The instructor of the course shall determine the grade to be awarded to each student.

The Superintendent/President shall 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:

- Assurance that in the absence of mistake, bad faith, fraud or incompetence, the grades awarded by faculty shall be final.

- Procedures for students to challenge the correctness of a grade.

- 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.

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

Adopted: September 9, 2013