

**September 26th, 2023**  
**6:00 P.M.**  
**Council Chambers/Zoom**

The University of Alberta and the University of Alberta Students' Union occupy Indigenous land in amiskwaciwâskahikan (Beaver Hills House), on Treaty 6 territory. From time immemorial, the banks along the river valley have been known as the Pehonan, a meeting place for the nêhiyawak (Cree), the Niitsitapi (Blackfoot), Métis, Dênesųłinê (Dene), Ojibway/Saulteaux/Anishinaabe, Haudenosaunee and others. The University, the Students' Union and much of the city are located on the unlawfully stolen land of the forcibly removed Papaschase Cree.

We acknowledge that sharing this land gives each of us the responsibility to research the historic contexts of Treaty 6, to reflect on our personal relationships to the land, the Nations we've named, and to our roles in upholding justice on this territory. Since they began, the Students' Union and the University have benefited from historic and ongoing dispossession of land and resources from Indigenous Peoples. As a result, it is our responsibility to seek the restitution of this land and its resources. Finally, we seek to do better by working to make our learning, research, and governance align with the histories, languages, teachings, and cultures of First Nations, Métis, and Inuit Peoples in the land presently occupied by the Canadian state.

We encourage critical reflection by asking the following question. In relation to the territory on which you are situated, what role do you play in strengthening the resistance and resurgence of Indigenous students within your communities?

## ORDER PAPERS (SC-2023-10)

2023-10/1 SPEAKERS BUSINESS

Join Zoom Meeting  
<https://us02web.zoom.us/j/85666007012>

2023-10/2 CONSENT AGENDA

2023-10/2a Students' Council Votes and Proceedings (SC-2023-10) Tuesday, September 12th, 2023

See SC-2023-10.08

2023-10/3 PRESENTATIONS

2023-10/3a **ALMEIDA/BEASLEY MOVE TO** allow Chris Hackett to present on the Academic Integrity Policy Suite

See SC-2023-10.01

2023-10/3b **GRIFFITHS/FOTANG MOVE TO** allow representatives from UASSC to present on campus security

See SC-2023-10.02

2023-10/4 EXECUTIVE COMMITTEE AND BOG REPRESENTATIVE REPORTS

2023-10/5 BOARD AND COMMITTEE REPORT

2023-10/6 OPEN FORUM

2023-10/7 QUESTION PERIOD

- 2023-10/8 UNFINISHED BUSINESS
- 2023-10/9 BOARD AND COMMITTEE BUSINESS
- 2023-10/9a **GRIFFITHS/FLAMAN MOVE TO** nominate 3 member of Student Council to the Physical Activity and Wellness [Centre] Strategic Operating Committee (PAWSOC)  
See SC-2023-10.03
- 2023-10/9b **LAM/FLAMAN MOVES TO** amend the 2023/24 Council Meeting Schedule by rescheduling the October 14 meeting back to its original date of October 10.  
See SC-2023-10.04
- 2023-10/9c **FOTANG/FLAMAN MOVE TO** appoint one (1) student councilor to sit on the UASU strategic plan steering committee  
See SC-2023-10.05
- 2023-10/10 GENERAL ORDERS
- 2023-10/11 CLOSED SESSIONS
- 2023-10/11a **ALMEIDA/FOTANG MOVE TO** discuss the Academic Materials Program.  
See SC-2023-10.06
- 2023-10/12 INFORMATION ITEMS
- 2023-10/12a Students' Council Submission  
See SC-2023-10.01-05
- 2023-10/12b Executive Monthly Report  
See SC-2023-10.06
- 2023-10/12c BOG Rep Monthly Report  
See SC-2023-10.07
- 2023-10/12d Students' Council Votes and Proceedings  
See SC-2023-10.08
- 2023-10/12e Students' Council Attendance

See SC-2023-10.09

2023-10/12f Students' Council Motion Tracker

See SC-2023-10.10

# UASU Students' Council Agenda Submission Form

**Council Meeting Date** Tuesday, September 26, 2023

[Meeting Schedule](#)

**Submitter** ALMEIDA

**Email Address** pedro.almeida@su.ualberta.ca

**Type of Item Submission**

**Is this a Consent Agenda item?**

## Approval/Discussion Items

[Strategic Plan](#)

## Calls for Nominations

[Council Committees and Boards](#)

## Written Nominations

## Information Items

## Presentations

**Motion** ALMEIDA moves to allow Chris Hackett to present on the Academic Integrity Policy Suite

**Mover** ALMEIDA

**Secunder** BEASLEY

**Presenter** HACKETT

**Should this Presentation Occur in a Closed Session?**

**Office/Committee Responsible** GFC Student Conduct Policy Committee

## Abstract

Following the removal of non-academic sections from the Code of Student Behaviour, the Acting Director of Student Conduct and Accountability began organizing groups to work on reviewing the academic sections. The current draft of the policy suite is in the consultation phase, currently seeking feedback for

revisions before the final draft is submitted for Governance approval. This presentation and subsequent questions will be a great opportunity for student-leaders to provide suggestions on areas where the Academic Integrity Policy Suite could improve, leading to significant improvement in the academic experience of students at the University of Alberta.

