

The following Motions and Documents were considered by the GFC Campus Law Review Committee at its November 22, 2012 meeting:

Agenda Title: **Changing the Definition of “Dean” in the Code of Student Behaviour – Proposal from the Faculty of Graduate Studies and Research (FGSR)**

APPROVED MOTION: THAT the GFC Campus Law Review Committee approve, under delegated authority from General Faculties Council, the proposed change to the Code of Student Behaviour (Section 30.2.12 - Definition of ‘Dean’), as submitted by the decanal team for the Faculty of Graduate Studies and Research (FGSR) and as set forth in Attachment 1, as amended, to take effect December 17, 2012.

Final Amended Item: 4

Agenda Title: **Proposed Editorial Changes to the Code of Applicant Behaviour (Section 11.8), Code of Student Behaviour (Section 30.2), and the Practicum Intervention Policy (Definitions)**

APPROVED MOTION: THAT the GFC Campus Law Review Committee approve, under delegated authority from General Faculties Council, proposed changes to the Code of Applicant Behaviour (Section 11.8.3 (Definitions)); Code of Student Behaviour (Section 30.2 (General Definitions)); and the Practicum Intervention Policy ‘Definitions’), as submitted by the Appeals and Compliance Officer and as set forth in Attachment 1, to take effect December 17, 2012.

Final Item: 5

Agenda Title: **Proposed ‘Housekeeping’ Changes to the Code of Student Behaviour (Section 30.6) and the Practicum Intervention Policy (Section 87.9)**

APPROVED MOTION: THAT the GFC Campus Law Review Committee recommend to the GFC Executive Committee proposed changes to the Code of Student Behaviour (Section 30.6.1 (Initiation of an Appeal)), (Section 30.6.2 (Terms of Reference and Powers)), and (Section 30.6.5 (Procedures at the UAB Hearing)) and to the Practicum Intervention Policy (Section 87.9 (Procedures at the GFC PRB Hearing)), as set forth in Attachments 1 and 2, to take effect December 17, 2012.

Final Recommended Item: 6

OUTLINE OF ISSUE

Agenda Title: **Changing the Definition of “Dean” in the Code of Student Behaviour – Proposal from the Faculty of Graduate Studies and Research (FGSR)**

Motion: THAT the GFC Campus Law Review Committee approve, under delegated authority from General Faculties Council, the proposed change to the Code of Student Behaviour (Section 30.2.12 - Definition of ‘Dean’), as submitted by the decanal team for the Faculty of Graduate Studies and Research (FGSR) and as set forth in Attachment 1, as amended, to take effect December 17, 2012.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation <input type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	Joanna Harrington, Associate Dean, Faculty of Graduate Studies and Research (FGSR)
Presenter	Joanna Harrington, Associate Dean, FGSR
Subject	A proposed change to the definition of “Dean” in the Code of Student Behaviour to enable Faculties with course-based master’s degree programs to handle complaints of inappropriate academic behaviour in all courses, including the capping exercise. At present, these Faculties handle all such complaints <u>but</u> for those arising in a capping exercise.

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	To allow Faculties to handle complaints of inappropriate academic behaviour under the Code of Student Behaviour that arise in a capping exercise for a course-based master’s degree program. These Faculties already handle complaints of inappropriate academic behaviour that arise in all other courses for a course-based master’s degree program.
The Impact of the Proposal is	To reduce confusion for professors, students, staff and administrators.
Replaces/Revises (eg, policies, resolutions)	The proposal revises Section 30.2.12 of the Code of Student Behaviour concerning the definition of ‘Dean’.
Timeline/Implementation Date	December 17, 2012.
Estimated Cost	N/A
Sources of Funding	N/A
Notes	N/A

Alignment/Compliance

Alignment with Guiding Documents	<i>Dare to Discover</i> Values: To provide an intellectually superior educational environment; integrity, fairness, and principles of ethical conduct built on the foundation of academic freedom, open inquiry, and the pursuit of truth.
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)	<ol style="list-style-type: none"> Post-Secondary Learning Act (PSLA): The <i>Post-Secondary Learning Act (PSLA)</i> gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs (Section 26(1)) and over academic affairs (Section 31), including authority concerning student discipline. GFC Campus Law Review Committee (CLRC) Terms of Reference–Section 1 (Authority): “GFC has thus established a Campus Law Review Committee (GFC CLRC)” GFC Campus Law Review Committee (CLRC) Terms of

