

Chancellor's Standing Committee Annual Report

22 June 2017

Dr. Garnett Stokes, Interim Chancellor and Provost

Cc: Dr. Anna Ball, Faculty Fellow for Development
Michelle Marsden

Revision of Records

Annual Report, September 2016 – May 2017

Submitted by the Committee Chair

The mission of the Revision of Records (RoR) Committee is to provide a mechanism for an undergraduate or graduate student's transcript to be modified, if needed, to reflect accurately the student's performance. Sometimes, there is a simple administrative error that affects the record. Other times there are extenuating circumstances that might impact a student's record. In all situations, a student submits a petition for review. The Office of the Registrar is authorized to handle petitions that are simple in nature. Most other cases, however, require discussion and a judgment made at a RoR meeting. The Committee meets once a month throughout the calendar year with the exception of July.

Between June 2016 and May 2017, 463 petitions were received. Of these, 85 were dealt with administratively and 378 petitions were heard at a meeting. This number of petitions is 124% of last year's total. (2016=372).

The committee has now had a complete calendar year of petitions that have been available on line (beginning in January 2016). This has decreased the amount of time it takes for a petition to be reviewed once the student submits it. The faculty teaching the course(s) in question and the department chair and dean are notified by email of the petition and have 14 days to respond. Once the instructor has provided a response, the petition can move forward to the committee in cases where the chairperson or dean did not provide a response before the deadline. We are seeing petitions arrive to the committee much more quickly than in past years. This has also enabled the committee members to get the petitions in advance of the meeting and to make note of any mistakes (absent medical, faculty requests sent to the wrong department, etc). These can often be corrected before the committee meets; thus petitions are not tabled for another month.

The majority of the petitions brought to a meeting in this reporting year came from students in A&S (38.6%). Social Work and Law only had one petition apiece.

Historical Analysis

YEAR	APPROVALS	DENIALS	ADMINISTRATIVE	TOTAL
2016-17	202	176	85	463
2015-16	158	113	101	372
2014-15	184	79	73	336
2013-14	150	121	143	414
2012-13	182	110	157	449
2011-12	194	87	114	395
2010-11	198	76	112	386

