 Grade Dispute
1617-009 – EnGr 284 Grievance
4. New Petitions

Case #	Date Filed	Dispute/Grievance	Grad Date	Major	Course in Question	College	Semester Taken	Notice Sent
1617-10	5/7/2017 6:20	Grade Appeal/Dispute	NA	Health Sciences	HS 271 & HS 272	CASA	Spring 2017	9/6/2017
1617-12	5/25/2017 9:17	Grievance	NA	Justice studies	Js 151	CASA	Fall 2016	9/6/2017
1718-01	8/31/2017 17:29	Grade Appeal/Dispute	FA 17	Computer Science	CS 152	Science	Spring 2017	9/6/2017
1718-02	9/4/2017 16:02	Grade Appeal/Dispute	FA 18	Interdisciplinary Studies	ANTH 235	Social Science	Spring 2017	9/6/2017

5. Upcoming deadlines
9/13 – Last Day to Add

9/21 – Enrollment Census Date

6. 2017/2017 Meetings
6-Sep 7-Feb
20-Sep 21-Feb
4-Oct 7-Mar
18-Oct 21-Mar
1-Nov 4-Apr
15-Nov 18-Apr
29-Nov 2-May
6-Dec

**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
SEPTEMBER 6, 2017**



- I. Present:** Ramos, Gonzales, Cruz, Morales, Zhao, Rivera,
Absent: Main, Lilienthal,
Recorder: Jessica Randev

Sorkhabi, Skovran, Harris, Sanchez-Najib, Galindo, Randev
Cooper, Castillo, Abdelhadi

- II.** Minutes Reviewed from 5/3/17 and approved

- III.** New Petitions

1617-10; Student was unable to submit assignments on time due to being in the hospital. Unsure as to whether a confidentiality waiver was provided for third party. The student didn't communicate the need for an extended window for taking her final exam. Ombuds will reach out to student and inquire as to whether a medical leave was considered. Will review at next meeting.

1617-12; Student shares that professor would open quizzes without announcement. Students distraught over lack of clear communication and feedback.

Vote to take case:

7 in favor; 0 against; 3 abstain.

1718-01; Grades were weighted differently than on canvas. The student is expressing a grievance/grade dispute because he was under the impression he was receiving a passing grade, but received a non-passing final grade. The weighting was explained in the syllabus, and students were informed in class of the method in which grades would be calculated.

Vote to not take the case:

7 in favor; 0 against; 3 abstain

1718-02; Two assignments were not graded fairly, according to the student. Faculty member shared those assignments were not submitted on time; can take the case to discuss with both parties.

Vote to take the case:

7 in favor; 0 against; 3 Abstain

- IV. Adjourned at 5:00 PM**
V.

STUDENT FAIRNESS COMMITTEE
AGENDA
 Wednesday, September 20
 3:00 PM - 5:00 PM
 Clark Hall, 547

1. Review of the Agenda
2. Review Meeting notes 9/6
3. Update on petitions

Case #	Date Filed	Dispute/Grievance	Major	Course in Question	Semester Taken	Status/Subcommittee
1617-10	5/7/2017 6:20	Grade Appeal/Dispute	Health Sciences	HS 271 & HS 272	Spring 2017	Vote on whether or not to assign subcommittee
1617-12	5/25/2017 9:17	Grievance	Justice studies	JS 151	Fall 2016	Harris, Rivera
1718-02	9/4/2017 16:02	Grade Appeal/Dispute	Interdisciplinary Studies	ANTH 235	Spring 2017	Main, Najib, Galindo

4. New Petitions

Case #	Date Filed	Dispute/Grievance	Grad Date	Major	Course in Question	College	Semester Taken	Notice Sent
1617-13	5/30/2017 5:15:19 AM	Grade Appeal/Dispute	NA	ISE	ISE 131	COEngr.	spring 2017	9/15/2017
1617-15	6/21/2017 10:12:23 PM	Grade Appeal/Dispute	5/17	Education	EDSC 172A, Multicultural Foundations of Education	CoEdu	Fall 2016	9/15/2017

