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Document A). The *Initial Faculty Decision* must include a statement advising the student that he or she has a right to appeal the decision and the *Appeals Procedures*

40 The BGE will hear the case presented by the student and others supporting the student's appeal and will
also hear the presentation of the faculty member or other departmental representative. Then, the
student and all other parties to the proceedings will be excused and the BGE and GSA representative will
conduct a closed discussion. If the BGE finds that insufficient information has been presented, it may
request a period of no longer than _____ to obtain the information, meet again, and reach a
45 decision. The BGE will consider the merits of the student's appeal and the adequacy of procedures
followed in the department. The BGE may support the decision being appealed, overturn it, or change
the penalty imposed (the *BGE Decision Document D*). The CAS Associate Dean for Graduate Education
will inform the student in writing (dated) of the BGE's decision and copy the faculty member, Program
Director, and Department Chairperson.

50 Should the student wish to appeal the decision beyond the College, the student may request that the
CAS Associate Dean for Graduate Education submit their appeal to the Associate Provost (AP) for
Graduate Education (the *AP Appeal*). This must occur within _____ of the student's receipt of
the *BGE Decision*. The appeal will be dismissed if the request is not made within the prescribed time
limit. Written submissions to the AP will be composed of Documents A-D only. The AP will review the
documents submitted to the BGE along with the *BGE Decision* and may request additional information
55 to determine whether or not the process as outlined in this section was appropriately followed. The AP
cannot overturn a decision but can remand the decision back to the BGE for further investigation if the
procedure was not properly followed.

BGE

Appeal

- 60 *Document A* (the *Initial Faculty Decision*). Must include notification of the student's right to appeal.
- x *Document B* (the *Student Appeal to Department Chairperson (or Center Director)*). Limited to 5 pages of
single-spaced, font-size 12 text. The appeal is dismissed if not submitted within the prescribed time limit.
 - x *Document C* (the *Department Chairperson (or Center Director) Response to Student*). The student may
automatically submit *Document B* to the CAS Associate Dean for Graduate Education (and BGE) if
- 65 *Document C* is not provided within the prescribed time limit. *Document C* is not required for the *BGE
Appeal* if it is not provided within the prescribed time limit.

AP Appeal

- x *Document D* (the *BGE Decision*).