	<p>Reference–Section 3(a) (<i>Mandate of the Committee–Code of Student Behavior</i>): “1. To review, from time to time, the Code of Student Behavior and student discipline procedures. 2. On delegated authority from GFC, to approve all editorial amendments to the Code of Student Behaviour except editorial amendments to Section 30.6. 3. Amendments to the Code of Student Behaviour deemed substantive by CLRC are forwarded to the GFC Executive Committee, which will decide whether or not it can act on behalf of GFC. (See <i>Amendment of the Code</i>, Section 30.7 of the GFC Policy Manual (Code of Student Behaviour).)”</p> <p>4. Code of Student Behaviour, <u>Amendment of the Code</u>–Section 30.7: [“] 30.7.1 <u>Legislative Authority</u> General Faculties Council (GFC) and the Board of Governors may amend the Code in exercise of the authority vested in them by Section 31 of the <i>Post-Secondary Learning Act</i>. (CLRC 25 SEP 2003) (CLRC 29 OCT 2004 e-mail vote)</p> <p>30.7.2 <u>Editorial Amendments</u> 30.7.2(1) The Campus Law Review Committee (CLRC) decides which amendments are editorial. (CLRC 29 OCT 2004 e-mail vote) 30.7.2(2) On delegated authority from GFC, all editorial amendments will be approved by the Campus Law Review Committee (CLRC) except editorial amendments to Section 30.6. (CLRC 29 OCT 2004 e-mail vote) 30.7.2(3) All amendments to Section 30.6 will be forwarded to the GFC Executive Committee for approval. (CLRC 29 OCT 2004 e-mail vote)</p> <p>30.7.3 <u>Substantive Amendments</u> 30.7.3(1) Amendments to the Code deemed substantive by CLRC are forwarded to the GFC Executive Committee, which will decide whether or not it can act on behalf of GFC.(CLRC 29 OCT 2004 e-mail vote) 30.7.3(2) Only substantive changes to Section 30.6 proceed to the [Board Learning and Discovery Committee], which will decide whether or not it can act on behalf of the Board of Governors. (BEAC 11 JUNE 2004) 30.7.3(3) The Secretary to GFC must notify Students’ Union and the Graduate Students’ Association of all substantive changes to the Code (including Section 30.6) 15 Working Days before those changes are considered by GFC. The Students’ Union and the Graduate Students’ Association will be invited to contact their members so that the Students can access the changes on the World Wide Web via University Governance’s home page.”</p>
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Routing (Include meeting dates)

<p>Consultative Route (parties who have seen the proposal and in what capacity)</p>	<p>Consultations have taken place between the Provost and Vice-President (Academic) and Deans concerning FGSR, with the Provost and Vice-President (Academic) Meeting with FGSR (October 4, 2012);</p>
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FINAL Item No. 4

	Graduate Students' Association (November 1, 2012)
Approval Route (Governance) (including meeting dates)	GFC Campus Law Review Committee (November 22, 2012) – for final approval
Final Approver	GFC Campus Law Review Committee

Attachments:

1. Attachment 1 (page 1) – Handling Complaints of Inappropriate Academic Behaviour in Capping Exercises

Prepared by: Joanna Harrington, Associate Dean, Faculty of Graduate Studies and Research,
jharrington.fgsr@ualberta.ca

Handling Complaints of Inappropriate Academic Behaviour in Capping Exercises

It has been our experience that confusion often arises with respect to the question of who, under the Code of Student Behaviour, handles a complaint of inappropriate academic behaviour (such as an allegation of plagiarism) in relation to a capping exercise in a course-based master's degree program. At present, when a complaint of inappropriate academic behaviour arises with respect to a course, including a graduate-level course, the Faculty that delivers the course handles the complaint of misconduct. However, when the alleged inappropriate academic behaviour arises in the final course (or capping exercise) for a course-based master's degree program, the complaint must go to the Dean of FGSR. We have found that this rule creates confusion for professors and graduate students alike.