5. Review SFC Academic Senate report 2015/2016
6. 2017/2017 Meetings

4-Oct

18-Oct

1-Nov

15-Nov 29-Nov 6-Dec



**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
SEPTEMBER 20, 2017**

- I. Present:** Ramos, Lilienthal, Cruz, Morales, Zhao, Rivera, Abdelhadi
Absent: Main, Cooper
Recorder: Jessica Randev
- Sorkhabi, Skovran, Harris, Sanchez-Najib, Galindo, Randev, Castillo,
- II.** Minutes Reviewed from 9/6/17 reviewed and approved
- III.** Revisit Petition
- 1617-10;** Student was unable to submit assignments on time due to being in the hospital. Unsure as to whether a confidentiality waiver was provided for third party. The student didn't communicate the need for an extended window for taking her final exam. Seeking an Incomplete to be able to submit completed assignments or ability to withdraw from the semester in good standing. Unclear as to what is afforded by accommodation. Assigned subcommittee: Nadia and Tianyu, Sonja to shadow as new faculty member.
- Vote to take case
Yes – 9; No – 0; Abstain – 2
- IV. Subcommittee Updates**
- 1617-12:** Have met with department chair as well as student. Will meet with faculty member next week.
- 1718-02:** Meeting with faculty and student next week
- V. New Petitions**
- 1617-13:** Syllabus seems to have changed over semester. Neither seems to list a project and student dispute mentions concerns over a project. Explanation of project and grading is not present and seems subjective.
- Vote to take case:
Yes – 9; No – 0; Abstain – 2

1617-15: Syllabus policy violation in regards to grading and using the +/- scale. Clear violation of policy, do not need to meet with student and faculty. Recommend a grade change without intervention of SFC, as evidence is there.
Vote to send this recommendation from committee:
Yes – 9; No – 0; Abstain – 2

VI. Adjourned at 4:33 PM

STUDENT FAIRNESS COMMITTEE
 AGENDA
 Wednesday, October 4
 3:00 PM - 5:00 PM
 Clark Hall, 547

1. Review of the Agenda
2. Review Meeting notes 9/20
3. Hearing / Case Presentation: CASE 1718-02 (Main, Najib, Galindo)

Student scheduled 3:10pm

4. Update on petitions

Case #	Date Filed	Dispute/Grievance	Major	Course in Question	Semester Taken	Status/Subcommittee
1617-10	5/7/2017 6:20	Grade Appeal/Dispute	Health Sciences	HS 271 & HS 272	Spring 2017	Nadia, Tianyu, Sonja
1617-12	5/25/2017 9:17	Grade Dispute/Grievance	Justice studies	JS 151	Fall 2016	Harris, Rivera
1617-13	5/30/2017 5:15:19 AM	Grade Appeal/Dispute	ISE	ISE 131	Spring 2017	Skovran, Abdelhadi, Cooper

5. New Petitions

Case #	Date Filed	Dispute/Grievance	Grad Date	Major	Course in Question	College	Semester Taken	Notice Sent
1617-11	5/15/2017 22:13:59	Grade Appeal/Dispute	SP19	Biomedical Engineering	Physics 50	College of Science	Fall/2016	10/2/17

6. 2017 Meetings

18-Oct
 1-Nov
 15-Nov
 29-Nov

6-Dec

**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
OCTOBER 4, 2017**



1. Meeting called to order at 3:01 PM
2. Present: Ramos, Lilienthal, Sorkhabi, Skovran, Harris, Sanchez-Cruz, Zhao, Rivera, Najib, Galindo, Randev, Castillo, Abdelhadi, Cooper, Pruthi, Gonzales, Main, Heredia
Absent: Morales
3. Minutes reviewed from September 29 and approved.
4. Hearing for case number 1617-10: Student shared a statement with the committee regarding her dispute. The committee asked clarifying questions to identify whether or not assignments were submitted on time. Student shared concern of accessing SPSS in area where classes were taking place and shared that she did not have access to lab until end of the semester. Shared lack of advising and guidance in regards to available resources she felt in department. After student left, committee continued to discuss the issues and review documentation provided. Subcommittee recommendation approved to deny a change of grade.
Vote: 14 Yes, None opposed, none abstained
5. Case Updates:
1617-12: No updates at the moment. There will be a face to face meeting tomorrow (10/5).

1617-11: The grading for the class seems to be unfair. Committee has decided to request additional information via ombuds, who will reach out to the associate dean before proceeding.

Adjourned at 4:58 PM.

