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March 25, 2015

TO: Jose Wudka, Chair
Riverside Division

FR: Akula Venkatram, Chair
Executive Committee, Bourns College of Engineering

RE: Proposed policy on the Retention of Graded Materials as submitted by Committee on Educational Policy

The BCOE Executive Council discussed the memo and agreed with it. It makes clear the expectations from faculty about retaining course documents. It also clarifies to students what they might expect from instructors in the case a grade is appealed.