

# SIMON FRASER UNIVERSITY

## MEMORANDUM

S.89-4

As amended by  
Senate Jan. 9/89

To.....Senate.....

From..... B. P. Clayman, Chair  
Senate Graduate Studies Committee

Subject..... Graduate Appeal Procedures.....

Date..... November 29, 1988.....

Action undertaken by the Senate Graduate Studies Committee, at its Meeting on November 28, 1988, gives rise to the following motion:

### MOTION:

"That Senate approve and recommend approval to the Board of Governors, as set forth in S.89-4, the following Graduate Appeal Procedure:

1. Appeals of decisions involving grades in graduate courses are made through the same mechanism as in undergraduate courses. This mechanism is described in S.F.U. Policy AC-39.
2. Appeals of decisions involving evaluations of progress are made through the mechanism described in graduate regulation 1.8.2.
3. Appeals of other decisions, including the outcomes of thesis defences, are initiated at the level at which the decision was made originally.
4. If satisfactory resolution cannot be reached at a particular level, the appeal may proceed to the level to which a favourable recommendation would have proceeded. If necessary, this process may be repeated until the level of the Senate Graduate Studies Committee (S.G.S.C.) is reached.
5. Appeals to the S.G.S.C. are directed to the Dean of Graduate Studies, in writing. They must include clear, concise statements of the reasons for the appeal and of the remedy sought. The Dean brings the appeal to the S.G.S.C., only after it is established that all avenues for resolution at the departmental and Faculty levels have been exhausted.
6. The S.G.S.C., in each case, forms a ~~small~~ subcommittee, ~~with appropriate membership~~, including at least one student member, to hear the appeal.

7. The subcommittee would decide on the appropriate remedial action where it finds that the decision had been arrived at through improper or unfair procedures. The Committee would have no jurisdiction where the sole question raised is an appeal which is based on the exercise of academic judgement.
8. Decisions of the subcommittee are final, with Senate conferring on the subcommittee the authority of making final decisions pursuant to Section 36 (b) of the University Act, although the Committee may refer to Senate an unsettled question of policy or procedure of general importance to the University."



B.P. Clayman  
Dean of Graduate Studies.

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S I M O N F R A S E R U N I V E R S I T Y

MEMORANDUM

DEAN OF GRADUATE STUDIES

TO: Senate Graduate Studies Committee      FROM: B.P. Clayman

SUBJECT: Graduate Appeal Procedures      DATE: 14 November 1988

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As requested at our meeting of 25 October 1988, I have drafted a paper describing a proposed mechanism for appeals of decisions at the graduate level. It is enclosed for your consideration and will be on the agenda of the SGSC on 28 November 1988.

  
B.P. Clayman

BPC:pm

c.c. M. McGinn (for distribution)

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D R A F T

Graduate Appeals

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