

SIMON FRASER UNIVERSITY
Office of the Registrar
Memorandum

To: Alison Watt, Director
Secretariat Services

From: Nick Heath
Secretary, SAB

Subject: Vice-Chair + Senate Appeals Board

Date: August 11, 1999

It would be helpful if the Senate Appeals Board had a Vice-Chair in the event the Chair is not available to attend a meeting. Informally, the Senate Appeals Board at their 23 July 1999 meeting elected Lee Hanlan (Alternate Faculty Member of SAB) to this position.



Action undertaken by the Senate Committee on Agenda and Rules at its meeting of August 31, 1999 gives rise to the following motion

MOTION: "that Senate approve an amendment to the membership of the Senate Appeals Board to include a Vice-Chair to be selected by majority vote of the voting members of the Senate Appeals Board"

EXISTING MEMBERSHIP15. SENATE APPEALS BOARD (SAB)
- Standing (Reporting Category "B")

<u>Members</u>	<u>Conditions</u>	<u>Term</u>
Student or Faculty	Chair (Votes in case of a tie)	2 yrs
Faculty Member	Elected	2 yrs
Faculty Member	by	2 yrs
Alternate	Senate	2 yrs
Alternate		2 yrs
Student Member (Undergraduate)	Elected	2 yrs
Student Member (Graduate)	by	2 yrs
Alternate Student (Undergraduate)	Senate	2 yrs
Alternate Student (Graduate)		2 yrs
Dean of Student Services and Registrar (or designate)	Secretary (non-voting)	

Purpose

To consider 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 of entry/re-entry to a program or
- a matter relating to academic standing when special circumstances are present.

Selection of Chair

The Chair may be a student or a member of faculty and normally is selected from among the members of the Committee.

The Chair shall be selected by majority vote of the voting members of the Senate Appeals Board.

In the event that the members of the Senate Appeals Board cannot decide on the selection of a Chair, the appointment shall be decided by Senate.

Quorum: A quorum is three voting members.

Meetings convened monthly or at the call of the Chair.

SAB reports to Senate in April of each year.