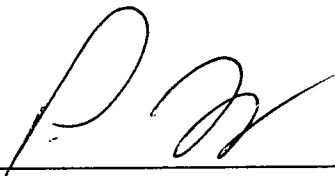


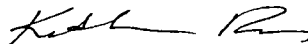
<p>MEMO</p> <p>Office of the Registrar</p> <p>MAILING ADDRESS 3200 MAGGIE BENSTON CENTRE 8888 UNIVERSITY DRIVE Burnaby, BC V5A 1S6 CANADA TEL: 778-782-3108 FAX: 778-782-5732</p>	<p><b>To:</b> Senate</p> <p><b>From:</b> Kate Ross, Secretary Senate Appeals Board</p> <p><b>Subject:</b> Senate Appeals Board Annual Report for 2008</p> <p><b>Date:</b> March 13, 2009</p>
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The Board considers cases wherein a student or former student feels aggrieved by the decision of a faculty, department or other administrative unit relating to registration in courses, withdrawal from the University, eligibility for graduation, approval to a program, or matter relating to academic standing when special circumstances are present.

SAB meets monthly or when there is sufficient business to warrant a meeting. The Senate Appeals Board met 10 times in 2008 reviewing a total of 41 appeal cases.



Peter Liljedahl, Chair, SAB



Kate Ross, Secretary, SAB

Dates of meetings in 2008:

January 15, February 25, April 3, May 15, June 17, August 19, August 27, September 16, October 29, December 4

**Current SAB Membership:**

Peter Liljedahl, Chair  
 Martin Hahn, Faculty Member  
 Anne Higgins, Alternate Faculty Member  
 Richard Hayes, Alternate Faculty Member  
 Ali Godson, Undergraduate Student Member  
 Jennifer Scott, Graduate Student Member  
 Nathalie Bocking, Alternate Undergraduate Student Member  
 Shirin Karimifar, Alternate Graduate Student Member  
 Kate Ross, Registrar and Secretary to SAB  
 Tina Edmundson, Recording Secretary



**Procedure:**

Each appeal is first screened to determine whether special circumstances are present. All appeals are first heard in-camera (written from only) and some are resolved at that stage. If the SAB is unable to give a positive judgment at Stage 1, and if the student has requested an in-person hearing, the case is decided at a hearing at which the student or a representative is able to present further evidence and answer questions (Stage 2). Most hearings last about 20 – 30 minutes.

**Summary of Appeal Decisions:**

Appeals Approved	27
Appeals Denied	4 (all at the preliminary hearing)
Appeals Not Heard	4
Appeals Incomplete (deferred)	6 (4 tabled to 2009)

The Senate Appeals Board Annual Report 2008 is attached

Senate Appeals Board Annual Report – 2008

Date	Case #	Type of Appeal	Explanation	Decision
Jan. 15/08	1	Selective Retroactive Withdrawal	Purpose: Stage 2 Basis: Personal and Medical Result: Approved Rational: The Board found extenuating circumstances due to a medical condition	Approved
Jan. 15/08	2	Retroactive Withdrawal	Purpose: Preliminary Purpose: To determine if grounds for appeal exist Basis: Medical Result: Tabled Rational: insufficient evidence	Tabled
Jan. 15/08	3	Retroactive Withdrawal	Purpose: Stage 1 Basis: Personal Result: Approved Rational: evidence of extenuating circumstances	Approved
Jan. 15/08	4	Retroactive Withdrawal	Purpose: Preliminary Basis: Personal, work/school scheduling conflict Result: Move to Stage 1 student to appear Rational: To provide further information regarding scheduling conflict	Move to Stage 1 Student to Appear
Feb. 25/08	5	Retroactive Withdrawal	Purpose: Stage 1 Basis: Personal, work/school scheduling conflict Result: Cancelled Rational: Student failed to appear or provide a reply	Cancelled (incomplete)
Feb. 25/08	6	Retroactive Withdrawal	Purpose: Stage 1 Basis: Medical Result: Approved Rational: Student provided further medical evidence	Approved