We can also find no reason for causing this confusion as there is no doubt that the Deans (and delegates) of the Faculties that offer the course-based master's degree programs are as able, as equipped, and as experienced, as the Dean of FGSR to investigate a complaint of inappropriate academic behaviour arising in a capping exercise in a master's degree program. These Faculties already handle such complaints in relation to papers written and projects undertaken in other courses within the master's degree program. The capping exercise is another course that the student takes to round off, or cap, the master's degree program, but under the current rules, the Faculty offering that final course is not permitted to handle any complaints of inappropriate academic behaviour that may arise.

The change being proposed will permit the Faculties of Agricultural, Life and Environmental Sciences, Education, Engineering, Nursing, and Rehabilitation Medicine, for example, to handle complaints of inappropriate academic behaviour arising in the independent research papers and final projects that serve as the capping exercises for the course-based MAg, MEd, MEng, MN and MSc degrees offered by these Faculties. It would also enable Faculties, such as the Faculty of Law, to handle complaints of inappropriate academic behaviour arising in the major paper that caps, or concludes, the course-based LLM degree program. There are other examples, including several course-based MA programs in the Faculty of Arts, as well as the course-based MPH degree program in the School of Public Health.

The proposed change does not alter the process for handling complaints, nor does it alter any of the existing safeguards for the students concerned. The change that is proposed is as follows:

Current Definition of Dean	Proposed Definition of Dean
<p>30.2.12 Dean. In cases in which there is an allegation of Inappropriate Academic Behaviour [30.3.2] in a course, "Dean" shall be interpreted as the Dean (or delegate) of the Faculty that offers the course in which that Student is alleged to have committed an Inappropriate Academic Behaviour offence. In all other cases, including but not limited to offences related to programs of study, graduation, or graduate Student theses or capping exercises, "Dean" shall be interpreted as the Dean (or delegate) of the Faculty in which the Student is enrolled. ...</p>	<p>30.2.12 Dean. In cases in which there is an allegation of Inappropriate Academic Behaviour [30.3.2] in a course, "Dean" shall be interpreted as the Dean (or delegate) of the Faculty that offers the course in which that Student is alleged to have committed an Inappropriate Academic Behaviour offence, <u>including a course designated as a capping exercise in a course-based master's degree program.</u> In all other cases, including but not limited to offences related to programs of study, graduation, or graduate Student theses [or capping exercises], "Dean" shall be interpreted as the Dean (or delegate) of the Faculty in which the Student is enrolled. ...</p>

OUTLINE OF ISSUE

Agenda Title: **Proposed Editorial Changes to the Code of Applicant Behaviour (Section 11.8), Code of Student Behaviour (Section 30.2), and the Practicum Intervention Policy (Definitions)**

Motion: THAT the GFC Campus Law Review Committee approve, under delegated authority from General Faculties Council, proposed changes to the Code of Applicant Behaviour (Section 11.8.3 (Definitions)); Code of Student Behaviour (Section 30.2 (General Definitions)); and the Practicum Intervention Policy ('Definitions'), as submitted by the Appeals and Compliance Officer and as set forth in Attachment 1, to take effect December 17, 2012.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation <input type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	Michael Peterson, Appeals and Compliance Officer
Presenter	Michael Peterson, Appeals and Compliance Officer
Subject	Proposed Revisions to the Code of Applicant Behaviour, Code of Student Behaviour, and Practicum Intervention Policy, as submitted by the Appeals and Compliance Officer (University Governance)

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	The title of Appeals Coordinator was changed prior to the incumbent being hired into the position as the Appeals and Compliance Officer. To avoid potential confusion, the definition of Appeals Coordinator is being updated to connect the title with the role.
The Impact of the Proposal is	To avoid potential confusion, the definition of Appeals Coordinator is being updated to connect the title with the role.
Replaces/Revises (eg, policies, resolutions)	Will revise the current Code of Student Behaviour, the Code of Applicant Behaviour, and the Practicum Intervention Policy.
Timeline/Implementation Date	December 17, 2012.
Estimated Cost	N/A
Sources of Funding	N/A
Notes	<p>At the January 29, 2009 meeting of the GFC Campus Law Review Committee (CLRC), the then-Appeals Coordinator suggested "the creation of a working group to formally review potential changes to the Code of Student Behaviour and the Academic Appeals Policy (including changes to the Practicum Intervention Policy and the Code of Applicant Behaviour). A need was identified by the Appeals Coordinator to establish a working group consisting of affected stakeholders who would make recommendations concerning policy matters and action matters. The overarching purpose of the Working Group would be to: (1) review the Code of Student Behaviour and determine if changes outlined are necessary; if so determined, and to draft policy changes for consideration.</p> <p>This item was discussed by the Appeals Regulations Group (ARG) on November 8, 2012.</p>

