University 1 Appeals Committee (‘Appeals Committee’)
Terms of Reference

The University 1 Appeals Committee (referred to throughout as the “Committee”) has the authority to review, consider, and dispose of student appeals of any academic or disciplinary decision made by the Executive Director, Student Engagement and Success. This Terms of Reference should be cross-referenced to the University 1 Appeals Committee Procedures.

The Committee shall:

a) establish Panels to hear appeals as set out in the cross referenced Procedures;

b) review these Terms of Reference and related Procedures periodically and, if necessary, recommend changes.

A Panel of the Committee shall:

a) Constitute a Hearing Panel for each disciplinary appeal.

b) Constitute a Hearing Panel for each academic appeal where it is determined that at least one of the following apply:

   i. failure of the Executive Director, Student Engagement and Success to follow procedures

   ii. failure of the Executive Director, Student Engagement and Success to follow the rules of natural justice

Membership

There shall be eight (8) voting and one (1) non-voting members of the University 1 Appeals Committee. The members shall be represented as follows:

a) One (1) member elected from the membership as Chair for a one (1) year term

b) Four (4) members appointed from the Associate Deans (Undergraduate)

c) One (1) member appointed from the academic staff of Student Affairs

d) Three (3) student members appointed by the University 1 Student Council; and

e) The University 1 First Year Centre Coordinator (ex-officio) as a non-voting, convening, and recording secretary.