### **Presentation Slides Upload**

 Student Academic Integrity P... .pdf

### **Attachments**

 Overview - Student Academic... .pdf

 Student Academic Integrity P... .pdf

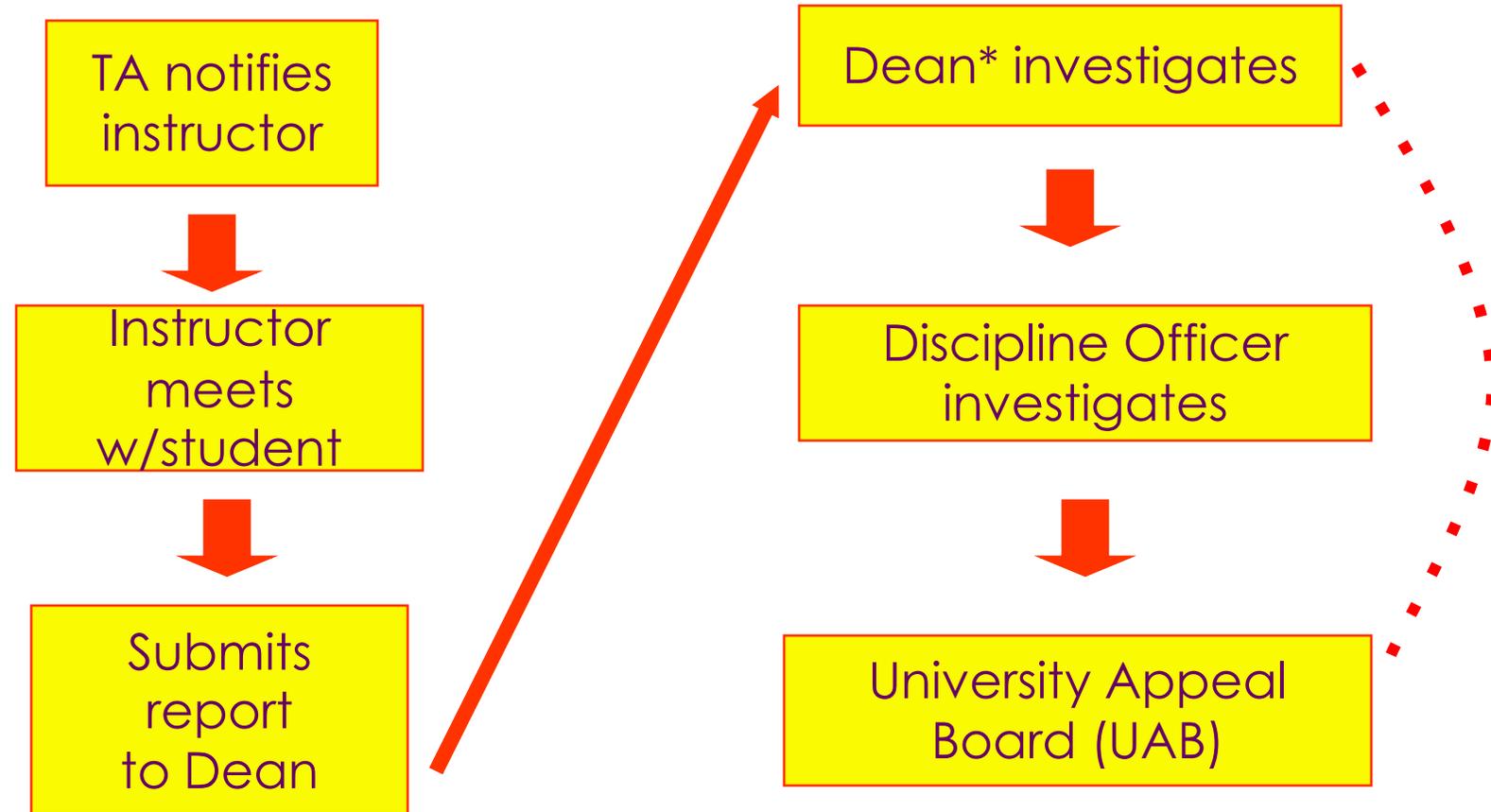
 Student Academic Miscondu... .pdf

 Student Academic Miscondu... .pdf

### **Written Questions**

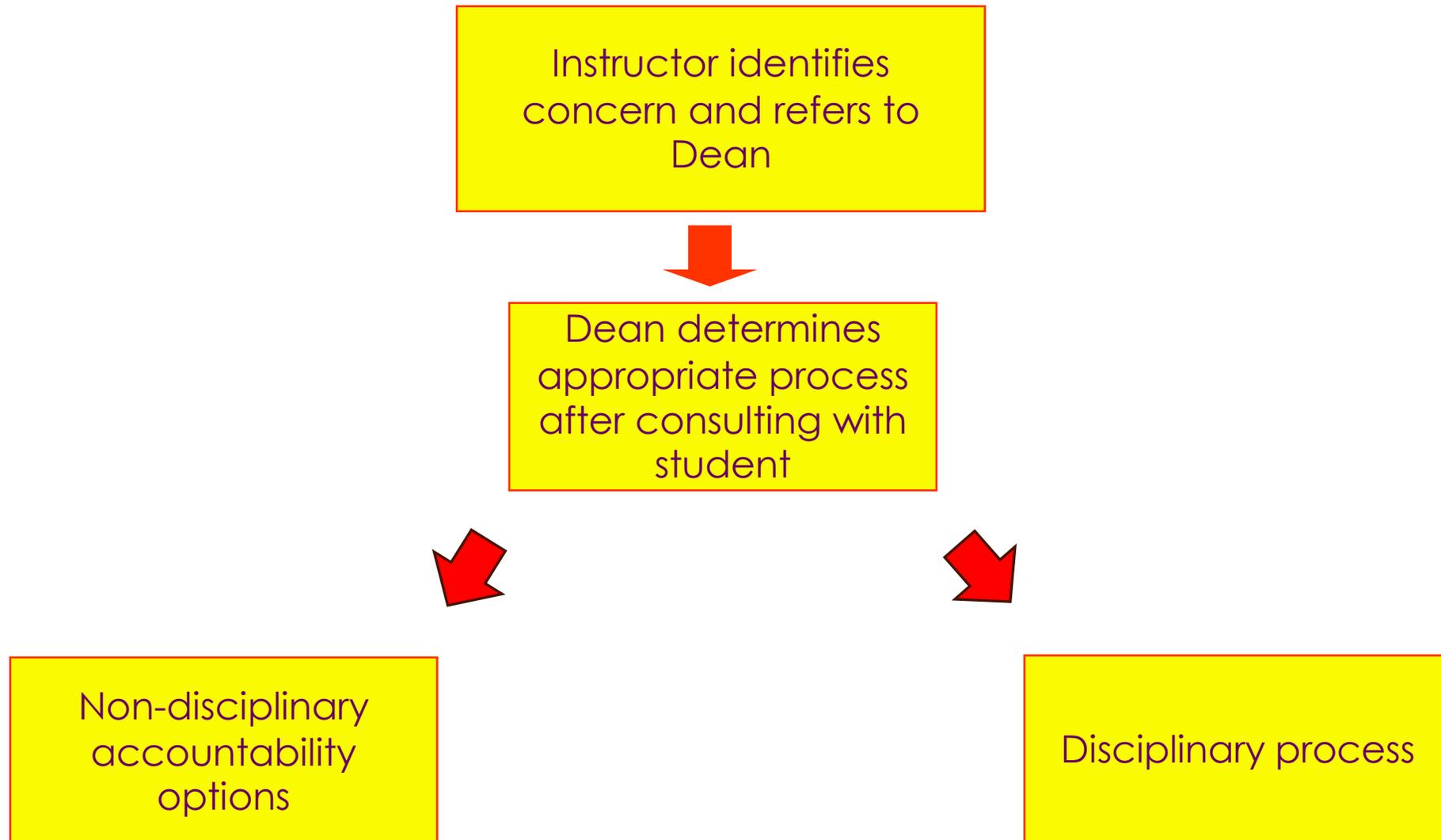
# Proposed Student Academic Integrity Policy Suite