STUDENT FAIRNESS COMMITTEE
AGENDA
 Wednesday, October 17
 3:00 PM - 5:00 PM
 Clark Hall, 412

1. Review of the Agenda
2. Review Meeting notes 10/4
3. Update on petitions

Case #	Date Filed	Dispute/Grievance	Major	Course in Question	Semester Taken	Status/Subcommittee
1617-10	5/7/2017 6:20	Grade Appeal/Dispute	Health Sciences	HS 271 & HS 272	Spring 2017	Nadia, Tianyu, Sonja
1617-12	5/25/2017 9:17	Grade Dispute/Grievance	Justice studies	JS 151	Fall 2016	Harris, Rivera
1617-13	5/30/2017 5:15:19 AM	Grade Appeal/Dispute	ISE	ISE 131	Spring 2017	Skovran, Abdelhadi, Cooper

4. Follow up from last meeting

Case #	Date Filed	Dispute/Grievance	Grad Date	Major	Course in Question	College	Semester Taken	Notice Sent
1617-11	5/15/2017 22:13:59	Grade Appeal/Dispute	SP19	Biomedical Engineering	Physics 50	College of Science	Fall/2016	10/2/17

5. Review Fairness/Dispute policy – any recommendations to share with ISA?
6. Review resources in Google Drive for policy reference
7. 2017 Meetings

1-Nov
 15-Nov
 29-Nov
 6-Dec

**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
October 17, 2017**



- I. **Present:** Ramos, Main, Sanchez-Cruz, Morales, Heredia, Randev
Absent: Gonzales, Lilienthal,
Recorder: Jessica Randev
Start: 3:00 PM
- Sorkhabi, Cooper, Pruthi, Harris, Castillo, Zhao, Rivera, Galindo, Skovran, Najib
- II. Minutes Reviewed from 10/4/17 and approved.
- III. No New Petitions; Follow up of following cases:
- 1617-10;** Student was unable to submit assignments on time due to being in the hospital. Unsure as to whether a confidentiality waiver was provided for third party. The student didn't communicate the need for an extended window for taking her final exam. Committee member will talk to student and AEC on Tuesday, as well as speaking to the department chair. Emails were provided for both courses, but ultimately we need to speak with the chair.
- 1617-12;** A meeting was held with the professor and the department chair. Concern over faculty's wellness and behavior in the classroom. Schedule hearing for following meeting.
- 1617-13;** Committee member met with one of nine students who had a complaint against the professor but found some parts of the incidents to be inconsistent. Further investigated with the department chair. We need to reach out to the remaining eight students about their experiences, by developing a list of questions and sending them through a questionnaire, or we can have them submit their complaint in writing.
- IV. **Adjourned at 4:57 PM**

STUDENT FAIRNESS COMMITTEE
AGENDA
 Wednesday, November 1, 2017
 3:00 PM - 5:00 PM
 Clark Hall, 547

1. Review of the Agenda

2. Case Hearing 1617-12

- a. Faculty would like to participate via Zoom Call
- b. Student cannot attend in person, review statement
- c. Vote for recommendation

3. Follow up from last meeting

Case #	Date Filed	Dispute/Grievance	Grad Date	Major	Course in Question	College	Semester Taken	Notice Sent
1617-11	5/15/2017	Grade Appeal/Dispute	SP19	Biomedical Engineering	Physics 50	College of Science	Fall/2016	10/2/17

4. New Petition

Case #	Date Filed	Dispute/Grievance	Grad Date	Major	Course in Question	College	Semester Taken	Notice Sent
1718-03	10/29/17	Grievance	FA 17	Theater	Pols 15b	CoSS	SP 2017	10/30/17

5. Update on petitions

Case #	Date Filed	Dispute/Grievance	Major	Course in Question	Semester Taken	Status/Subcommittee
1617-10	5/7/2017	Grade Appeal/Dispute	Health Sciences	HS 271 & HS 272	Spring 2017	Nadia, Tianyu, Sonja
1617-13	5/30/2017	Grade Appeal/Dispute	ISE	ISE 131	Spring 2017	Skovran, Abdelhadi, Cooper