Alignment/Compliance

Alignment with Guiding Documents	<i>Dare to Discover</i> – Value 3: "Integrity, fairness, and principles of ethical conduct built on the foundation of academic freedom, open inquiry, and the pursuit of truth."
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<p>Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)</p>	<ol style="list-style-type: none"> 1. Post-Secondary Learning Act (PSLA): The <i>Post-Secondary Learning Act (PSLA)</i> gives GFC responsibility as well, subject to the authority of the Board of Governors, over student affairs (Section 31), including authority concerning student discipline. 2. GFC Campus Law Review Committee (CLRC) Terms of Reference–Section 1 (Authority): “GFC has thus established a Campus Law Review Committee (GFC CLRC) [...]” 3. GFC Campus Law Review Committee (CLRC) Terms of Reference–Section 3(a) (Mandate of the Committee–Code of Student Behavior) and 3(c) (Mandate of the Committee–Practicum Intervention Policy): <ol style="list-style-type: none"> A. Code of Student Behavior <p>“1. To review, from time to time, the Code of Student Behavior and student discipline procedures.</p> <p>2. On delegated authority from GFC, to approve all editorial amendments to the Code of Student Behaviour except editorial amendments to Section 30.6.</p> B. Code of Applicant Behavior <p>1. To review, from time to time, the Code of Applicant Behaviour.</p> <p>2. On delegated authority from GFC, to approve all editorial amendments to the Code of Applicant Behaviour except editorial amendments to Section 11.8.8. (EXEC 02 MAY 2005)</p> <p>3. Amendments to the Code of Applicant Behaviour deemed substantive by CLRC are forwarded to the GFC Executive Committee, which will decide whether or not it can act on behalf of GFC. (See <i>Amendment of the Code of Applicant Behaviour</i>, Section 11.8.9 of the GFC Policy Manual.)</p> C. Practicum Intervention Policy <p>1. To review, from time to time, the Practicum Intervention Policy</p> <p>2. On delegated authority from GFC, to approve all editorial amendments to the Practicum Intervention Policy as noted in Section 87.14.”</p> 4. Code of Student Behaviour, <u>Amendment of the Code</u>–Section 30.7: <ol style="list-style-type: none"> “30.7.1 Legislative Authority General Faculties Council (GFC) and the Board of Governors may amend the Code in exercise of the authority vested in them by Section 31 of the <i>Post-Secondary Learning Act</i>. (CLRC 25 SEP 2003) (CLRC 29 OCT 2004 e-mail vote) 30.7.2 Editorial Amendments <ol style="list-style-type: none"> 30.7.2(1) The Campus Law Review Committee (CLRC) decides which amendments are editorial. (CLRC 29 OCT 2004 e-mail vote) 30.7.2(2) On delegated authority from GFC, all editorial amendments will be approved by the Campus Law Review Committee (CLRC) except editorial amendments to Section 30.6. (CLRC 29 OCT 2004
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	<p>e-mail vote)”</p> <p>5. Practicum Intervention Policy, Amendment of the Practicum Intervention Policy, Section 87.14: “[...]”</p> <p>b. Editorial Amendments</p> <p>i) The GFC Campus Law Review Committee (CLRC) decides which amendments are editorial. (EXEC 02 MAY 2005)</p> <p>ii) On delegated authority from General Faculties Council, all editorial amendments will be approved by the GFC Campus Law Review Committee (CLRC) except editorial amendments to Section 87.5 through 87.10. (EXEC 02 MAY 2005)”</p> <p>6. Code of Applicant Behaviour, Section 11.9.10.2:</p> <p>“Editorial Amendments</p> <p>11.8.10.2(1) The Campus Law Review Committee (CLRC) decides which amendments are editorial. (CLRC 25 NOV 2004)</p> <p>11.8.10.2(2) On delegated authority from GFC, all editorial amendments will be approved by the Campus Law Review Committee (CLRC) except editorial amendments to Section 11.8.9)”</p>
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Routing (Include meeting dates)