# Code of Student Behaviour Process



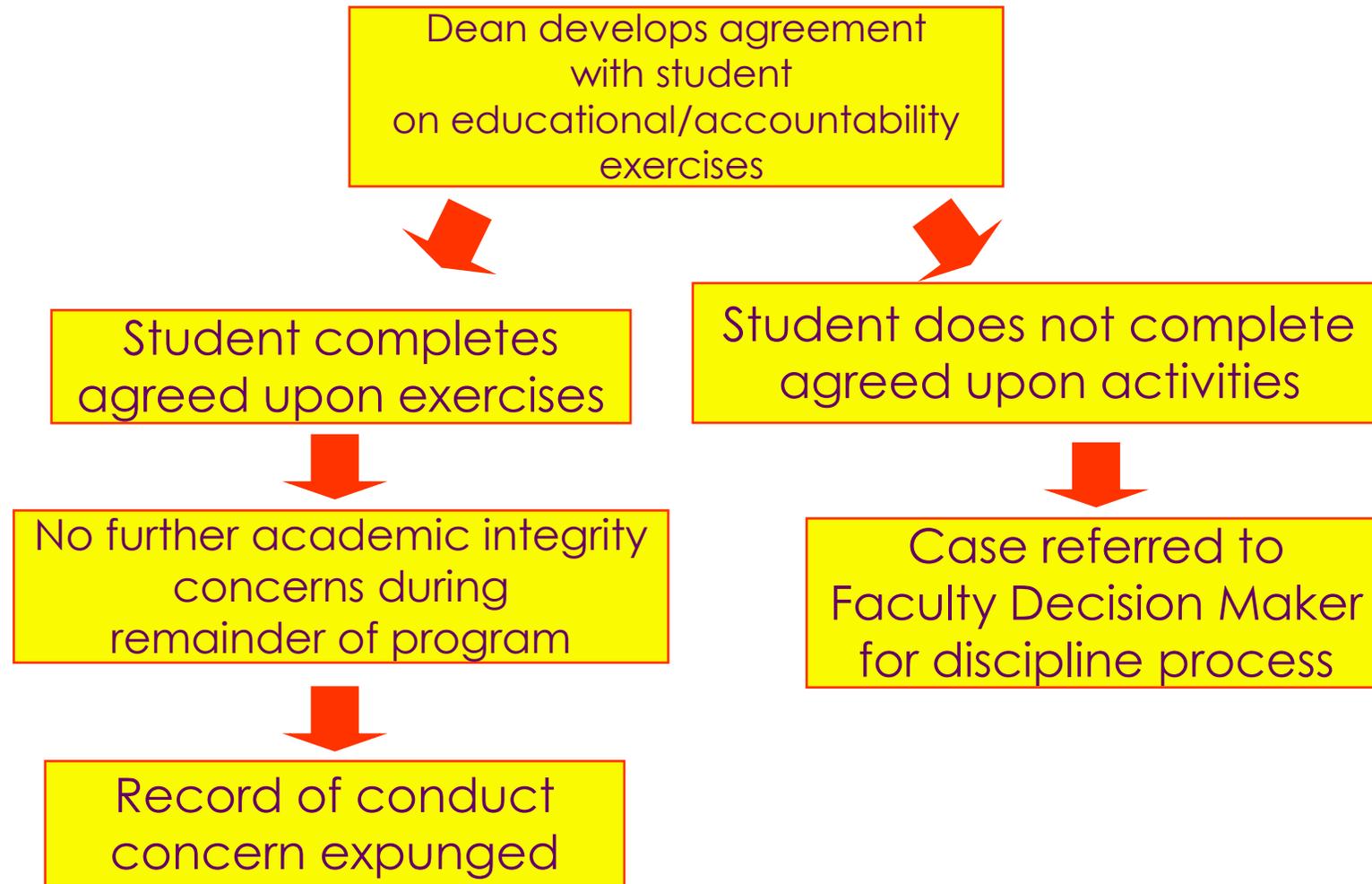
\*Dean of program/Faculty

# Student Academic Integrity Process

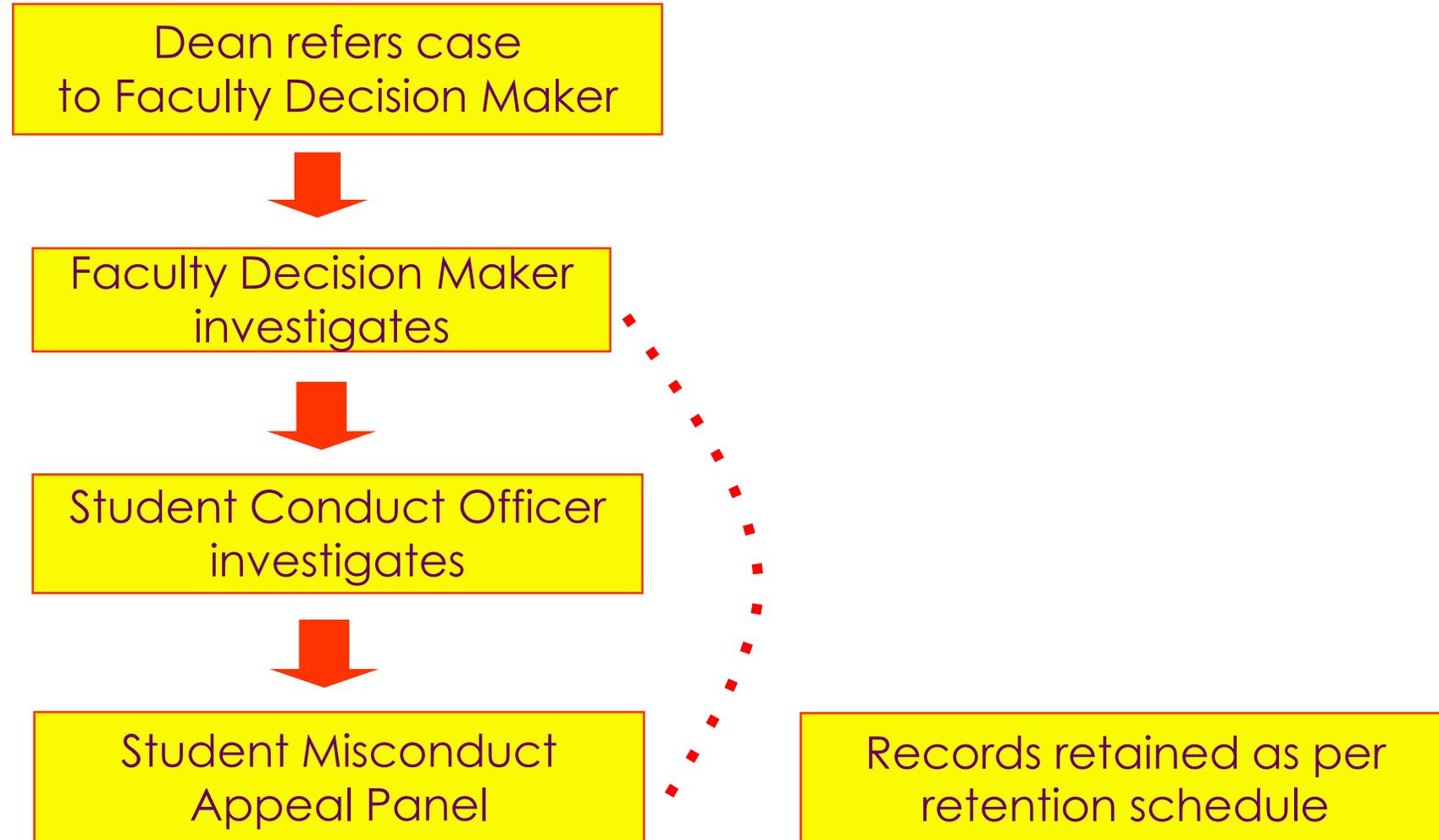


# Student Academic Integrity Process

## Non-disciplinary accountability options



# Student Academic Integrity Process Disciplinary



## Proposed Student Academic Integrity Policy Suite

### Background

In February 2022, the Minister of Advanced Education, Demetrios Nicolaides, and then Associate Minister of Status of Women, Whitney Issek, issued a joint letter to the governing bodies of all public post-secondary institutions in Alberta, including the Board of Governors of the University of Alberta (hereafter, the “Ministers’ Letter”).

The Ministers’ Letter required that all public post-secondary institutions in Alberta update their sexual violence policies and procedures with specific attention to providing procedural fairness and implementing trauma-informed practices for both complainants and respondents to a complaint. The Ministers’ Letter provided a “Checklist” of required and prohibited elements which our policies and procedures must satisfy. There was a timeline to complete these procedures that required immediate action. While it was undoubtedly time to review the *Code of Student Behaviour* (the *Code*) as a whole, given that it had not been substantially revised since 1999, it was decided that the deadlines to address the non-academic sections meant they needed to be done in two phases.

Phase 1 removed the non-academic sections from the Code which were then incorporated into the Student Conduct Policy, approved on November 22, 2022. Phase 2 focussed on the academic sections of the *Code*. Chris Hackett, Acting Director of Student Conduct and Accountability, organised two working groups to draft the new academic integrity policy. The first working group identified the key issues and laid out principles that needed to be addressed in the new policy.