6. Industrial Technology Issue/complaint
 Review resources in Google Drive for policy reference

2017 Meetings: 11/15, 11/29, 12/6

**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
NOVEMBER 1, 2017**



- I. **Present:** Ramos, Sorkhabi, Zhao, Rivera, Galindo, Randev, Main, Cooper, Castillo,
Absent: Gonzales, Lilienthal,
Recorder: Jessica Randev
Meeting started at 3:02 PM.
- Pruthi, Harris, Sanchez-Cruz, Morales,
Abdelhadi, Heredia
Skovran, Najib
- II. Minutes reviewed from October 18, 2017 and approved.
- III. Case Presentation: **1617-12**; Faculty participated via skype. Was not able to share whether or not there was a specific gap in communication. Student statement reviewed, unable to attend. Vote for recommendation to be held next meeting.
- IV. Updates
- 1617-10**; Committee members were able to meet with one professor in regards to the situation, but a meeting for the second professor has been set for next week. The student claims to have all assignments ready for submission; The next course of action is to set a firm deadline on when the submission is required.
- 1617-11**; Committee chair and ombuds spoke to the dean and explained how the grading system did not appear to be clear and concise. The dean clarified the department and their methods, stating all aspects of class carry the same weight. Vote to deny petition: 11 Abstain: 4
- 1617-13**; Subcommittee shared a need to identify whether or not more students are going to be considered as a part of this dispute before moving forward. Ombuds reached out this week and gave a deadline of Friday, November 10th to be considered.
- V. New Petition
- 1718-03**; Were not able to discuss this case in this meeting

Adjourned at 5:15 PM.

STUDENT FAIRNESS COMMITTEE
AGENDA
 Wednesday, November 29, 2017
 3:00 PM - 5:00 PM
 Clark Hall, 547

1. **Review of the Agenda**
2. **Review of 11/15/17 notes**
3. **New Petitions**

Case #	Date Filed	Dispute/Grievance	Grad Date	Major	Course in Question	College	Semester Taken	Notice Sent
1718-04	11/28/2017 16:13:05	Grievance	fall 2018	SE	cmpe 295A	College of Engineering	NA	11/29/17

4. Case Updates

Case #	Date Filed	Dispute/Grievance	Major	Course in Question	Semester Taken	Status/Subcommittee
1617-10	5/7/2017	Grade Appeal/Dispute	Health Sciences	HS 271 & HS 272	Spring 2017	Nadia, Tianyu, Sonja
1617-12	5/25/17	Grade Appeal/Dispute	Justice Studies	JS 151	Fall 2016	Liz, Victoria, Miguel
1617-13	5/30/2017	Grade Appeal/Dispute	ISE	ISE 131	Spring 2017	Skovran, Abdelhadi, Cooper

5. Industrial Technology Issue/complaint
6. 2017 Meetings: 11/29, 12/6
7. 2018 Meetings: 2/7, 2/21, 3/7, 3/21, 4/4, 4/18, 5/2 (Location TBD)



SAN JOSÉ STATE
UNIVERSITY

STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
NOVEMBER 29, 2017

I. **Present:** Ramos, Main, Lilienthal, Sorkhabi, Skovran, Cooper, Pruthi, Harris,

Sanchez-Cruz, Zhao, Rivera, Randev, Castillo

Absent: Gonzales, Morales, Najib, Abdelhadi, Galindó, Heredia

Recorder: Jessica Randev

Meeting Started at 3:08 PM

II. Minutes Reviewed from November 15, 2017 reviewed and approved with 1 Abstain.

III. Updates:

1617-10; Committee members had set a deadline for all assignments in question to be submitted on December 1, 2017, following a previous deadline of November 10, 2017 which the student had missed. Regardless of whether or not the deadline is met, the committee will hold a hearing on December 6, 2017.

1617-12; The committee has received some of the student's quiz scores, but was not given the total points possible for each quiz. All scores were not made available because the results presented on canvas were not the actual results, according to the professor. The student's original grade is a B+, but due to a lack of accomodation on some quizzes for which the student has been approved to receive through the AEC, the student was not able to perform to his or her full potential. In addition, the grades were not presented to students nor was any feedback given. With all of this in mind, and bearing in mind how no evidence of grades was provided to students, and how the instructor was completely absent for a material amount of time during the semester the committee has agreed to suggest a grade change from a B+ to an A.

Vote: 10 in favor, 1 abstain

1617-13; The committee had emailed the instructor a list of questions in regards to the course and the case, but has not received a response.

