

Administrative Errors

- 1. Purpose for submitting:** *Submitting for approval*
- 2. Type of proposal:** *Campuswide policies (including Senate Rules)*
- 3. Specific action being requested:** *New*
- 4. Proposer:** *Laura Ansel*
- 5. Affiliation of proposer:** *Academic Ombud Services*
- 6. Proposal submitted on behalf of another unit or organization** *Not applicable*
 - 6.a. If "Yes," name of the submitting unit/organization:**
- 7. Rationale for proposal:**

When administrative errors occur students often do not notice until just prior to the student's graduation and long after the semester in which the issue occurred. The Academic Ombud is empowered to address issues that occur within 180 days subsequent to the conclusion of the academic term in which the problem occurred. Administrative errors should be able to be addressed whenever they are found.
- 8. Does the proposal include a change to the Senate Rules?**

Yes

 - 8.a. If "Yes," what section of the Senate Rules?** *Section 6 - Student Academic Affairs*
 - 8.b. If "Yes," what is the requested effective date?** *Fall 2024*
- 9. If asking for feedback, how will the feedback be used?**

6.2.1.4 Statute of Limitations

The Academic Ombud is empowered to hear only those grievances directed to their attention within 180 days subsequent to the conclusion of the academic term in which the problem occurred. However, the Ombud may agree to hear a grievance otherwise barred by the Statute of Limitations in those instances where (1) the Ombud believes that extreme hardship including but not limited to illness, injury, and serious financial or personal problems gave rise to the delay, (2) an administrative error has occurred, or (3) all parties to the dispute agree to proceed. [US: 2/11/80; US: 4/10/2000]

It has come to our attention that when administrative errors are made students often do not notice until long after the semester in which the issue occurred.