### Working Group 1

- Chris Hackett, Student Conduct and Accountability
- Deb Eerkes, Sexual Violence Response Coordinator, Office of the Provost
- Jax Oltean, Office of the General Counsel
- Ali Shiri, FGSR
- Karsten Mundel, College of Social Sciences + Humanities
- Shirley Schipper, FOMD
- Pierre Mertiny, Faculty of Engineering

### Working Group 2

- Chris Hackett, Student Conduct and Accountability
- Deb Eerkes, Sexual Violence Response Coordinator, Office of the Provost
- Jax Oltean, Office of General Counsel
- Gurleen Kaur, VP Academic Student Union (now Pedro Almeida, VP Academic Student Union )
- Bishoi Aziz, VP Academic, Graduate Students Association (now Rija Kamran, VP Academic, Graduate Students Association)
- Fraser Brenneis, FOMD (now Shirley Schipper, FOMD)
- Cagri Ayranci, FGSR
- Karsten Mundel, Vice Provost (Learning Initiatives)
- Jim Bohun, College of Natural and Applied Sciences,

- Allen Ball, Faculty of Arts,
- Remonia Stoddart-Morrison, Office of the Student Ombuds

### **Current drafts**

After consultation on those principles, the second working group oversaw the drafting of the policy suite for which we are now seeking feedback. The draft policies include new definitions for violations and sanctions as well as new processes designed to give greater flexibility for response at the Faculty level. We are now seeking feedback on those drafts through consultation. The information we learn now will be used to inform revisions of the final draft that will be submitted to Governance for approval.

