

## **College of Humanities, Arts, and Social Sciences (CHASS): Student Academic Concerns and Grievances Process**

The CHASS Dean's office has every expectation that you will be successful and satisfied with your academic journey here at UCR. However, we also recognize that occasionally students may find themselves in a situation that requires assistance. Consequently, we have developed clear policies designed to protect student rights and facilitate a successful academic experience. These can be found in a variety of locations, including the University catalog and on the University's websites. If you feel you have an academic concern\*, the following are the steps by which situations can be reviewed/resolved within CHASS.

*\*Please note, for all academic concerns and before pursuing resolution, document the incidents that have occurred. If possible, include dates, locations, context, and as much detailed information as you can remember. Keep copies of all correspondence and document all contact.*

### **Faculty/Instructional Concerns:**

1. Speak directly to the course instructor with whom you have a concern

#### **If not resolved:**

2. Please reach out directly to the Chair of the respective department.

### **Grading Concerns:**

1. Please see the Academic Senate Bylaws regarding the procedures for the appeal of grades found here: [https://senate.ucr.edu/bylaws/?action=read\\_bylaws&code=r&section=05](https://senate.ucr.edu/bylaws/?action=read_bylaws&code=r&section=05)

### **Undergraduate Students Academic Advising Concerns within Major Departments:**

1. Speak directly to the major advisor with whom you have a concern.

#### **If not resolved:**

2. Contact the advisor's departmental supervisor:

**Anthony Gonzalez** (anthony.gonzalez@ucr.edu):  
Economics, Political Science, or Psychology

**Brenda D. Aragón** (brenda.aragon@ucr.edu):  
African American Studies, Anthropology, Asian American Studies, Chicano Studies, Ethnic Studies, Gender & Sexuality Studies, Global Studies, Latin American Studies, Liberal Studies, Media & Cultural Studies, Middle East & Islamic Studies, Native American Studies, Religious Studies, Sociology, or Sustainability Studies

**Suzy A. Sharweed** (suzy.sharweed@ucr.edu):

Art, Art History, Chinese, Classical Studies, Comparative Ancient Civilizations, Comparative Literature, Creative Writing, Dance, English, French, Germanic Studies, Hispanic Studies, History, Japanese, Languages, Linguistics, Music, Philosophy, Russian, or Theater, Film, and Digital Production

**If not resolved:**

3. Contact the Director of Majors Advising:

**Ryan Lipinski** (ryan.lipinski@ucr.edu)

**Undergraduate Students Academic Advising Concerns with College (Undeclared & Pre-Business) Advising:**

1. Speak directly to the CHASS college advisor with whom you have a concern.

**If not resolved:**

2. Contact the Director of Academic Advising:

José Beruvides (jose.beruvides@ucr.edu)

**For both Major and College academic advising concerns, if not resolved:**

1. File a written statement detailing the concern(s) with the Associate Dean for Student Academic Affairs:

**Covadonga Lamar Prieto** (covadonga.lamarprieto@ucr.edu)