UNIVERSITY OF SASKATCHEWAN

NOTICE OF MOTION

Committee Name: Governance Committee, University Council
Date: October 22, 2026
Presented by: Paul Jones, Chair, Governance Committee

Subject: Roster of Faculty and Students for Appeal Panels

MOTION

It is recommended by the Governance Committee that a roster of faculty members and a roster of students be created to hear university-level appeals through changes to the *Council Bylaws and Regulations*, the *Regulations on Student Academic Misconduct*, and the *Procedures for Student Appeals in Academic Matters,* as described in this report, effective July 1, 2027.

SUMMARY

This report proposes changes to how faculty members and students are selected to serve on university-level appeal boards. This proposal creates new rosters of faculty members and students specifically for appeal hearings. These rosters would replace the current system, in which appeal board members are selected from those elected to University Council.

CONTEXT AND BACKGROUND

This issue of potential changes to populating appeals panels has been contemplated by the Governance Committee four times over the past year (in March, April, September, and again in October). This started with a discussion paper, then turned to a report on options, and culminated with discussions of specific wording changes.

Currently, the roster from which faculty members are chosen to sit on appeal boards is composed of those elected to serve on University Council. The roster from which student members of appeal boards are chosen is also those students elected to serve on University Council, with some allowances made in case of the inability of those members.

The *Council Bylaws and Regulations* state: "All Council members, other than ex officio members [that is, the President and the Provost], are also members of the student academic hearing and appeals committee, from which representatives for student disciplinary and appeal boards are selected. Members may decline to serve on a board when asked" (Part 1, section 3, clause 4(f)). The *Regulations on Student Academic Misconduct* further state that "The appeal board … will be composed of three members of Council, one of whom is a student (or, in the case of the unavailability of a student Council member, a student appointed by the USSU or GSA Executive to hear the case" (and similar provisions for allowances on the student member made in the *Procedures for Student Appeals in Academic Matters*.

Issues with Current Approach

The current approach faces numerous drawbacks, summarized as follows:

1) It is not well-known or advertised that serving on appeal panels is part of the duty of a Council member. This concern is particularly true for student members of Council – first they are elected to University Students' Council (or to a particular executive position in the case with the GSA), then they find out they may be a member of University Council, and then they find out that one of the

responsibilities is serving on appeal panels – and student participation on these matters is statutorily required by the *University Act*.

2) While related, the skillset and desire to be a part of University Council is distinct from that of being an appeal board member.
3) There is no formal training requirement for members to serve on appeal boards.
4) Because of the larger pool of potential people to serve on an appeal panel, there is not a great deal of knowledge continuity, and oftentimes the process is new to all participants (except the support provided by the Governance Office).
5) It can be an intimidating prospect of being the final arbiter on these matters, especially when there is no institutional continuity or formal training as described above.

Proposed Changes

Currently, the roster from which members of appeal boards can be chosen does not allow for a great deal of consistency and many Council members (both students and faculty) are either not aware that serving in this capacity is part of their responsibilities or do not want to serve in this capacity. Additionally, given the complexity, the impacts, and the emotionally charged nature of these appeals, having individuals who want and are prepared to serve in this capacity is necessary.

The specifics of what documents need to changed is detailed in the subsequent section, with the particular wording outlined in the attachments to this report.

In general, the proposed changes are to establish a roster as follows:

- 15 faculty members as selected by Council.
  - Faculty members may or may not be members of Council, but must be members of the General Academic Assembly.
  - Terms on the roster will be three years, similar to that of Council committees.
  - Terms can be renewed indefinitely. This is not in line with current practices for Council committees, but is in line with both a) membership on Council and b) membership on the Appeals Panel, a roster of 48 faculty members populated by Council as per the collective agreement with the faculty association.
- 12 student members, 9 selected by the USSU and 3 selected by the GSA.
  - Student members may or may not be members of Council.
  - Terms on the roster would be for as long as desirable for the USSU and GSA executives, so long as members maintain status as students.
  - If the USSU and GSA fail to provide students, student members of the roster can be appointed by Council (such a provision would only occur in exceptional circumstances, but given that a student member of an appeal panel is statutorily required, such an emergency provision is recommended).
- Require training for all members of the roster prior to hearing an appeal.
  - During discussions this lack of training for appeal board members was a major concern of the Governance Committee – members need to be engaged, willing to participate, and able to navigate the complex and contentious cases.