### **Key issues**

The key issues the policy suite is intended to address are:

- Protect the integrity of University of Alberta grades, degrees, certifications, research and other scholarly activities involving students;
- Shift from a purely punitive orientation to one that also reflects the educational mission of the University;
- Mitigate unintended consequences to students addressed by the policy;
- Bring academic conduct appeal processes in line with the principles adopted in the Student Misconduct Appeal Procedure
- Adopt best and promising practices in preventing and responding to academic misconduct;
- Increase timeliness and transparency in academic integrity processes;
- Address new and evolving forms of academic misconduct, such as contract cheating and inappropriate use of homework/tutor websites; and
- Provide streamlined processes for mass cheating events.

**Original Approval Date:**

**Most Recent Approval:**

**Most Recent Editorial Date:**

## Document 1:

### Student Academic Integrity Policy

<b>Office of Accountability:</b>	Provost and Vice-President (Academic)
<b>Office of Administrative Responsibility:</b>	Vice Provost and Dean of Students
<b>Approver:</b>	General Faculties Council Board of Governors
<b>Scope:</b>	Compliance with this university policy extends to all University of Alberta <b>students</b> as defined in this policy.

#### Overview

The value and integrity of University of Alberta **academic credentials**, as well as research and other scholarly and professional activities, rests on academic integrity (that is, honesty, trust, fairness, respect, responsibility and courage) in every aspect of academic and scholarly activities. The university is defined by tradition as a community of people dedicated to the advancement of knowledge, and as a place where there is freedom to teach, engage in research, create, learn, study, speak, associate, write and publish. In addition to these freedoms, the enduring value of university life, the degrees and other credentials the university confers, and the university's reputation for academic and scholarly excellence depend upon trusted teaching and research relationships and, therefore, upon the honesty and integrity of those engaged in **academic and scholarly activities**.

People with diverse interests and cultures from all over the world and from all walks of life are part of the University of Alberta community and learning environment. The university is a shared space for diverse scholarship, research, and learning communities. The university's faculty, staff, and students live, work, explore, teach, and learn alongside each other; those differences are part of the backbone of the institution that gives it strength and supports its central mission. What each individual does affects the other members of our community and everyone must be prepared to be accountable for their actions.

This policy describes academic supports that enable **students** to achieve academic success in alignment with the fundamental values of **academic integrity**. In addition, this policy provides alternatives to a disciplinary response where students take responsibility for their academic misconduct and hold themselves accountable to the community by participating in **non-disciplinary accountability options**. Where non-disciplinary accountability options are not appropriate, this policy provides a complaint process to impose disciplinary sanctions on students for their academic misconduct.

## Purpose

The purpose of this policy is to:

- set out the conditions under which this policy applies;
- set out the principles that will guide the interpretation and application of this policy;
- situate the academic integrity process in relation to concurrent external and internal proceedings;
- identify on-campus academic resources for students;
- identify behaviours which are unacceptable and constitute academic misconduct;
- provide for non-disciplinary accountability options in appropriate cases;
- outline some aspects of the complaint process such as the applicable standard of proof and acceptable forms of evidence;
- authorize and set out the principles that will guide the application of sanctions for academic misconduct that has been found to have occurred;
- provide clarity on privacy, disclosure and confidentiality;
- stipulate required training for those who administer academic integrity processes;

- articulate the delegated authority under the *Alberta Post Secondary Learning Act (PSLA)* to discipline students for academic misconduct, subject to an appeal to the Board of Governors;
- provide for periodic review of, and amendments to, this policy and its related procedures; and
- provide definitions which apply to this policy and its related procedures.

## Policy

### 1. Application

a. This policy applies to all alleged academic misconduct by a student or students by any means whatsoever (including virtual or online), that has a real and substantial link to university academic and scholarly activities and/or a material effect on the university's **academic reputation**.

b. The determination of whether any academic misconduct has a real and substantial link or material effect may be made by a **Dean** or any individual or body who has been delegated the authority to investigate or make decisions under this policy and its associated procedures.

### 2. Guiding Principles

This policy and its associated procedures are guided by, and will be interpreted and applied by reference to the following principles:

a. The university is responsible for taking reasonable steps to maintain academic integrity and protect the integrity and value of the University of Alberta degrees and other accreditations, its academic mission, and its reputation for excellence in scholarship and research. Wherever possible, the university should provide both general and program specific educational materials and opportunities to help students learn their individual responsibilities.

b. All members of the university community are entitled to a fair, vibrant and supportive **learning environment**. Students are expected to conduct themselves with honesty, fairness, trust, respect, responsibility and courage, aligning their behaviour with the fundamental values of academic integrity as described by the International Center for Academic Integrity.

c. The university will create a supportive space for students to be accountable, for example by undertaking skill-building and remedial activities to correct their behaviour, taking steps to align future conduct with the principles of academic integrity, and/or repairing harm resulting from their academic misconduct. Where appropriate, Deans and those involved in addressing

academic misconduct are encouraged to explore **non-disciplinary accountability options**, including remedial, restorative, transformative, or other voluntary facilitated resolution options.

d. The student life cycle at the university requires that academic misconduct be addressed fairly and in a timely way.

e. Students who are the subject of a complaint are entitled to an appropriate level of procedural fairness. Respondents under this policy have the right to:

- i. an impartial and unbiased decision-maker;
- ii. have their case addressed or decided within a reasonable time;
- iii. timely communication;
- iv. be accompanied by an **advisor** throughout their participation in any investigation, meeting, **hearing**, or other aspect of the Student Academic Misconduct or Student Academic Misconduct Appeal Procedures, and to be advised of these rights;
- v. reasonable disclosure of the allegations in the complaint;
- vi. reasonable opportunity to respond to the allegations in the complaint;
- vii. reasonable notice of the time, place, and nature of any hearing;
- viii. an opportunity to respond to or explain any evidence that does not support their accounts of events;
- ix. provide evidence and suggest witnesses or lines of inquiry;
- x. be provided with written reasons for any decision made under this policy; and
- xi. where applicable, be **reasonably accommodated** under the *Discrimination, Harassment and Duty to Accommodate Policy* to ensure equitable access to the complaint process.