## Senate Appeals Board Annual Report – 2008

Date	Case #	Type of Appeal	Explanation	Decision
Feb. 25/08	7	Retroactive Withdrawal	<p>Purpose: Stage 1</p> <p>Basis: Personal</p> <p>Result: Approved</p> <p>Rational: Student's unfortunate events constitutes as extenuating</p>	Approved
Feb. 25/08	8	Selective Retroactive Withdrawal	<p>Purpose: Preliminary</p> <p>Basis: Medical</p> <p>Result: Approved</p> <p>Rational: Student provided evidence of extenuating circumstances</p>	Approved
Feb. 25/08	9	Retroactive Withdrawal	<p>Purpose: Preliminary</p> <p>Basis: Medical and Personal</p> <p>Result: Approved</p> <p>Rational: Student provided evidence of extenuating circumstances</p>	Approved
Feb. 25/08	10	Selective Retroactive Withdrawal	<p>Purpose: Preliminary</p> <p>Basis: Medical</p> <p>Result: Moved to Stage 1 student to appear</p> <p>Rational: Student's documentation unclear and required further explanation</p>	Moved to Stage 1 Student to Appear
Feb. 25/08	11	Selective Retroactive Withdrawal	<p>Purpose: Preliminary</p> <p>Basis: medical</p> <p>Result: Moved to Stage 1 student to appear</p> <p>Rational: Student's documentation was unclear and required further explanation</p>	Move to Stage 1 Student to Appear
Feb. 25/08	12	R W 2 semesters student wishes to be re-admitted to SFU	<p>Purpose: Preliminary</p> <p>Basis: Medical</p> <p>Result: Approved</p> <p>Rational: Student provided medical evidence of extenuating circumstances</p>	Approved

# Senate Appeals Board Annual Report – 2008

Date	Case #	Type of Appeal	Explanation	Decision
April 3/08	13	Selective Retroactive Withdrawal	<p>Purpose: Stage 1</p> <p>Basis: Medical</p> <p>Result: Approved</p> <p>Rational: Student provided medical evidence of extenuating circumstances</p>	Approved
April 3/08	14	Selective Retroactive Withdrawal	<p>Purpose: Stage 1</p> <p>Basis: Medical</p> <p>Result: Approved</p> <p>Rational: Student provided medical evidence of extenuating circumstances</p>	Approved
April 3/08	15	Selective Retroactive Withdrawal	<p>Purposes: Preliminary</p> <p>Basis: Personal</p> <p>Result: Moved to stage 1 student to appear</p> <p>Rational: Student's documentation was unclear and required further explanation</p>	Moved to Stage 1
April 3/08	16	Selective Retroactive Withdrawal	<p>Purpose: Preliminary</p> <p>Basis: Medical</p> <p>Result: Approved</p> <p>Rational: Student provided medical evidence of extenuating circumstances</p>	Approved
April 3/08	17	Selective Retroactive Withdrawal	<p>Purpose: Preliminary</p> <p>Basis: Medical</p> <p>Result: Approved</p> <p>Rational: Student provided medical evidence of extenuating circumstances</p>	Approved

## Senate Appeals Board Annual Report -- 2008

Date	Case #	Type of Appeal	Explanation	Decision
April 3/08	18	Selective Retroactive Withdrawal	<p>Purpose: Preliminary</p> <p>Basis: Dissatisfaction with course offering and policy</p> <p>Result: Denied</p> <p>Rational: Student does not provide evidence of extenuating circumstances</p>	Denied
April 3/08	19	S R W PSYC 207	<p>Purpose: Preliminary</p> <p>Basis: Personal work/school scheduling conflict</p> <p>Result: Denied</p> <p>Rational: Student does not provide evidence of extenuating circumstances</p>	Denied
April 3/08	20	Selective Retroactive Withdrawal	<p>Purpose: Preliminary</p> <p>Basis: Personal work/school scheduling conflict</p> <p>Result: Moved to stage 1</p> <p>Rational: Student does not provide enough information</p>	Moved to Stage 1
May 15/08	21	Selective Retroactive Withdrawal	<p>Purpose: Stage 2</p> <p>Basis: Personal</p> <p>Result: Approved</p> <p>Rational: Student provides evidence of extenuating circumstances</p>	Approved
May 15/08	22	Selective Retroactive Withdrawal	<p>Purposes: Preliminary was April 3, 2008</p> <p>Basis: Medical</p> <p>Result: Approved</p> <p>Rational: Student's evidence was shown as extenuating circumstances</p>	Moved to Stage 2
May 15/08	23	Selective Retroactive Withdrawal	<p>Purpose: Stage 1</p> <p>Basis: Personal work/school scheduling conflict</p> <p>Result: Moved to stage 2</p> <p>Rational: Student does not provide enough information</p>	Moved to Stage 2

