



OFFICE OF THE REGISTRAR
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MEMORANDUM

ATTENTION Senate **DATE** March 5, 2014
FROM Patrick Lougheed **PAGES** 1/2
Secretary, Senate Appeals Board
RE: Senate Appeals Board Annual Report for 2013

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 11 times in 2013 reviewing a total of 74 student appeal cases with 5 of the appeals involving more than one term resulting in a total of 79 appeals.

Mary-Catherine Kropinski, Chair, SAB

Patrick Lougheed, Secretary, SAB

Dates of meetings in 2013: February 7, March 7, April 4, May 2, May 30, June 27, August 8, September 12, October 24, November 14, December 10.

Current SAB Membership:

Mary-Catherine Kropinski, Faculty Member & Chair
Jeremy Snyder, Alternate Faculty Member & Vice Chair
Geoffrey Poitras, Alternate Faculty Member
Lisa Shapiro, Alternate Faculty Member
Ally Baharoon, Undergraduate Student Member
Saumya Sangal, 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 2013:

		Retroactive Withdrawal	Selective Retroactive Withdrawal	Dissatisfaction with University Policy	Total
Approved	Preliminary Review	14	17	0	31
	In-Person Hearing	7	6	1	14
Denied	Preliminary Review	8	0	0	8
	In-Person Hearing	2	8	0	10
Not Heard		0	0	1	1
In Progress		2	4	0	6
Cancelled		4	5	0	9
Total Appeals		37	40	2	79

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, 2008-2013:

		2008	2009	2010	2011	2012	2013
Approved	Preliminary Review	25	21	28	35	21	31
	In-Person Hearing	2	1	2	4	10	14
Denied	Preliminary Review	4	14	18	11	17	8
	In-Person Hearing	0	1	1	5	9	10
Not Heard		4	3	1	0	0	1
In Progress		6	0	1	2	0	6
Cancelled		0	0	2	2	1	9
Total Appeals		41	40	53	59	58	79