### 3. On Campus Academic Resources for Students

The [name of info doc - to be developed] describes the academic supports and resources available to assist students in aligning their academic success with the fundamental values of academic integrity.

### 4. Concurrent proceedings

### External proceedings

a. This policy and its associated procedures are independent of any external professional regulatory or other proceedings. Any aspect of the complaint process under this policy or its associated procedure may occur concurrently with, prior to, or following any such professional regulatory or other proceeding. In this regard,

i. The university is responsible for determining whether a student has violated this policy and is not responsible for determining violations of professional, regulatory or other proceedings.

ii. Where an incident is also being addressed by another body or authority, the university may, in its sole discretion, proceed with or suspend any aspect of the complaint process under this policy or its associated procedures.

### Internal proceedings

b. The conduct underlying an alleged violation of this policy may also provide the basis for a violation of another university policy including, but not limited to, the

i. *Student Conduct Policy* where, for example, there is an allegation of theft of resources to facilitate cheating. In such cases, the procedure set out in the *Student Misconduct Complaint Procedure* will apply.

ii. *Practicum Intervention Policy* where, for example, there is an allegation of misrepresentation of facts in the context of a practicum. In such cases, the procedures set out in the *Practicum Intervention Policy* will apply.

iii. *Information Technology Use and Management Policy* where, for example, there is an allegation of misuse of university IT resources involved in an academic integrity violation. In such cases, the academic integrity violation will be addressed under the *Student Academic Misconduct Procedure* and, independently, under the *IT Use and Management Policy*.

iv. *Research and Scholarship Integrity Policy* where, for example, there is an allegation of plagiarism on a published article.

v. In any other case, the offices of administrative responsibility for the *Academic Integrity Misconduct Procedure* and the other relevant policy or procedure shall jointly and in a timely manner determine whether it would be appropriate to apply

- only one of the procedures to address the student's conduct, or
- both procedures

#### **4. Academic Misconduct**

The conduct listed in Schedule A is prohibited and constitutes academic misconduct for which a complaint may be made under this policy.

The Dean has sole discretion to determine whether reports of academic misconduct will be addressed through non-disciplinary accountability options or through the complaint process. The Dean's decision is final and binding.

#### **5. Non-disciplinary Accountability Options**

a. Where non-disciplinary accountability options are determined to be appropriate, their aim is similar to the aim of sanctions set out in 7b below, but in addition, their aims in general are to:

- i. educate and develop the student's understanding of the harms caused by academic misconduct and the importance of academic integrity;
- ii. provide them with skill-building resources to enable them to align their behaviour with the fundamental values of academic integrity;
- ii. create a safer space for students to accept responsibility and be accountable for their academic misconduct and to provide redress to the community affected by the harm resulting from their academic misconduct.

#### **6. Complaints**

The following applies to complaints.

##### Assistance for Students

a. The Office of the Dean of Students, Office of the Student Ombuds, and Student Legal Services are available on-campus to provide assistance to students involved in processes associated with this policy.

##### Standard of Proof

b. All determinations that a violation of this policy has been established will be made on a balance of probabilities standard.

##### Evidence

c. The academic integrity process is not bound by the same rules of evidence as would apply in a court of law such as the *Alberta Evidence Act* or the law of evidence applicable to judicial proceedings. Decision makers under this policy and associated procedures can accept and consider any credible information that is relevant to the complaint including, for example, hearsay evidence.

### Participation in Complaint Process

d. Students alleged to have engaged in academic misconduct are not obligated or required to participate in a complaint process. However, where they choose not to participate and decline to provide information, they may be prohibited from later attempting to provide that information or evidence to university decision-makers under the *Student Academic Misconduct Procedure* and the *Student Academic Misconduct Appeal Procedure*.

### **7. Sanctions**

a. The university imposes disciplinary sanctions on students when it has been established through the complaint process that they have violated this policy.

b. The aim of sanctions in general is to:

- i. protect the value and integrity of academic credentials, as well as the university's academic mission and reputation for excellence in scholarship and research;
- ii. foster a safe, supportive and vibrant learning environment;
- iii. promote accountability to individuals and the community; and/or
- iv. rehabilitate the respondent, where possible.

c. Sanctions are meant to be proportionate based on the nature of the violation and the desire to accomplish the above aims through the least restrictive means. When considering sanction(s), a decision-maker can take into account any relevant factors.

d. Sanction descriptions and their impact are detailed in Schedule B. Available sanctions include:

- Academic integrity conditions
- Grade reduction, grade of F or NC in a course
- Refusal to consider current and/or future applications
- Reprimand
- Rescission of an admission offer
- Suspension from academic program
- Expulsion

- Suspension of a degree
- Rescission of a degree

## **7. Privacy and Personal Information**

a. Any use and disclosure of personal information contemplated in this policy and the related procedures will be in accordance with the *Freedom of Information and Protection of Privacy Act* of Alberta.

b. Privacy and the protection of personal information are essential for creating a safe space for students to be accountable and provide redress for the harm resulting from their academic misconduct and to be able to respond to allegations. The university will protect the privacy of a respondent to a complaint; however, it is important to note that there may be limits to the university's ability to do so, when:

- i. there is a risk of harm to self or others;
- ii. as necessary to administer an investigation, hearings, sanctions or other elements of the student academic integrity process; or
- iii. reporting or action is required or authorized by law, including but not limited to the *Freedom of Information and Protection of Privacy Act* of Alberta

c. In such cases, the use or disclosure of information will be limited to that which is reasonably necessary and only to those with a need to know. The extent to which the university can maintain the privacy of a respondent to a complaint will be determined on a case-by-case basis. The university will endeavour to inform respondents of the limits of protection of personal privacy and confidentiality.

