

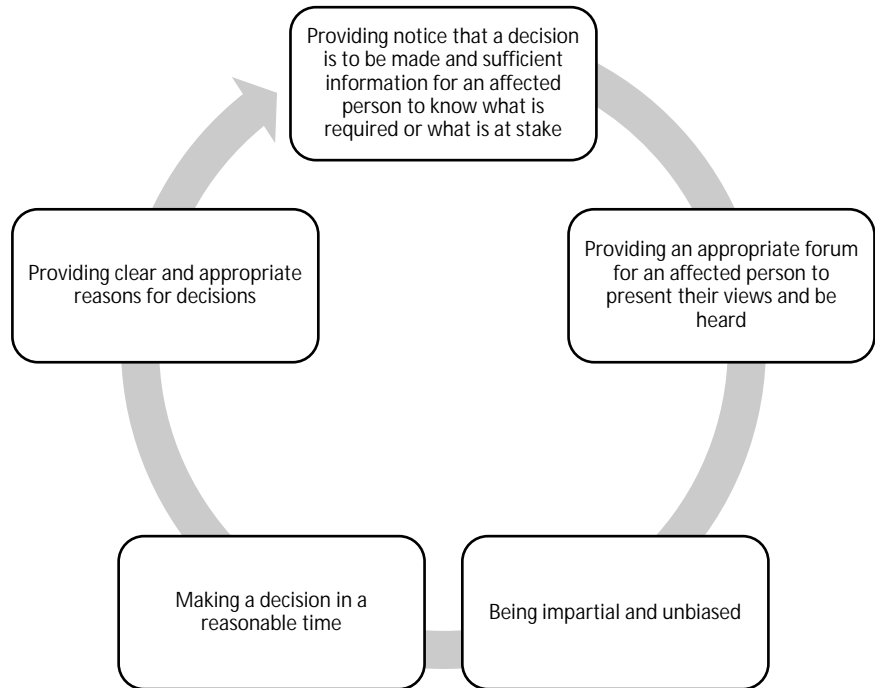
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- 1.5 The term "Appellant" means a Student who appeals an Academic Assessment or Graded Term Work decision about themselves.
- 1.6 The term "Business Days" means days that the University is open for business, excluding weekends and holiday closures.
- 1.7 The term "Dean" refers to the Dean of the Schulich School of Engineering or their delegate.
- 1.8 The term "Faculty Appeals Committee" means the Faculty Appeals Committee of the Schulich School of Engineering having the authority set out in these procedures.
- 1.9 The term "Graded Term Work" refers to graded term work as described in Section I.2 of the [academic regulations](#) of the University Calendar.
- 1.10 The term "Reasonable Apprehension of Bias" generally means that a reasonable and informed person, viewing the matter realistically and practically, would think that it is more likely than not that a decision maker was biased in respect of the decision under appeal.
- 1.11 The term "Respondent" means a person who responds to the appeal. This may or may not be the person who made the decision under appeal.
- 1.12 The term "Student" means an individual who is registered in a course in the Schulich School of Engineering at the time the decision under appeal occurred.
- 1.13 The term "Student Academic Misconduct" means plagiarism, cheating or other academic misconduct as defined in the [Student Academic Misconduct Policy](#) of the University Calendar or in any University policy that defines student academic misconduct.
- 1.14 The term "Student Non Academic Misconduct" means conduct that is prohibited as outlined in [Appendix 1: Pj7T11Tf1.7760TD0Tc@003Fj7TTf3.961703Fj7T41Tf0sion1:](#)



2 Procedural Fairness: Necessary for Decisions



3 Appellant Responsibilities and Grounds of Appeal

- 3.1 A student may appeal an Academic Assessment or Graded Term Work decision on only the following grounds:
- that a procedural irregularity occurred in making the Academic Assessment decision or Graded Term Work decision (including a deviation from a course outline or communicated performance expectation, or where a grade was not updated); or
 - that an Academic Assessment or Graded Term Work decision was determined on some basis other than performance, which may include allegations of a reasonable apprehension of bias.
- 3.2 The following are not recognized as grounds for appeal by the Faculty Appeals Committee, and will result in an appeal being rejected:
- ignorance of University or Schulich School of Engineering policies, regulations, procedures, or the contents of a course outline;
 - mere dissatisfaction or disagreement with a reappraisal, the Graded Term Work decision, the Academic Assessment decision, the course outline, or performance expectations;
 - achievement in other course work or programs;
 - extenuating circumstances; or
 - the numerical calculation being close to the next highest letter grade.



3.3 Appellants



7 Hearing Process

- 7.1 The Chair of the Faculty Appeals Committee will conduct an oral hearing in the manner that they consider fair and reasonable.
- 7.2 Generally, at the commencement of an oral hearing, the Chair of the Faculty Appeals Panel will:
 - a) introduce everyone participating in the hearing, provide an overview of the



- 10.4 A decision made by the Chair in accordance with this procedure is final and not appealable at the University.
- 10.5 The Faculty Appeals Committee has the jurisdiction to hear and decide appeals of Academic Assessments and Graded Term Work.
- 10.6 The Faculty Appeals Committee does not have jurisdiction to hear appeals regarding decisions related to:
 - a) Student Academic Misconduct;
 - b) Student Non academic Misconduct;
 - c) Academic Progression



11.3 Engineering Faculty members will normally serve for a two year term commencing July 1,