It is difficult at this stage to predict the ideal size of the appeals rosters for faculty and students. There is a need to balance two competing needs – on one hand, to better have consistency across appeals and to have a group of individuals who are trained and well-equipped to deal with these matters, and on the other hand a desire to not overburden a group of people or cause burnout. It is anticipated that the specific numbers chosen here (that is, 15 faculty members and 12 students) will be the subject of future reporting to the Governance Committee, and perhaps the sizes chosen at this point will need to shift in the future.

Implementation

To implement these changes, the following documents require amendments: *Council Bylaws and Regulations*, the *Regulations on Student Academic Misconduct*, and the *Procedures for Student Appeals in Academic Matters*. The specific wording of these revisions are found in Attachments 1-3, respectively.

Note: The *Regulations and Procedures for Resolution of Complaints and Appeals*, a document passed by and under the authority of Senate, will also require modest changes as both hearing boards and appeal boards composed under these regulations have "a member of the University Council, and appointed by Council for this purpose" (Part IV, section 5, clause (b)(iii) and Part IV, section 7, clause (d)(ii)). It is not anticipated that changing this to read "a member selected from a roster appointed by University Council for this purpose" will be at all contentious, but it is noted here as a necessary change.

ATTACHMENTS

1) *Council Bylaws and Regulations* – Revised
2) *Regulations on Student Academic Misconduct* – Revised
3) *Procedures for Student Appeals in Academic Matters* – Revised

Attachment 1: *Council Bylaws and Regulations* – Revisions

Note: The changes to the *Council Bylaws and Regulations* to bring about these changes would require two changes:

1) Delete reference to the current process for selecting people to serve on student academic hearings and appeals.
2) Add terms of reference for new Student Hearing and Appeals Roster.

Change 1
Part 1, Section III, Clause 4(f)

Current:
"All Council members, other than ex officio members, are also members of the student academic hearing and appeals committee, from which representatives for student disciplinary and appeal boards are selected. Members may decline to serve on a board when asked."

Changes:
Delete clause.

Change 2
Part 2, Section XI

Current:
Does not exist.

Changes:
Insert the following:

XI. STUDENT HEARINGS AND APPEAL ROSTER

Membership
Fifteen members of the General Academic Assembly.
Nine undergraduate students appointed by the USSU.*
Three graduate students appointed by the GSA.*

*In the case that either the USSU or the GSA does not fill these spots, the student members can be appointed by University Council.

Roster and Panel Coordination
Governance Office

Members of the Student Hearings and Appeals Roster are responsible for:

1) Serving on university-level appeal boards that hear appeals from students and former students regarding decisions affecting their academic standing.

2) Serving on appeal boards that hear appeals related to the findings or sanctions of a hearing board regarding academic misconduct by students.

3) Serving on hearing boards and appeal boards for matters involving alleged non-academic misconduct.

4) Participating in training and development related to appeals, procedural fairness, and other relevant topics.

Note:

(a) Faculty and student members of the roster may or may not be members of Council.

(b) Terms on the roster for faculty members are three years and can be renewed indefinitely at the will of Council.

(c) Terms on the roster for student members are for as long as desired by the USSU or GSA, whichever the case may be, so long as the member maintains being a student.

(d) The student members of the roster do not serve on hearings or appeals relating to non-academic misconduct, as the student members of these hearing or appeal boards are comprised of the student members of Senate.