## **8. Confidentiality of the Academic Misconduct Process**

a. University employees will only use or disclose personal information that they learn solely as a result of administering or participating in the academic integrity process in accordance with section 7 above. Contact the Information and Privacy Office for guidance about confidentiality and privacy.

b. Parties and witnesses should not make public another individual's personal information that they learn solely through any university process such as a complaint, investigation, hearing, or non-disciplinary accountability options and should refrain from:

- i. posting another individual's personal information on social media or online,
- ii. distributing confidential university documents in whole or in part,

iii. sharing another individual's personal information with individuals outside of their immediate circle of support, and

iv. prompting or eliciting others to disclose another individual's personal information.

c. The university does not prohibit parties and witnesses from speaking about their own experiences, including, but not limited to, seeking support for rehabilitation. However, when disclosing another individual's personal information within their immediate circle of support, the party or witness is also responsible for communicating the need to keep the information confidential.

d. In any event, inappropriate disclosure of another individual's personal information may affect the integrity of a university process, breach another individual's privacy rights, and/or bring about other legal risks for the individual who breaches another individual's privacy rights.

## **9. Required Training**

a. All individuals involved in administering, advising on or adjudicating academic integrity complaints will be required to have appropriate training as outlined in the *Academic Integrity Training Information Document* which will include training in procedural fairness and training to recognize and mitigate biases in processes and decision-making, and other relevant topics.

b. Members of the Appeal Panel will additionally be trained in the standard of review applicable on appeals.

## **10. Delegation**

Section 31 of the *Post-Secondary Learning Act* (PSLA) gives General Faculties Council (GFC) general supervision of student affairs including authority over student discipline. The GFC may, subject to an appeal to the Board, discipline students. In addition to this authority over student discipline, the GFC may, under the PSLA, delegate its power to discipline students.

Under this authority, the GFC has adopted and approved this *Student Academic Integrity Policy* and the associated procedures and has delegated the functions in the student academic integrity conduct process to the persons identified in this policy and the *Student Academic Misconduct Procedure*.

As noted, GFC's authority to discipline students is "subject to a right of appeal to the board". To fulfil this appeal function, the Board has adopted and approved the *Student Academic Misconduct Appeal Procedure*, and has delegated the functions in the appeal processes to the persons identified in the *Student Academic Misconduct Appeal Procedure*.

## **11. Review and Amendments**

a. This policy will be reviewed from time to time as necessary, but at a minimum every five years. Amendments to the *Student Academic Integrity Policy* and *Student Academic Misconduct Procedure* proceed as follows:

i. The Student Conduct Policy Committee (SCPC) decides which amendments are editorial.

ii. On delegated authority from GFC, the SCPC will approve all editorial amendments to this policy and the *Student Academic Misconduct Procedure*.

ii. Where the SCPC deems amendments to this policy and the *Student Academic Misconduct Procedure* to be substantive, the SCPC will forward the amendments to the GFC Executive Committee, which will decide whether or not it can act on behalf of GFC.

iv. GFC has final authority on amendments to this policy and the *Student Academic Misconduct Procedure*, except where they pertain to the Board's authority as described in section 10 above.

b. Amendments to the *Student Academic Misconduct Appeal Procedure*:

i. The GFC Executive Committee will approve editorial amendments to the *Student Academic Misconduct Appeal Procedure*.

ii. All substantive changes to the *Student Academic Misconduct Appeal Procedure* will proceed to the BLRSEC, which will decide whether or not it can act on behalf of the Board of Governors.

## SCHEDULE A - ACADEMIC MISCONDUCT

### 1. Plagiarism

Representing the words, ideas, images, data or other analogous work of another individual or other source as the student's own

- a. in any **course element** in a course or program of study, or
- b. in any other academic and/or scholarly activity.

### 2. Examination Cheating

In an examination, test, quiz or other similar assessment activity that takes place in a testing environment (including proctored or non-proctored, in-person or online assessment activities):

- a. obtaining or attempting to obtain information from another student or other unauthorized source,
- b. giving or attempting to give information to another student, or
- c. using, or attempting to use or possessing for the purposes of use any unauthorized material or device.
- d. Representing or attempting to represent oneself as another, or attempting to have oneself represented by another in an examination, test, quiz or other scholarly activity.

### 3. Contract Cheating

Using a service, company, website, or application to

- a. complete, in whole or in part, any course element, or any other academic and/or scholarly activity, which the student is required to complete on their own; or
- b. commit any other violation of this policy.

This includes misuse, for academic advantage, of sites or tools, including artificial intelligence applications, translation software or sites, and tutorial services, which claim to support student collaborative learning.

