

BP 4231 Grade ChallengesChanges

Reference: ***Education Code Sections 76224 and 76232; and
Title 5 Section 55025***

Adoption Date: June 19, 2012

Updated: July 17, 2018

The Grossmont-Cuyamaca Community College District (District) Chancellor shall ~~ensure that administrative procedures are written regarding grade challenges by District students.~~ implement procedures to assure the accuracy and integrity of all grades awarded by faculty. The procedures shall include but not necessarily be limited to the following components:

- ~~When grades are given for any course of instruction taught in a community college district, the grade given to each student shall be the grade determined by the instructor of the course; and the determination of the student's grade by the instructor, in the absence of mistake, fraud, bad faith, or incompetency, shall be final.~~
- Assurance that in the absence of mistake, bad faith, fraud or incompetence, the grades awarded by faculty shall be final.
- ~~Procedures for students may to challenge the correctness of a grade. an assigned grade within the timelines set forth in the administrative procedures.~~
- The installation of security measures to protect grade records and grade storage systems from unauthorized access.
- Limitations on access to grade records and grade storage systems.
- Discipline for students or staff who are found to have gained access to grade records without proper authorization or to have changed grades without proper authorization.
- Notice to students, faculty, transfer institutions, accreditation agencies and law enforcement agencies if unauthorized access to grade records and grade storage systems is discovered to have occurred.

Also see BP 3310 titled Records Retention and Destruction, AP 4231 titled Grade Changes, and BP/AP 5040 titled Student Records.