Consultative Route (parties who have seen the proposal and in what capacity)	Meeting with Members of the Appeal Regulation Group – November 8, 2012. Current members include: Janice Causgrove Dunn, Faculty of Physical Education and Recreation; Dustin Chelen, Students’ Union; Brent Epperson, Graduate Students’ Association; Marc Johnson, Student OmbudService; Jayson MacLean, Student OmbudService; Michael Peterson, University Governance; Ada Schmude, Office of the Registrar; Natalie Sharpe, Student OmbudService; Iva Spence, University Governance
Approval Route (Governance) (including meeting dates)	GFC Campus Law Review Committee (November 22, 2012) – for final approval
Final Approver	GFC Campus Law Review Committee

Attachments:

- Attachment 1 (pages 1 – 2): Proposed Changes to the Code of Applicant Behaviour, Code of Student Behaviour and the Practicum Intervention Policy (Comparative Table Format)

Prepared by: Iva Spence, University Governance, iva.spence@ualberta.ca

Extracted from the Code of Applicant Behaviour, dated May 24, 2012

<i>Strikethrough text indicates that either information is being deleted or changed.</i>	<i>Underlined text indicates information is either being added or changed.</i>	<i>Reason for Change</i>	<i>Corresponding Number on the Chart of Changes</i>
<p>11.8.3 Definitions</p> <p>[...]</p> <p>11.8.3.3 Appeals Coordinator. The person or delegate responsible for administration of the University Appeal Board. The Appeals Coordinator is appointed by and reports to the Director of General Faculties Council Services and Secretary to GFC.</p>	<p>11.8.3 Definitions</p> <p>[...]</p> <p>11.8.3.3 Appeals Coordinator. The person or delegate responsible for administration of the University Appeal Board <u>and related Student discipline procedures.</u> The <u>role of Appeals Coordinator is carried out by the Appeals and Compliance Officer, a position</u> appointed by and reporting to the Head (or delegate) of University Governance.</p>	<p>The title of Appeals Coordinator was changed prior to the incumbent being hired into the position. To avoid potential confusion, the definition of Appeals Coordinator is being updated to connect the title with the role.</p>	26.

Extracted from the Code of Student Behaviour, dated June 15, 2012

<i>Strikethrough text indicates that either information is being deleted or changed.</i>	<i>Underlined text indicates information is either being added or changed.</i>	<i>Reason for Change</i>	<i>Corresponding Number on the Chart of Changes</i>
<p>30.2.6 Appeals Coordinator</p> <p>The person or delegate responsible for administration of the University Appeal Board and related Student discipline procedures. The Appeals Coordinator is appointed by and reports to the Head (or delegate) of University Governance.</p>	<p>30.2.6 Appeals Coordinator</p> <p>The person or delegate responsible for administration of the University Appeal Board and related Student discipline procedures. The <u>role of Appeals Coordinator is carried out by the Appeals and Compliance Officer, a position</u> appointed by and reporting to the Head (or delegate) of University Governance.</p>	<p>The title of Appeals Coordinator was changed prior to the incumbent being hired into the position. To avoid potential confusion, the definition of Appeals Coordinator is being updated to connect the title with the role.</p>	16.

Extracted from the Practicum Intervention Policy, dated June 15, 2012

<i>Strikethrough text indicates that either information is being deleted or changed.</i>	<i>Underlined text indicates information is either being added or changed.</i>	<i>Reason for Change</i>	<i>Corresponding Number on the Chart of Changes</i>
<p>DEFINITIONS</p> <p>Appeals Co-ordinator” The person or delegate responsible for administration of the GFC Practice Review Board and related appeal procedures.</p>	<p>DEFINITIONS</p> <p>Appeals Coordinator” The person or delegate responsible for administration of the GFC Practice Review Board and related appeal procedures. <u>The role of Appeals Coordinator is carried out by the Appeals and Compliance Officer, a position appointed by and reporting to the Head (or delegate) of University Governance.</u></p>	<p>The title of Appeals Coordinator was changed prior to the incumbent being hired into the position. To avoid potential confusion, the definition of Appeals Coordinator is being updated to connect the title with the role.</p>	<p>24.</p>

OUTLINE OF ISSUE

Agenda Title: **Proposed ‘Housekeeping’ Changes to the Code of Student Behaviour (Section 30.6) and the Practicum Intervention Policy (Section 87.9)**

Motion: THAT the GFC Campus Law Review Committee recommend to the GFC Executive Committee proposed changes to the Code of Student Behaviour (Section 30.6.1 (Initiation of an Appeal)), (Section 30.6.2 (Terms of Reference and Powers)), and (Section 30.6.5 (Procedures at the UAB Hearing)) and to the Practicum Intervention Policy (Section 87.9 (Procedures at the GFC PRB Hearing)), as set forth in Attachments 1 and 2, to take effect December 17, 2012.