# Senate Appeals Board Annual Report – 2008

Date	Case #	Type of Appeal	Explanation	Decision
May 15/08	24	Selective Retroactive Withdrawal	<p>Purpose: Preliminary Basis: Medical Result: Approved</p> <p>Rational: Student provides evidence of extenuating circumstances</p>	Approved
May 15/08	25	Withdrawal	<p>Purpose: Preliminary Basis: Personal/Family Results: Approved</p> <p>Rational: Student provides evidence of extenuating circumstances</p>	Approved
May 15/08	26	Selective Withdrawal	<p>Purpose: Stage 1 Follow Up from April 6, 2008 Basis: Medical Results: Moved to Stage 2</p> <p>Rational: Student provides evidence of extenuating circumstances</p>	Moved to Stage 2
May 15/08	27	Selective Retroactive Withdrawal	<p>Purpose: Preliminary Basis: Personal Result: Approved</p> <p>Rational: Student was unable to understand the requests from SAB. Student asked to appear</p>	Approved
May 15/08	28	Selective Withdrawal	<p>Purpose: Preliminary Basis: Miscommunication/advice between Douglas College and SFU Result: Approved</p> <p>Rational: Student provides evidence of extenuating circumstances</p>	Approved
May 15/08	29	Withdrawal	<p>Purpose: Preliminary Basis: Medical Result: Move to stage 1 – insufficient evidence provided request for further documentation</p> <p>Rational: Further documentation required</p>	Move to Stage 1

Senate Appeals Board Annual Report – 2008

Date	Case #	Type of Appeal	Explanation	Decision
May 15/08	30	Denied by Faculty for Graduation Waiver	<p>Purpose: Preliminary</p> <p>Basis: Mis advice by University Staff</p> <p>Result: Did not hear</p> <p>Rational: Board unable to come to a favourable decision due to lack of evidence</p>	Did not hear
June 17/08	31	Selective Withdrawal	<p>Purpose: Stage 2</p> <p>Basis: Medical</p> <p>Result: Approved</p> <p>Rational: Student provided evidence of extenuating circumstances</p>	Approved
June 17/08	32	Selective Withdrawal	<p>Purpose: Stage 2</p> <p>Basis: Work conflict</p> <p>Result: Approved</p> <p>Rational: Student provides evidence of extenuating circumstances</p>	Approved
June 17/08	33	Withdrawal	<p>Purpose: Stage 1</p> <p>Basis: Medical</p> <p>Result: Tabled</p> <p>Rational: Student to provide further documentation</p>	Tabled
June 17/08	34	Selective Retroactive Withdrawal	<p>Purpose: Preliminary</p> <p>Basis: personal, medical and work conflict</p> <p>Result: Move to Stage 1</p> <p>Rational: Student has grounds but more information is required.</p>	Move to Stage 1
Aug 19/08	35	Withdrawal	<p>Purpose: Tabled Stage 1 from June 17/08</p> <p>Basis: Medical</p> <p>Result: Tabled</p> <p>Rational: Awaiting further documentation</p>	Tabled



Senate Appeals Board Annual Report – 2008

Date	Case #	Type of Appeal	Explanation	Decision
Aug 19/08	36	Retroactive Withdrawal	Purpose: Preliminary Basis: Work conflict Result: Approved Rational: Student provides evidence of extenuating circumstances	Approved
Aug 19/08	37	Retroactive Withdrawal	Purpose: Preliminary Basis: Personal and work conflict Result: Tabled Rational: Student to provide further information	Tabled
Aug 19/08	38	Selective Retroactive Withdrawal	Purpose: Preliminary Basis: Personal and Medical Result: Approved Rational: Student provides evidence of extenuating circumstances	Approved
Aug 19/08	39	Withdrawal	Purpose: Preliminary Basis: Personal Result: Tabled Rational: Insufficient evidence student to provide further information	Tabled
Aug 27/08	40	Retroactive Withdrawal	Purpose: Preliminary Basis: Medical Result: Tabled Rational: Evidence provided is unclear. Student to provide further information	Tabled
Aug 27/08	41	Selective Withdrawal	Purpose: Preliminary Basis: Student unaware of drop deadline Result: Denied Rational: Student does not provide evidence of extenuating circumstances.	Denied