IV. **New Case:**

1718-04; The student in question is not permitted to start their group project because courses have not been taken in the order

the department requires. The committee reviewed the guidelines in reference to which courses must be taken prior to beginning projects for the major, and found that the website is not clear and concise. The website does state that advisor consent is needed, which the student has been denied. The committee would now like to know on what basis was consent denied. Per the course catalog and department guidelines, the order in which courses should be taken is a recommendation; it is not required. Therefore should advisor consent be denied for any reason other than the order in which classes are taken, the advisor has jurisdiction to deny the student's request to begin their project. The committee has not taken the case but is working on obtaining more information in regards to it.

VI. Adjourned at 5:04 PM

STUDENT FAIRNESS COMMITTEE
AGENDA
 Wednesday, December 6, 2017
 3:00 PM - 5:00 PM
 Clark Hall, 547

1. **Review of the Agenda**
2. **Review of 11/29/17 notes**
3. **Petition Hearings**
CASE 1617-13 (Skovran, Abdelhadi, Cooper)
CASE 1617-10 (Sorkhabi, Zhao, Lilienthal)

4. New Petition (Update)

Case #	Date Filed	Dispute/Grievance	Grad Date	Major	Course in Question	College	Semester Taken	Notice Sent
1718-04	11/28/2017 16:13:05	Grievance	fall 2018	SE	cmpe 295A	College of Engineering	NA	11/29/17

5. Industrial Technology Issue/complaint – Meeting with Dr. Ehrman on Thursday the 7th
6. 2017 Meetings: Done for the semester
 2018 Meetings: 2/7, 2/21, 3/7, 3/21, 4/4, 4/18, 5/2 – Clark Hall 547



**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
December 6, 2017**

- I. **Present:** Ramos, Main, Lilienthal, Sorkhabi, Skovran, Cooper, Pruthi, Harris,
Zhao, Rivera, Randev, Gonzales, Morales, Najib, Abdelhadi, Galindo, Heredia
Absent: Castillo, Sanchez-Cruz
Recorder: Jessica Randev
Meeting Started at 3:03 PM

II. Minutes Reviewed from November 29, 2017 reviewed and approved with 1 Abstain.

III. Updates:

1617-10; Notices for the hearing on December 6, 2017 were given to the student and professors, of which neither were present. The student was given a new deadline of December 1, 2017 to submit assignments to the committee to be taken into consideration when holding the hearing, but the deadline for those assignments was again missed. After reviewing the case, and due to a lack of cooperation, communication, and evidence from the student, the committee unanimously voted to close the case.

Vote: 14 in favor
0 Abstain

1617-13; The chair of Industrial Engineering was present for the hearing. Upon hearing what the chair had to say, the committee agrees in their decision that should the student's grade be changed, it would mean that the student would be treated differently than those in the class, which would be unfair. The committee unanimously agrees to accept the sub committee's decision to award the student with a grade of a B-, and offer addition tutoring to students who are continuing with subsequent courses that may require the foundational skills students were not able to obtain in the course in question.

Vote: 13 in favor
0 abstain

1718-04; Members of the committee were able to speak with the advisor who provided feedback for the student and were told courses cannot be taken out of order because students need the fundamentals from those courses in ordered to meet the

project requirements. The committee has unanimously voted to not take the case, but will like to report to the provost with the suggestion to formally list it as a requirement to take the courses in the order listed on the department website.

Vote: 15 in favor

VI. Adjourned at 4:23
0 abstain

STUDENT FAIRNESS COMMITTEE
AGENDA
 Wednesday, February 7, 2018
 3:00 PM - 5:00 PM
 Clark Hall, 547

1. Review of the Agenda
2. Review of 11/29/17 notes
3. New Petitions

Case #	Date Filed	Dispute/Grievance	Grad Date	Major	Course in Question	College	Semester Taken	Notice Sent
1718-06	12/20/2017 13:13:27	Grade Appeal/Dispute	DQ'd at this time	GRAD Mech. Engr	ME 185	College of Engineering	Spring 2017	2/5/18
1718-07	12/20/2017 16:50:12	Grievance	DQ'd at this time	MS in Software engineering	CMPE 207 (206/202)	College of Engineering	Fall 2017	2/5/18
1718-08	12/22/2017 13:02:26	Grade Appeal/Dispute	DQ'd at this time	Industrial Design	DSID 32	College of Humanities and the Arts		

