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MEMORANDUM

ATTENTION	Senate	DATE	March 21, 2013
FROM	Patrick Lougheed Secretary, Senate Appeals Board	PAGES	1/2
RE:	Senate Appeals Board Annual Report for 2012		

The Board considers student 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

SAB meets monthly or when there is sufficient business to warrant a meeting. The Senate Appeals Board met 10 times in 2012 reviewing a total of 58 appeal cases.

Mary-Catherine Kropinski, Chair, SAB

Patrick Lougheed, Secretary, SAB

Dates of meetings in 2012: January 19, February 23, March 26, April 25, May 16, July 18, September 10, November 19, December 17.

Current SAB Membership:

- Mary-Catherine Kropinski, Faculty Member & Chair
- Anne Higgins, Faculty Member
- Geoffrey Poitras, Alternate Faculty Member
- Jeremy Snyder, Alternate Faculty Member
- Chanel Stevens, Undergraduate Student Member & Vice-Chair
- Benjamin Lee, Alternate Undergraduate Student Member
- Marc Legacy, Graduate Student Member
- Choo Ming Yeak, Alternate Graduate Student Member
- Patrick Lougheed, Secretary
- 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 form only); if the SAB is unable to give a positive judgment at this stage, and if the student has requested an in-person hearing, the case proceeds to a hearing at which the student or a representative is able to present further evidence and answer questions. Most hearings last about 20 – 30 minutes.

Summary of Appeal Decisions 2012:

		Retroactive Withdrawal	Selective Retroactive Withdrawal	Dissatisfaction with University Policy	Total
Approved	Preliminary Review	9	12	0	21
	In-Person Hearing	5	5	0	10
Denied	Preliminary Review	6	11	0	17
	In-Person Hearing	5	4	0	9
Not Heard		0	0	0	0
In Progress		0	0	0	0
Cancelled		0	1	0	1
Total Appeals		25	33	0	58

Summary of Appeal Decisions, 2008-2012:

		2008	2009	2010	2011	2012
Approved	Preliminary Review	25	21	28	35	21
	In-Person Hearing	2	1	2	4	10
Denied	Preliminary Review	4	14	18	11	17
	In-Person Hearing	0	1	1	5	9
Not Heard		4	3	1	0	0
In Progress		6	0	1	2	0
Cancelled		0	0	2	2	1
Total Appeals		41	40	53	59	58