Senate Appeals Board Annual Report – 2008

Date	Case #	Type of Appeal	Explanation	Decision
Aug 27/08	42	Retroactive Withdrawal	Purpose: Preliminary Basis: Medical Result: Approved Rational: Student provides evidence of extenuating circumstances	Approved
Aug 27/08	43	Retroactive Withdrawal	Purpose: Preliminary Basis: Medical Result: Tabled Rational: More information required	Tabled
Sept 16/08	44	Retroactive Withdrawal	Purpose: Preliminary continued from Aug. 27/08 Basis: Medical Result: Approved Rational: Student provides evidence of extenuating circumstances	Approved
Sept 16/08	45	Retroactive Withdrawal	Purpose: Preliminary Basis: Personal Result: Denied Rational: Student does not provide evidence of extenuating circumstances	Denied
Sept 16/08	46	Retroactive Withdrawal	Purpose: Preliminary Basis: Medical Result: Tabled Rational: Student to provide further information	Tabled for further info
Sept 16/08	47	Selective Retroactive Withdrawal	Purpose: Preliminary Basis: Medical and Personal Result: Tabled Rational: Student to provide further information	Tabled

Senate Appeals Board Annual Report – 2008

Date	Case #	Type of Appeal	Explanation	Decision
Sept 16/08	48	Retroactive Withdrawal	Purpose: Preliminary Basis: Medical Result: Tabled Rational: Student to provide further information	Tabled
Oct 29/08	49	Retroactive Withdrawal	Purpose: Preliminary from Sept 16/08 Basis: Medical Result: Not heard Rational: Student did not provide information as requested	Not heard
Oct 29/08	50	Selective Retroactive Withdrawal	Purpose: Preliminary from Sept 16/08 Basis: Medical and personal Result: Not heard Rational: Student did not provide information as requested	Not heard
Oct 29/08	51	Retroactive Withdrawal	Purpose: Preliminary from Sept. 16/08 Basis: Medical Result: Approved Rational: Student provided evidence of extenuating circumstances	Approved
Oct 29/08	52	Retroactive Withdrawal	Purpose: Preliminary from Sept 16/08 Basis: Personal Result: Not heard Rational: No further information provided.	Not heard
Oct 29/08	53	Selective Retroactive Withdrawal	Purpose: Preliminary Basis: Medical Result: Approved with conditions Rational: Approved providing	Approved with conditions

Senate Appeals Board Annual Report – 2008

Date	Case #	Type of Appeal	Explanation	Decision
Oct 29/08	54	Selective Withdrawal	Purpose: Preliminary Basis: Medical Result: Moved to Stage 1 Rational: Student to provide more information	Moved to Stage 1
Oct 29/08	55	Selective Retroactive Withdrawal	Purpose: Preliminary Basis: Personal Result: Approved Rational: Student provides evidence of extenuating circumstances	Approved
Dec 4/08	56	Selective Retroactive Withdrawal	Purpose: from October 29 <sup>th</sup> Stage 1 Basis: Medical Result: Approved Rational: Student provides evidence of extenuating circumstances	Approved
Dec 4/08	57	Selective Retroactive Withdrawal	Purpose: Preliminary Basis: Personal and work conflict Result: Tabled Rational: Student to provide further information	Tabled
Dec 4/08	58	Retroactive Withdrawal	Purpose: Preliminary Basis: Personal Result: Tabled Rational: Student to provide further information	Tabled
Dec 4/08	59	Retroactive Withdrawal	Purpose: Preliminary Basis: Personal Result: Tabled Rational: Student to provide further information	Tabled

Senate Appeals Board Annual Report – 2008

Date	Case #	Type of Appeal	Explanation	Decision
Dec 4/08	60	Selective Retroactive Withdrawal	Purpose: Preliminary Basis: Medical Result: Approved Rational: Student provides evidence of extenuating circumstances	Approved