Item

Action Requested	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Recommendation <input type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	Iva Spence, University Governance
Presenters	Iva Spence, University Governance
Subject	Proposed ‘Housekeeping’ Revisions to the Code of Student Behaviour and Practicum Intervention Policy

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	General housekeeping changes to remove references to the GFC Policy Manual; to make it clear that each party is allowed one advisor at a hearing; and to update who gets copied on decisions.
The Impact of the Proposal is	General housekeeping.
Replaces/Revises (eg, policies, resolutions)	Will revise the current Code of Student Behaviour and the current Practicum Intervention Policy.
Timeline/Implementation Date	December 17, 2012.
Estimated Cost	N/A
Sources of Funding	N/A
Notes	<p>The GFC Executive Committee can approve editorial changes to Section 30.6 of the Code of Student Behaviour and to Section 87.9 of the Practicum Intervention Policy.</p> <p>At the January 29, 2009 meeting of the GFC Campus Law Review Committee (CLRC), the Appeals Coordinator suggested “the creation of a working group to formally review potential changes to the Code of Student Behaviour and the Academic Appeals Policy (including changes to the Practicum Intervention Policy and the Code of Applicant Behaviour). A need was identified by the Appeals Coordinator to establish a working group consisting of affected stakeholders who would make recommendations concerning policy matters and action matters. The overarching purpose of the Working Group would be to: (1) review the Code of Student Behaviour and determine if changes outlined are necessary; if so determined, and to draft policy changes for consideration.</p> <p>This item was discussed by the Appeals Regulations Group (ARG) on November 8, 2012.</p>

