

MEMORANDUM

To: Senate

From: Nick Heath
Secretary, SAB

Subject: Senate Appeals Board (SAB)
Annual Report 1996

Date: March 11, 1997

The Senate Appeals Board met eight times in 1996.

Dates of Meeting in 1996:

January 11, 1996	July 19, 1996
March 1, 1996	September 6, 1996
April 9, 1996	October 25, 1996
June 21, 1996	November 19, 1996

SAB agreed to meet monthly, if there is sufficient business to warrant a meeting.

Membership - 31 December 1996

Chair - Elected by Senate:

Kai-Lee Klymchuk Chair - elected April 1, 1996
(Alternate Student Member January, 1996 - April 1, 1996)

Faculty Members Elected by Senate:

Stephen Steele	Faculty Member elected January, 1996
Martin Hahn	Faculty Member elected January, 1996
Michael Wortis	Alternate Faculty Member elected September, 1996
Lee Hanlan	Alternate Faculty Member elected November, 1996

Student Members Elected by Senate

Harry Nip	Student Member elected January, 1996
Vacant	Student Member
Ken Giffen	Alternate Student Member elected June, 1996
Albert Chan	Alternate Student Member elected November, 1996

Members leaving SAB in 1996

Ralph Jahn	Student Member January 1996 - May, 1996
Tom Hakemi	Student Member June, 1996 - December 1996
Ednoi Boun	Alternate Student Member February, 1996 - May, 1996

General

New late course drop procedures went into effect 1 January 1996, greatly reducing appeals for retroactive and selective retroactive course drop. At the same time, admission and readmission appeals, previously handled by SAB, are now adjudicated by the Committee to Review Undergraduate Admissions.

As a consequence, the meetings were short, unlike the marathon meetings of previous years. Attendance at the Senate Appeals Board meetings in 1996 was good and few difficulties were experienced achieving quorum.

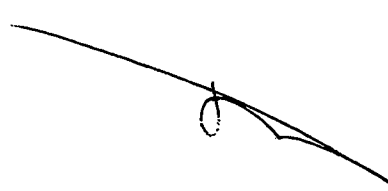
Procedure

Each appeal is first screened by the Senate Appeals Board to determine whether Special Circumstances are present. Once this screen has been passed, all appeals are first heard in written form only (Stage 1) and some of them are resolved at that Stage. If the SAB is unable to give a positive judgment at Stage 1, and if the student has requested an in-person hearing, the case is settled at a personal hearing (Stage 2), usually lasting about 10 minutes.

This process resulted in the following action in 1996:

<i>Appeal Type</i>	<i>Cancelled (no special circumstances)</i>	<i>Resolved at Stage 1</i>	<i>Resolved at Stage 2</i>
<u>Admission</u>	0	0	1
<u>Readmission</u>	0	0	1
<u>Retroactive withdrawal</u>	1	1	5
<u>Selective Retroactive withdrawal</u>	1	0	6
<u>Transfer Credit</u>	0	0	0
<u>Other</u>	1	0	0
Total	3	1	13

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Results of Appeals
January - December 1996
Table 1

Date of Meeting	*11 Jan	1-Mar	9-Apr	21-Jun	19-Jul	6-Sep	25-Oct	29-Nov	Total 1996	Total 1995
Admission	1	0	0	0	0	0	0	0	1	30
Readmission	1	0	0	0	0	0	0	0	1	15
Retroactive Withdrawal	4	0	1	1	1	0	0	0	7	120
Selective Retro W/D	2	2	0	0	0	1	2	2	9	79
Transfer Credit	0	0	0	0	0	0	0	0	0	2
Other	0	0	0	0	0	0	0	0	0	0
Total	8	2	1	1	1	1	2	2	18	246
Decisions Made										
Admission										
Sustain	1	0	0	0	0	0	0	0	1	
Deny	0	0	0	0	0	0	0	0	0	
Defer	0	0	0	0	0	0	0	0	0	
Readmission	0	0	0	0	0	0	0	0	0	
Sustain	1	0	0	0	0	0	0	0	1	
Deny	0	0	0	0	0	0	0	0	0	
Defer	0	0	0	0	0	0	0	0	0	
Retroactive Withdrawal	0	0	0	0	0	0	0	0	0	
Sustain	2	0	1	0	0	0	0	0	3	
Deny	2	0	0	0	1	0	0	0	3	
Defer	0	0	0	1	0	0	0	0	1	
Selective Retro W/D	0	0	0	0	0	0	0	0	0	
Sustain	1	1	0	0	0	1	0	1	4	
Deny	1	0	0	0	0	0	0	1	2	
Defer	0	1	0	0	0	0	2	0	3	
Transfer Credit	0	0	0	0	0	0	0	0	0	
Sustain	0	0	0	0	0	0	0	0	0	
Deny	0	0	0	0	0	0	0	0	0	
Total	8	2	1	1	1	1	2	2	18	

*The appeals considered at the 11 January 1996 SAB meeting were the Stage 2 cases that had first been considered at Stage 1 by the previous SAB on 18 December 1995. Thereafter, Admission and Readmission appeals were considered by CRUA.