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Approved: Robert L. Carothers
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Approved: David C. Danahar

SOUTHWEST MINNESOTA STATE UNIVERSITY

PROCEDURE

ACADEMIC STANDING APPEALS COMMITTEE

- A. The Academic Standing Appeals Committee shall consist of the following members:
1. Five (5) faculty members selected by the Faculty Association.
 2. Two (2) students appointed by the Student Association.
 3. Two (2) ex-officio non-voting members appointed by the Provost.
- B. A designee of the Provost shall serve as Secretary of the Committee and shall be responsible for the following tasks:
1. Notification of students who are on RW (Required to Withdraw) status and advising these students of their right to appeal for reinstatement to the Academic Standing Appeals Committee. Notification of those students who are to appear in alleged cases of academic dishonesty. The students shall also be advised of their rights as specified in the Southwest Minnesota State University Student Appeals Regulation G-005.
 2. Development of Appeal and Committee Decision forms in consultation with the Committee.
 3. Provision of student transcripts and test scores to be used in the Committee hearings.
 4. Notification of appealing students in writing of the Committee's decision. If a student has been denied reinstatement, she/he should also be informed of his/her right to appeal to the Provost.
 5. Implementation of the Committee's decisions.
- C. Decisions of the Academic Standing Appeals Committee may be appealed to the Provost in writing no later than the end of the semester following the semester in which the decision of the Committee was rendered. Decisions rendered in the Spring Semester must be appealed no later than the end of the Fall Semester of the following academic year.

The Provost's decision, either upholding or rejecting the decision of the Academic Standing Appeals Committee shall be communicated in writing, with reasons, to the student and the Committee members within five (5) instructional days after the appeal to the Provost. A copy of this communication shall be maintained in the student's confidential file (with the Provost).

- D. All evidence presented in the course of an appeal shall be held in the strictest confidence. No portion of the proceedings shall appear in any permanent records kept on the student or faculty members involved in the appeal.

See also:

G-005 Student Appeals

G-005.2 Student Grade Appeal Committee

G-005.3 Judicial Appeal Procedure and Committee