Alignment/Compliance

Alignment with Guiding Documents	<i>Dare to Discover</i> – Value 3: “Integrity, fairness, and principles of ethical conduct built on the foundation of academic freedom, open inquiry, and
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<p>Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)</p>	<p>the pursuit of truth.”</p> <ol style="list-style-type: none"> 1. Post-Secondary Learning Act (PSLA): The <i>Post-Secondary Learning Act (PSLA)</i> gives GFC responsibility as well, subject to the authority of the Board of Governors, over student affairs (Section 31), including authority concerning student discipline. 2. GFC Campus Law Review Committee (CLRC) Terms of Reference–Section 1 (Authority): “GFC has thus established a Campus Law Review Committee (GFC CLRC) [...]” 3. GFC Campus Law Review Committee (CLRC) Terms of Reference–Section 3(a) (Mandate of the Committee–Code of Student Behavior) and 3(c) (Mandate of the Committee–Practicum Intervention Policy): <ol style="list-style-type: none"> A. Code of Student Behavior <p>“1. To review, from time to time, the Code of Student Behavior and student discipline procedures.</p> <p>2. On delegated authority from GFC, to approve all editorial amendments to the Code of Student Behaviour except editorial amendments to Section 30.6.</p> <p>3. Amendments to the Code of Student Behaviour deemed substantive by CLRC are forwarded to the GFC Executive Committee, which will decide whether or not it can act on behalf of GFC. (See <i>Amendment of the Code</i>, Section 30.7 of the GFC Policy Manual (Code of Student Behaviour).)”</p> <p>[...]</p> C. Practicum Intervention Policy <ol style="list-style-type: none"> 1. To review, from time to time, the Practicum Intervention Policy. 2. On delegated authority from GFC, to approve all editorial amendments to the Practicum Intervention Policy as noted in Section 87.14.” 4. Code of Student Behaviour, <u>Amendment of the Code</u>–Section 30.7: <ol style="list-style-type: none"> 30.7.1 Legislative Authority <p>General Faculties Council (GFC) and the Board of Governors may amend the Code in exercise of the authority vested in them by Section 31 of the <i>Post-Secondary Learning Act</i>. (CLRC 25 SEP 2003) (CLRC 29 OCT 2004 e-mail vote)</p> 30.7.2 Editorial Amendments <ol style="list-style-type: none"> 30.7.2(1) The Campus Law Review Committee (CLRC) decides which amendments are editorial. (CLRC 29 OCT 2004 e-mail vote) 30.7.2(2) On delegated authority from GFC, all editorial amendments will be approved by the Campus Law Review Committee (CLRC) except editorial amendments to Section 30.6. (CLRC 29 OCT 2004 e-mail vote) 30.7.2(3) All amendments to Section 30.6 will be forwarded to the GFC Executive Committee for approval. (CLRC 29 OCT 2004 e-mail vote)
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	<p>30.7.3 Substantive Amendments</p> <p>30.7.3(1) Amendments to the Code deemed substantive by CLRC are forwarded to the GFC Executive Committee, which will decide whether or not it can act on behalf of GFC.(CLRC 29 OCT 2004 e-mail vote)</p> <p>30.7.3(2) Only substantive changes to Section 30.6 proceed to the [Board Learning and Discovery Committee], which will decide whether or not it can act on behalf of the Board of Governors. (BEAC 11 JUNE 2004)</p> <p>30.7.3(3) The Secretary to GFC must notify Students' Union and the Graduate Students' Association of all substantive changes to the Code (including Section 30.6) 15 Working Days before those changes are considered by GFC. The Students' Union and the Graduate Students' Association will be invited to contact their members so that the Students can access the changes on the World Wide Web via University Governance's home page."</p> <p>5. Practicum Intervention Policy, Amendment of the Practicum Intervention Policy (Section 87.14): "[...]</p> <p>b. Editorial Amendments</p> <p>i) The GFC Campus Law Review Committee (CLRC) decides which amendments are editorial. (EXEC 02 MAY 2005)</p> <p>ii) On delegated authority from General Faculties Council, all editorial amendments will be approved by the GFC Campus Law Review Committee (CLRC) except editorial amendments to Section 87.5 through 87.10. (EXEC 02 MAY 2005)</p> <p>iii) All amendments to Section 87.5 to 87.10 will be forwarded to the GFC Executive Committee for approval.</p> <p>c. Substantive Amendments</p> <p>i) Amendments to the Practicum Intervention Policy deemed substantive by the GFC CLRC are forwarded to the GFC Executive Committee, which will decide whether or not it can act on behalf of General Faculties Council. (EXEC 02 MAY 2005)</p> <p>ii) Only substantive changes to Section 87.5 through 87.10 proceed to the Board Learning and Discovery Committee, which will decide whether or not it can act on behalf of the Board of Governors."</p>
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Routing (Include meeting dates)

Consultative Route (parties who have seen the proposal and in what capacity)	Meeting with Members of the Appeal Regulation Group – November 8, 2012. Current members include: Janice Causgrove Dunn, Faculty of Physical Education and Recreation; Dustin Chelen, Students' Union; Brent Epperson, Graduate Students' Association; Marc Johnson, Student OmbudService; Jayson MacLean, Student OmbudService; Michael Peterson, University Governance; Ada Schmude, Office of the Registrar; Natalie Sharpe, Student OmbudService; Iva Spence, University Governance.
Approval Route (Governance) (including meeting dates)	GFC Campus Law Review Committee (November 22, 2012) – for recommendation; GFC Executive Committee (December 3, 2012) – for final approval
Final Approver	GFC Executive Committee

Attachments:

1. Attachment 1 (pages 1 – 2): Proposed Changes to the Code of Student Behaviour (Comparative Table Format)
2. Attachment 2 (page 1): Proposed Changes to the Practicum Intervention Policy (Comparative Table Format)

