

<i>Document No:</i>	
Subject:	<b>ACT – STUDENT DISCIPLINARY</b>
Approval Authority:	Provost
Review:	Annually
Effective:	Fall 2023
Last Approval:	Fall 2023

Anatolia College | Anatolia High School | Anatolia Elementary School

17 V. Sevenidi Str., P.O. Box 21021, 555 35 Pylea, Thessaloniki, Greece  
T +30 2310 398398E [admissions@act.edu](mailto:admissions@act.edu)  
[www.act.edu](http://www.act.edu)



## Academic Standards & Performance Committee By-Laws

- (i) **Membership:** The Academic Standards and Performance Committee (AS&PC) is composed of the Associate Dean for Student Affairs (who serves as a liaison with the Academic Council), three appointed faculty members (an effort is made to represent all academic divisions), a Student Government Association representative (normally the VP of Academic Affairs). The Associate Dean for Student Affairs chairs the committee.
- (ii) **Purview:** The AS&PC evaluates cases pertaining to:
  - (1) The application, monitoring, and enforcement of the academic standards and regulations of the college; the Committee deals with all cases by students pertaining to appeals and academic standing (probation, suspension, and expulsion). In addition, the Committee considers all grade change requests (due to administrative errors) that are made by instructors.
  - (2) The application, monitoring, and enforcement of the standards and regulations of the college with respect to academic honesty and personal conduct within the classroom; the Committee deals with instances of academic infractions and in-class personal misconduct by students and / or faculty.
  - (3) The review, revision, and drafting of existing academic policies and regulations that define the College's regulatory framework: recommendations are forwarded on to the Academic Council (comprising the top decision-making body of the institution) and are put in effect following its approval.
  - (4) The consideration and approval of student requests pertaining to mitigating/extenuating circumstances.
  - (5) The consideration and resolution of all student complaints.

**When considering issues for all students on OU validated programs / modules the committee upholds the OU regulations.**

The AS&PC will discuss routine cases via e-mail; in cases deemed serious by the chair, the Committee will meet with all interested parties before reaching a decision and the decision will be communicated formally to the interested parties. For cases resolved through email, the committee must reach a decision within three working days following the day the case has been brought forward. In cases where meetings are required, the committee must reach a decision within seven working days from the day the case was introduced. Records of all cases shall be kept with the Registrar's office in the students' file.

The Regulatory framework describes in greater analytical detail the workings of the AS&PC with respect to the OU validated program.

