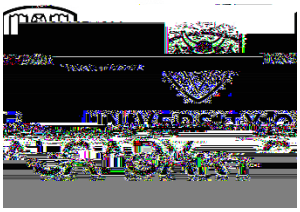
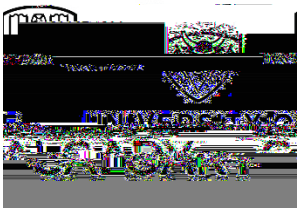


University Appeals Committee Procedure

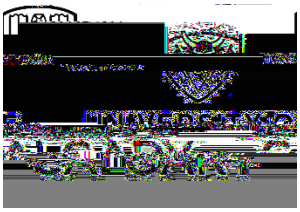
Classification Governance	**Table of Contents**
Approval Authority General Faculties Council	
Implementation Authority University Secretary	
Effective Date January 1, 2019	**6 History.....16**

Last Reviewed
June 13, 20243 07.8 23 43 07.8 23 43 23 M722



Collective Agreement between the Faculty Association of the University and the Governors of the University in effect at the relevant time.

d) "Advisor" means an individual who will assist the Appellant or the Respondent



4 Procedure

Deadline for Appeal to the University Appeals Committee

4.1 An Appellant must submit an appeal to the University Student Appeals Office on or before 11:59 PM (MT) on the tenth (10th) Business Day after the date of the

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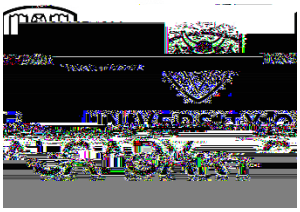
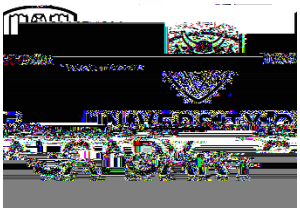


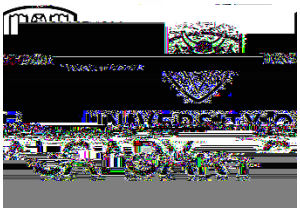
f) indicate whether a written or oral Appeal Hearing is preferred and why, and if a written hearing is preferred, describe how the appeal fits within the requirements set out in Section 4.14;

g) indicate whether the Appellant requires an accommodation or any special consideration regarding their participation in the appeal process and Appeal Hearing, and, if so, what is being requested and why; and

h) include a statement that all evidence and docu (m)4.5 (o)-6.6 (d)13l (o)- (e)-6 ()2.8 9x(wh

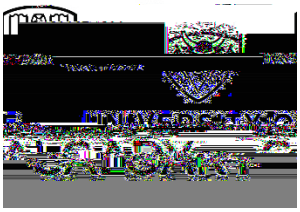


f)



4.17 Challenges may only be made where it is claimed that a panel member has a conflict of interest that may prevent a fair decision being made.

4.18 Challenges must be submitted to the University Student Appeals Office. The University Student Appeals Office will forward any challenge received to the University Appeals Committee panel chair for a decision. However, where a challenge is about the University Appeals Committee panel chair,



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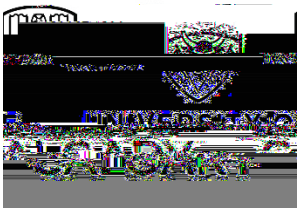
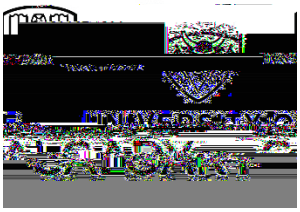


videoconference or through some other electronic means if necessary and if so decided by the panel chair.

4.46 If an Appellant or Respondent do not attend an oral Appeal Hearing at all, the University Appeals Committee panel may choose to proceed with the Appeal Hearing in the abui5.12 624.48 Tm[(d)-0.7 (22 (f)Rt4 (o)-0e.4 (m)7-4 (g5.9 ()-5.9 (h-0.8 (p)-0.7



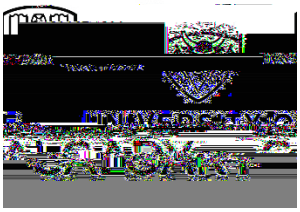
f) information regarding any further appeal.

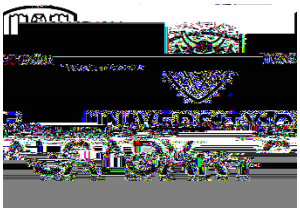
Appeals

4.55 University Appeals Committee panel decisions regarding appeals of Academic Assessments are final and not appealable at the University. All other decisions of the University Appeals Committee panel may be appealed to the University Appeals Tribunal.

Confidentiality, Records and Reporting

4.56 All appeal records will be maintained as confidential records of the University Student Appeals Office as required by applicable law and the University's policies and records retention schedule. Appeal records will only be made available by the Univ





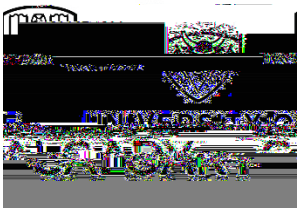
a) the University Appeals Committee is not required to observe strict legal procedures or rules of evidence; and

b) if any procedural matter is not dealt with in this procedure, a constituted panel of the University Appeals Committee may establish an appropriate procedure for the appeal it is hearing.

4.71 The University Appeals Committee will, with the assistance of the University Student Appeal Office, submit an annual report on the nature and number of appeals and decisions to the General Faculties Council.

Composition of the University Appeals Committee

4.72



4.80 Should a member of the University Appeals Committee panel be unable to attend the Appeal Hearing, the University Student Appeals Office will determine a replacement as soon as is reasonably possible so as to minimize any delay.

Term of Office

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