Attachment 2: *Regulations on Student Academic Misconduct* – Revisions

Section IX, Clause 4

Current:
The appeal board will be constituted within a reasonable time frame and will be composed of three members of Council, one of whom is a student (or, in the case of the unavailability of a student Council member, a student appointed by the USSU or GSA Executive to hear the case). Where the case involves a graduate student, the faculty members on the board should be members of the graduate faculty. One faculty member of the appeal board shall be named chair. The members of the board shall be chosen from the student academic hearing and appeals committee, which comprises all Council members other than ex officio members. The University Secretary or designate will support to the appeal board. With the exception of the Secretary, individuals appointed to serve on an appeal board shall exclude anyone who was involved in the original hearing of the case.

Changes:
The appeal board will be constituted within a reasonable time frame and will be composed of three members**. Two members shall be selected from the Student Hearing and Appeals Roster appointed by** ~~of~~ Council**. One member will be a student selected from the roster of students appointed for this purpose by the USSU or GSA.** ~~one of whom is a student (or, in the case of the unavailability of a student Council member, a student appointed by the USSU or GSA Executive to hear the case).~~ Where the case involves a graduate student, the faculty members on the board should be members of the graduate faculty. One faculty member of the appeal board shall be named chair. ~~The members of the board shall be chosen from the student academic hearing and appeals committee, which comprises all Council members other than ex officio members.~~ The University Secretary or designate will support to the appeal board. With the exception of the Secretary, individuals appointed to serve on an appeal board shall exclude anyone who was involved in the original hearing of the case.

Clean:
The appeal board will be constituted within a reasonable time frame and will be composed of three members. Two members shall be selected from the Student Hearing and Appeals Roster appointed by Council. One member will be a student selected from the roster of students appointed for this purpose by the USSU or GSA. Where the case involves a graduate student, the faculty members on the board should be members of the graduate faculty. One faculty member of the appeal board shall be named chair. The University Secretary or designate will support to the appeal board. With the exception of the Secretary, individuals appointed to serve on an appeal board shall exclude anyone who was involved in the original hearing of the case.

Attachment 3: *Procedures for Student Appeals in Academic Matters* – Revisions

Section V, Part B, Clause 3(a)

Current:
Upon receipt of a notice of appeal, the university secretary shall constitute an appeal board to be composed of three members of Council, one of whom is a student (or, in the case of the unavailability of a student Council member, a student appointed by the USSU or GSA Executive to hear the case). When the case involves a graduate student, the faculty members of the appeal board should be members of the graduate faculty. One faculty member of the appeal board shall be named chair. The members of the board shall be chosen from the student academic hearing and appeals committee, which comprises all Council members other than ex officio members. The university secretary or designate will act as secretary to the appeal board. With the exception of the secretary, individuals appointed to serve on an appeal board shall exclude anyone who was involved in the original hearing of the case.

Changes:
Upon receipt of a notice of appeal, the university secretary shall constitute an appeal board to be composed of three members**. Two members shall be selected from the Student Hearing and Appeals Roster appointed by** ~~of~~ Council**. One member will be a student selected from the roster of students appointed for this purpose by the USSU or GSA.** ~~one of whom is a student (or, in the case of the unavailability of a student Council member, a student appointed by the USSU or GSA Executive to hear the case).~~ When the case involves a graduate student, the faculty members of the appeal board should be members of the graduate faculty. One faculty member of the appeal board shall be named chair. ~~The members of the board shall be chosen from the student academic hearing and appeals committee, which comprises all Council members other than ex officio members.~~ The university secretary or designate will act as secretary to the appeal board. With the exception of the secretary, individuals appointed to serve on an appeal board shall exclude anyone who was involved in the original hearing of the case.

Clean:
Upon receipt of a notice of appeal, the university secretary shall constitute an appeal board to be composed of three members. Two members shall be selected from the Student Hearing and Appeals Roster appointed by Council. One member will be a student selected from the roster of students appointed for this purpose by the USSU or GSA. When the case involves a graduate student, the faculty members of the appeal board should be members of the graduate faculty. One faculty member of the appeal board shall be named chair. The university secretary or designate will act as secretary to the appeal board. With the exception of the secretary, individuals appointed to serve on an appeal board shall exclude anyone who was involved in the original hearing of the case.