




<p>MEMO</p> <p>Office of the Registrar</p> <p>MAILING ADDRESS 3200 MAGGIE BENSTON CENTRE 8888 UNIVERSITY DRIVE Burnaby, BC V5A 1S6 CANADA TEL: 778-782-3108 FAX: 778-782-5732</p>	<p>To: Senate</p> <p>From: Kate Ross, Secretary Senate Appeals Board</p> <p>Subject: Senate Appeals Board Annual Report for 2011</p> <p>Date: March 17, 2012</p>
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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 2011 reviewing a total of 59 appeal cases.



Anne Higgins, Chair, SAB



Kate Ross, Secretary, SAB

Dates of meetings in 2011: January 19, February 24, March 29, May 6, June 6, July 11,
August 30, September 12, November 4, December 6..

Current SAB Membership:

Anne Higgins, Chair
Mary Catherine Karpinski, Faculty Member
Geoffrey Poitras, Alternate Faculty Member
Jeremy Snyder, Alternate Faculty Member
Benjamin Lee, Undergraduate Student Member
Chanel Stevens, Alternate Undergraduate Student Member
Sara Moghaddamjoo, Graduate Student Member
Pasha Tashakor, Alternate Graduate Student Member
Kate Ross, Registrar and Secretary to SAB
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) and some 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 decided at a hearing at which the student or a representative is able to present further evidence and answer questions (Stage 2). Most hearings last about 20 – 30 minutes.

Summary of Appeal Decisions 2011:

	Approved	Denied	Other	Total
Retroactive Withdrawal	9	1	1 tabled	11
Selective Retroactive Withdrawal	30	14	2 cancelled 1 tabled	47
Dissatisfied with university policy		1		1
Total Appeals	39	16	4	59

Summary of Appeals from past years:

	2007 Summary	2008 Summary	2009 Summary	2010 Summary
Appeals Approved	17	25 at Stage 1	21 at Stage 1	28 at Stage 1
Appeals Approved		2 at Stage 2	1 at Stage 2	2 at Stage 2
Appeals Denied	7 at Stage 1	4 at Stage 1	14 at Stage 1	18 at Stage 1
Appeals Denied	2 at Stage 2		1 at Stage 2	1 at Stage 2
Appeals not heard	0	4	3	1
Appeals incomplete	7	6 (tabled to 2009)	0	1
Appeals Cancelled				2
Total appeals	33	41	40	53