

Student Grievances

Campus Petitions Committee

Questions and information concerning the Campus Petition Committee (reported by Tom Reeve, updated by George Beloz 02-03, updated by D. Henry 2004-05)

What is the purpose of the committee? The committee functions as an avenue for appeals.

What power does the committee have? The committee has power to make decisions and recommendations unless superseded by contract, district policy, regulations, Ed. Code, or state statute.

Timetable

1. Student fills out the petition and turns it in to Diane Henry (only after the student has meet with the appropriate Dean and is not satisfied with outcome).
2. A copy of the petition is made and distributed to each member of the petitions committee.
3. A meeting time is set (by Diane Henry) and student and faculty are asked if they have any other supporting documents they want to present. Any additional information is sent to the committee and individual faculty involved. The committee only wants pertinent information that supports the appeal.
4. Neither the faculty nor the student is required to attend but it is usually in their best interest to do so.
5. Committee meets for an hour.
 - A. 15 min. - Student is able to address the committee and answer questions.
 - Can bring another person for support who may or may not participate (not a legal advisor as this is an informal hearing not a legal trial)
 - B. 15 min. -- Faculty is able to address the committee and answer questions.
 - Can bring another person for support who may or may not participate (not a legal or union representative as this is an informal hearing)
 - C. 30 min. -- Committee discusses the situation and makes a decision.
 - Works on coming to consensus
 - Usually it is a unanimous decision
 - May have a majority and minority (both noted)
6. If the student has waited, he/she is called back in and told the results.
7. If the student has not waited, a letter is generated covering the areas of concern and sent to the following
 - A. Petitions committee members
 - B. The Student (certified copy)
 - C. Division involved
 - D. College President
8. When the committee has recommended to an instructor or division, an additional letter is sent noting these recommendations.
9. Students are notified of the next step in the appeals process (College President)

What can a student expect?

1. To be introduced to the committee.
2. That the committee has reviewed the material presented.
3. The committee will only deal with what was written in the petition.
 - A. New information is usually not accepted at this time (exception: found something after the information has been disseminated, i.e., test showing grade)
4. Faculty can not be made to change grades if they are not in error.

What can the faculty expect?

1. To be introduced to the committee.
2. That the committee has reviewed the material presented.
3. The committee will only deal with what was written in the petition.
 - A. New information is usually not accepted at this time (exception: found something after the information had been disseminated, i.e., test showing grade)

What do students need to do before petitioning?

1. Earnestly try to work out the problem.
2. Talk to counselor.
3. Discuss the matter with the Dean (a decision needs to be made at this level before proceeding).

What does faculty need to do?

1. Make every effort to work with the student when they are first approached.

Other

1. This process is very time consuming.
2. Even though it may seem like the process is weighted in the faculty's favor, faculty do take accusations seriously and may think about them for a long time.