Prepared by: Iva Spence, University Governance, iva.spence@ualberta.ca

<p><i>Strikethrough text indicates that either information is being deleted or changed.</i></p>	<p><i>Underlined text indicates information is either being added or changed.</i></p>	<p>Reason for Change</p>	<p>Corresponding Number on the Chart of Changes</p>
<p>30.6.1 Initiation of an Appeal</p> <p>30.6.1(1) When a Student has been found to have committed an offence under the Code of Student Behaviour or an Applicant is found to have committed an offence under the Code of Applicant Behaviour (Section 11.8 of the GFC Policy Manual), whether or not that Student or Applicant has been given a sanction, the Student or Applicant may appeal that decision, except in the case of a decision of the Discipline Officer under 30.5.6(2)e.ii, which remains final and is not subject to appeal. In cases where a severe sanction has been recommended to the Discipline Officer, once the student receives the final decision of the Discipline Officer, the student can appeal the decisions of both Dean and the Discipline Officer at the same time. The written appeal must be presented to the Appeals Coordinator in the University Governance within 15 Working Days of the deemed receipt of the decision by the Student or Applicant. The finding that an offence has been committed, the sanction imposed or both may form the basis of appeal. The written appeal must also state the full grounds of appeal and be signed by the Appellant. The appeal shall be heard by the UAB.</p> <p>[...]</p>	<p>30.6.1 Initiation of an Appeal</p> <p>30.6.1(1) When a Student has been found to have committed an offence under the Code of Student Behaviour or an Applicant is found to have committed an offence under the Code of Applicant Behaviour, whether or not that Student or Applicant has been given a sanction, the Student or Applicant may appeal that decision, except in the case of a decision of the Discipline Officer under 30.5.6(2)e.ii, which remains final and is not subject to appeal. In cases where a severe sanction has been recommended to the Discipline Officer, once the student receives the final decision of the Discipline Officer, the student can appeal the decisions of both Dean and the Discipline Officer at the same time. The written appeal must be presented to the Appeals Coordinator in the University Governance within 15 Working Days of the deemed receipt of the decision by the Student or Applicant. The finding that an offence has been committed, the sanction imposed or both may form the basis of appeal. The written appeal must also state the full grounds of appeal and be signed by the Appellant. The appeal shall be heard by the UAB.</p> <p>[...]</p>	<p>Revised to remove reference to the GFC Policy Manual.</p>	<p>13.</p>
<p>30.6.2 Terms of Reference and Powers</p> <p>[...]</p> <p>30.6.2(4) Where an appeal involves a charge of research and scholarship misconduct, the special requirements for communication and documentation imposed by 2-96.2 of the GFC Policy Manual shall constitute part of the procedures outlined below.</p>	<p>30.6.2 Terms of Reference and Powers</p> <p>[...]</p> <p>30.6.2(4) Where an appeal involves a charge of research and scholarship misconduct, the special requirements for communication and documentation imposed by the <u>University of Alberta Research and Scholarship Integrity Policy in UAPPOL</u> constitute part of the procedures</p>	<p>Revised to remove reference to the GFC Policy Manual and instead to reflect the appropriate reference document.</p>	<p>14.</p>

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[...]	outlined below. [...]		
<p>30.6.5 Procedures at the UAB Hearing</p> <p>[...]</p> <p>30.6.5(8) Either party may be accompanied and represented by <u>an</u> Advisor.</p>	<p>30.6.5 Procedures at the UAB Hearing</p> <p>[...]</p> <p>30.6.5(8) Either party may be accompanied and represented by <u>one</u> Advisor.</p>	Revised to clarify that only one advisor is allowed for each party.	15.

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<p>87.9 Procedures at the GFC PRB Hearing</p> <p>The Chair shall normally submit the written decision of the GFC PRB to the Appeals Coordinator within ten (10) Working Days of the decision being reached. The Appeals Coordinator shall then send a copy of the decision to the Appellant/ Respondent, the Panel, the panel of AAC/UAB Chairs, and the AAC delegate on the Academic Standards Committee.</p>	<p>87.9 Procedures at the GFC PRB Hearing</p> <p>The Chair shall normally submit the written decision of the GFC PRB to the Appeals Coordinator within ten (10) Working Days of the decision being reached. The Appeals Coordinator shall then send a copy of the decision to the Appellant/Respondent <u>and his/her respective advisor, members of the GFC PRB Panel, the Office of General Counsel, and the panel of GFC AAC/UAB Chairs.</u></p>	<p>The Appellant and Respondent's respective advisors and the Office of General Counsel should be copied on the decisions of the GFC PRB. The language is mirrored from the Code of Student Behaviour.</p> <p>There is no need to specify the AAC delegate on the Academic Standards Committee since this individual will be a member from the panel of AAC/UAB Chairs and they are already copied.</p>	<p>23.</p>