4. Discuss committee charge with SFC – Bethany Shifflett request
5. Changes needed to policy?
 - a. Student Fairness
 - b. Grading – Incomplete in particular; Feedback – how Canvas is used (or not) to show current status
6. 2018 Meetings: 2/7, 2/21, 3/7, 3/21, 4/4, 4/18, 5/2 – Clark Hall 547



**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
February 7, 2018**

I.Present: Ramos, Main, Lilienthal, Sorkhabi, Skovran, Cooper, Pruthi, Harris,
Zhao, Randev, Abdelhadi, Galindo, Heredia, Sanchez-Cruz

Absent: Gonzales, Morales, Castillo, Najib

Recorder: Jessica Randev

Meeting Started at 3:00 PM

II.New Petition Review:

1718-07: Student requested an incomplete originally in the course to accommodate for their injury and to receive an extension on the assignments. Committee votes that Incomplete is not appropriate considering time in the semester and majority of coursework was not completed. Current resolution requested of granting passing grades also not approved. Recommend student applies for retroactive withdraw due to medical reasons.

Vote for recommendation: In favor: 11 Against: 0 Abstain: 1

1718-06: Committee unclear as to whether or not the student was required to focus on one lab or was given opportunities to participate in others. Recommendation made to take the case and identify stipulations of being a teaching assistant and student in class.

Vote for recommendation: In favor: 11, Against: 0, Abstain: 1

1718-08: Student requests review of grading breakdown as unsure how calculations were finalized. Committee recommends taking the case to identify potential gaps in calculation even though grading may not contribute to overall standing.

Vote for recommendation: In favor: 11, Against: 0, Abstain, 1

III.Discussed whether committee felt charge of SFC should be addressed with the

Academic Senate. Felt that there was some clarification needed in regards to students filing a Grievance through SFC and if that's still relevant. No changes were needed at this time but discussed policies that may require edits considering types of complaints addressed by committee:

1. Incomplete grading policy –If an advisor and instructors approve the I or W, should it be possible to overturn with administration?

VI.Adjourned at 4:59

AGENDA
Wednesday, February 21, 2018
3:00 PM - 5:00 PM
Clark Hall, 547

1. Review of the Agenda
2. Review of 2/7/18 notes
3. Case updates

Case #	Date Filed	Dispute/Grievance	Major	Course in Question	Semester Taken	Status/Subcommittee
1718-06	12/20/2017 13:13:27	Grade Appeal/Dispute	GRAD Mech. Engr	ME 185	Spring 2017	Harris, Heredia
1718-08	12/22/2017 13:02:26	Grade Appeal/Dispute	Industrial Design	DSID 32	Spring 2017	Skovran, Galindo

4. New Petitions

Case #	Date Filed	Dispute/Grievance	Grad Date	Major	Course in Question	College	Semester Taken	Notice Sent
1718-09	12/22/2017 16:40:34	Grievance	I have one phase of student teaching left to complete.	Secondary Education	Phase II Student Teaching	College of Education	Spring 2017	2/19/2018
1718-10	1/26/2018 17:24:50	Grade Appeal/Dispute	FALL/2017	CMPE	CS	College of Engineering	Fall 2017	2/19/2018
1718-11	2/2/2018 12:28:51	Grade Appeal/Dispute	2 + semesters	LING	LLD250W	College of Humanities and the Arts	Fall 2017	2/19/2018
1718-12	2/2/2018 12:28:51	Grade Appeal/Dispute	2 + semesters	Business	Geology 7	College of Science	Fall/2017	
1718-13	2/15/2018 14:17:56	Grade Appeal/Dispute	2 + semesters	Computer Engineering	CMPE 102	College of Engineering	Fall/2017	

5. 2018 Meetings: 3/7, 3/21, 4/4, 4/18, 5/2 – Clark Hall 547



SAN JOSÉ STATE
UNIVERSITY

**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
February 21, 2018**

I. Present: Ramos, Main, Lilienthal, Sorkhabi, Skovran, Cooper, Pruthi, Harris, Sanchez-Cruz, Morales, Zhao, Heredia, Randev
Absent: Gonzales, Rivera, Castillo, Najib, Abdelhadi, Galindo
Recorder: Jessica Randev
Meeting Started at 3:00 PM

II. Reviewed and approved notes from 2/7/2018

III. Subcommittee updates:

1718-06 - Faculty believe there was miscommunication and are willing to allow student to complete class this semester and receive change of grade for work completed. Subcommittee emailed student the option but haven't heard back. Committee voted to accept subcommittee's recommendation for informal resolution.

Vote: 9 yes; 2 abstain

1718-08: Subcommittee has met with student, need to meet with faculty. Do feel there's uncertainty in regards to grade calculations and waiting to meet with instructor.

IV. New Petition Review:

1718-09: Student Teaching Experience. Student claims not enough time given to improve. Committee feels communications suggest she did not follow points given for her to show improvement. Was mention of absence due to medical concerns. Committee votes not to take the case and consider a medical petition to withdraw from the semester if possible.

Vote for recommendation: In favor: 11 Against: 0 Abstain: 1

1718-10: Faculty did not follow office hours, concern over change in finals schedule. Committee recommends that student graduate and receive degree while committing to sending faculty and associate dean suggestions for syllabus.

Vote for recommendation: In favor: 11 Against: 0 Abstain: 1

1718-11: Student claims they are being graded on attendance and participation is a portion of overall grade. Vote to take case

to determine how participation was calculated.
Vote to take case: In favor 9; 2 Abstain; 0 Against

VI. Adjourned at 5:10pm

STUDENT FAIRNESS COMMITTEE
AGENDA
 Wednesday, March 21, 2018
 3:00 PM - 5:00 PM
 Clark Hall, 547

1. Review of the Agenda
2. Review Meeting notes from 2/21, no meeting 3/7
3. Case updates

Case #	Date Filed	Dispute/Grievance	Major	Course in Question	Semester Taken	Status/Subcommittee
1718-08	12/22/2017 13:02:26	Grade Appeal/Dispute	Industrial Design	DSID 32	Spring 2017	Skovran, Galindo
1718-11	2/2/2018 12:28:51	Grade Appeal/Dispute	LING	LLD250W	Fall 2017	Cooper, Pruthi, Abdelhadi

4. New Petitions

Case #	Date Filed	Dispute/Grievance	Grad Date	Major	Course in Question	College	Semester Taken	Notice Sent
1718-12	3/2/2018 14:04:31	Grade Appeal/Dispute	2 or More Semesters	Aerospace Engineering	AE 112	College of Engineering	Fall 2017	3/19/2018
1718-13	3/6/2018 11:06:36	Grade Appeal/Dispute	This semester	Political Science	Pols 195A Political Inquiry	College of Social Science	Fall 2017	3/19/2018

5. 2018 Meetings: 4/4, 4/18, 5/2 – Clark Hall 547



SAN JOSÉ STATE
UNIVERSITY

**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES**
March 21, 2018

II.Present: Ramos, Main, Lilienthal, Sorkhabi, Skovran, Cooper, Pruthi, Harris, Sanchez-Cruz,
Morales, Randev, Najib, Abdelhadi, Galindo
Absent: Gonzales, Rivera, Castillo, Zhao, Heredia
Recorder: Jessica Randev
Meeting Started at 3:06 PM

V. Reviewed and approved notes from 2/21/18

VI. Subcommittee updates:

1718-06: Waiting to finalize communication with faculty. Schedule hearing for 4th

1718-11: Subcommittee ready to submit final recommendation. Schedule hearing for 4th.

VII. New Petition Review:

1718-12: Considered fairness and grading of a missed midterm due to illness. Asked Ombuds to gather more info.

1718-13: Unclear as to what student is specifically seeking. Ombuds will reach out and gather additional info before voting to take or deny petition.

VII.Adjourned at 4:51 pm

STUDENT FAIRNESS COMMITTEE
AGENDA
 Wednesday, April 4, 2018
 3:00 PM - 5:00 PM

1. Review of the Agenda
2. Review of 3/21/18 notes
3. Case Presentations

Case #	Date Filed	Dispute/Grievance	Course in Question	Semester Taken	Subcommittee	Time Certain Provided
1718-08	12/22/2017 13:02:26	Grade Appeal/Dispute	DSID 32	Spring 2017	Skovran, Galindo	Faculty: 3:15pm; Student 4pm
1718-11	2/2/2018 12:28:51	Grade Appeal/Dispute	LLD250W	Fall 2017	Cooper, Pruthi, Abdelhadi	Not attending

4. New Petitions

Case #	Date Filed	Dispute/Grievance	Grad Date	Major	Course in Question	College	Semester Taken	Notice Sent
1718-12	3/2/2018 14:04:31	Grade Appeal/Dispute	2 or More Semesters	Aerospace Engineering	AE 112	College of Engineering	Fall 2017	3/19/2018
1718-13	3/6/2018 11:06:36	Grade Appeal/Dispute	This semester	Political Science	Pols 195A Political Inquiry	College of Social Science	Fall 2017	3/19/2018

5. 2018 Meetings: 4/18, 5/2



SAN JOSÉ STATE
UNIVERSITY

**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES**
April 4, 2018

III.Present: Ramos, Gonzales, Main, Lilienthal, Sorkhabi, Skovran, Cooper, Pruthi, Harris, Sanchez-Cruz,
Randev, Abdelhadi, Galindo, Heredia
Absent: Rivera, Morales, Najib, Zhao, Castillo
Recorder: Jessica Randev
Meeting Started at 3:06 PM

VIII. Reviewed and approved notes from 3/21/18

IX. Case Presentations:

1718-08: Faculty member present; clarified grades posted in Canvas; Clarified why student lost points; Subcommittee shared how participation was tracked; Student attended after faculty left and shared point of view; Full committee voted once parties left to accept the subcommittee recommendation of no grade change. Vote: Yes – 10, No – 0, Abstain – 2
1718-11: Neither student nor faculty member attended; Subcommittee shared report and additional items gathered. After discussion, voted to accept the subcommittee recommendation of no grade change. Vote: Yes – 10, No – 0, Abstain – 2

X. New Petition Review:

1718-12: Reviewed grade breakout and calculation was incorrect. Ombuds will reach out to faculty to consider grade change.

VIII.Adjourned at 5:00pm

STUDENT FAIRNESS COMMITTEE
AGENDA
 Wednesday, April 18, 2018
 3:00 PM - 5:00 PM

1. Review of the Agenda
2. Review of 3/21/18 notes
3. Case Presentations

Case #	Date Filed	Dispute/Grievance	Course in Question	Semester Taken	Subcommittee	Time Certain Provided
1718-06	12/22/2017	Grade Appeal/Dispute	ME 185	Spring 2017	Harris, Heredia	Student – 3:10pm; Faculty 4pm

4. New Petitions

Case #	Date Filed	Dispute/Grievance	Grad Date	Major	Course in Question	College	Semester Taken	Notice Sent
1718-12	3/2/2018 14:04:31	Grade Appeal/Dispute	2 or More Semesters	Aerospace Engineering	AE 112	College of Engineering	Fall 2017	3/19/2018
1718-13	3/6/2018 11:06:36	Grade Appeal/Dispute	This semester	Political Science	Pols 195A Political Inquiry	College of Social Science	Fall 2017	3/19/2018

5. 2018 Meetings: 4/18, 5/2



SAN JOSÉ STATE
UNIVERSITY

**STUDENT FAIRNESS COMMITTEE
MEETING MINUTES
April 18, 2018**

I.Present: Ramos, Main, Lilienthal, Sorkhabi, Skovran, Cooper, Pruthi, Harris, Sanchez-Cruz, Morales, Randev, Najib, Abdelhadi, Galindo
Absent: Gonzales, Rivera, Castillo, Zhao, Heredia
Recorder: Jessica Randev
Meeting Started at 3:06 PM

II. Reviewed and approved notes from 4/4/18

III. Subcommittee updates:

1718-06 - No discrepancies were found in the grading methods. The committee has voted to not take the case.

Yes: 9
No: 0
Abstain: 3

1718-12: The faculty participated in the hearing and shared that the course exams were not focused heavily on labs, but on assignments. The student in question had several missing assignments as well as missing several supplemental material that would have helped in preparing for exams. The committee votes to not take the case.

Yes: 9
No:
Abstain: 3

1718-13: Upon reviewing the case, the committee has reached the decision that this case is not valid. The student was granted all of the accommodations and they were willingly surrendered.

Vote to take the case

Yes: 9

No: 0
Abstain: 3

VI. Adjourned at 5:15 PM