### 4. Unauthorized Collaboration

**Collaborating with others on course elements intended to be completed independently, contrary to the express instructions of the instructor, in order to gain unfair academic advantage. This should not be interpreted as precluding authorized collaboration or cooperation designed to help the student develop or enhance skills to create their own work or to gain insight into potential problems they may need to address. Examples of unauthorized collaboration include, but are not limited to:**

- a. Submitting any assignment as the student's own work

- i. which contains material generated by anyone other than the student named on the assignment, and
    - ii. without acknowledgement and the express permission of the instructor.
  - b. Representing another's substantial editorial or compositional assistance on a course element, or any other academic or scholarly activity, as one's own work, to the extent that the work could not have been generated by the student independently but for the assistance.
  - c. Advising, encouraging or knowingly aiding or assisting another person, directly or indirectly, to commit any violation under this policy.
5. **Misrepresentation**
  - a. Misrepresenting pertinent facts to any member of the university community for the purpose of obtaining unfair academic advantage.
  - b. Including in any course element or scholarly activity a statement of fact the student knows to be false, a reference to a source the student knows to contain fabricated claims (unless acknowledged by the student), or a fabricated reference to a source in any academic submission for assessment or credit.
  - c. Failing to provide pertinent information on an application for admission.
  - d. Misrepresenting or falsifying academic credentials, or altering an official university certification document or transcript for use in external applications including but not limited to, jobs, grants, co-op, placements, and other professional activities.
6. **Unauthorized Resubmission**

Submitting in any course or program of study, without the written approval of the course Instructor, all or a substantial portion of any course element which has previously been submitted for credit in another course. or which has been or is being submitted by the student in another course or program of study in the university or elsewhere.
7. **Misuse of Confidential Materials**
  - a. Gaining access to, distributing, or receiving any confidential academic material such as pending examinations, laboratory results or the contents thereof from any source without prior and express consent of the instructor.
  - b. Selling, distributing or sharing course materials not owned by the student, such as lecture materials, handouts, assignment or exam questions, slide presentations and other similar materials.
8. **Research and Scholarship Misconduct**

Committing a violation of the *Research and Scholarship Integrity Policy*.

## SCHEDULE B - SANCTION DESCRIPTIONS AND IMPACT

### 1. Academic Integrity Conditions

- a. Academic integrity conditions are specific conditions or restrictions for a time not to exceed the duration of the respondent's program, that may include the following:
  - i. not to commit any further violations during the term of the conduct conditions;
  - ii. to complete a relevant reflection assignment;
  - iii. to write a letter of apology;
  - iv. to complete an academic integrity workshop or other scholarly activity for intellectual development;
  - v. to meet such other reasonable conditions considered desirable for protecting the integrity and value of the University of Alberta degree or other accreditations.
- b. Academic integrity conditions will specify who has the responsibility to ensure compliance with the terms and to certify, when and as necessary, that the conditions have been met to a reasonable standard of performance, or have been breached.
- c. The sanction of academic integrity conditions will specify a secondary sanction to be imposed should the respondent not meet the conditions specified. Any appeal of the academic integrity conditions must be made at the time the initial sanction is imposed and within the time limits set out in the *Student Academic Misconduct Appeal Procedure*. If the conditions are not met, no further appeal is available when the specified additional sanction is imposed.
- d. The details of any academic integrity conditions will be kept in the student's discipline file according to the established record retention schedule.
- e. Any subsequent conduct that constitutes a breach of the prescribed conduct conditions during the defined period may lead to additional proceedings under this policy.

### 2. Grade Reductions

- a. Marks for an assessment(s) or the grade for a course may be reduced as a sanction for Academic Misconduct. The final grade may or may not be accompanied by a transcript notation indicating Inappropriate Academic

Behaviour. The student's grade in the course or grade point average (GPA) may, as a consequence, be substantially reduced.

- b. A grade of F for graded courses or NC for non-graded courses may be assigned as a sanction for Inappropriate Academic Behaviour. The grade may or may not be accompanied by a remark, indicating Inappropriate Academic Behaviour.
- c. Grade reductions and a grade of F resulting from discipline decisions will be calculated into the student's GPA. Mark reductions, reductions in final course grades and a grade of F may result in a student being required to withdraw from their program.
- d. The transcript notation indicating Inappropriate Academic Behaviour will remain on the student's transcript for a period of 2 years from the end date of the term for the relevant course. After that time, the notation is removed. The following notations apply:
  - i. '8' for undergraduate students, or for graduate students where the resulting grade is a passing grade
  - ii. '9' for graduate students where the resulting grade is a failing grade
- e. Any documentation relating to grade changes resulting from a sanction under this policy may be retained in the academic file.

### 3. Refusal to Consider Applications

- a. The university may refuse to consider applications for admission to the university for a specified time period or indefinitely.
- b. Where a sanction of refusal to consider applications has been imposed, it will be noted as a **negative service indicator** on the student's **central academic record** until the sanction expires.
- c. The respondent may, after no less than five years have elapsed, petition to the **Provost** to be reconsidered for admission. The petition must include a description, with supporting evidence, of how circumstances have changed since the original decision was made. On receiving the request, the Provost will consult with the Student Conduct Officer and the Registrar's Office. The decision is final and not subject to appeal.

### 4. Reprimand

- a. A reprimand is a disciplinary record that a respondent has been found responsible for a policy violation. It is noted in the student's discipline file, according to the established record retention schedule.

## 5. Rescission of Admission Offer

- a. Rescission of any current offer of admission received by the applicant, whether conditional or final, and cancellation of any registration. This sanction may only be imposed for application-related offences.

## 6. Suspension from Academic Program

- a. Suspension is a complete withdrawal from the university, the respondent's program in the university, and all university activities for a specified period of time, to a maximum of three years.
- b. Suspension will be noted on the respondent's central academic record, transcript, and in the respondent's academic file held by the faculty in which the student is enrolled during the period of the suspension. At the discretion of the Student Conduct Officer, the suspension may be noted on the transcript for a further period of up to three years after the end of the suspension.
- c. The respondent will receive credit for any course passed before the effective date of the suspension.
- d. Withdrawals resulting from a decision of suspension will show as grades of "W" on the respondent's transcript and will remain part of the central academic record.
- e. A respondent will be withdrawn from all courses as of the date of a suspension; the fee refund dates outlined in the *University Calendar* will apply.
- f. A respondent who has been suspended for less than 12 months will be permitted to re-enroll in the program from which they were suspended provided they have not been required to withdraw in accordance with the Faculty's published Academic Standing regulations.
- g. If the suspension is for 12 months or more, the respondent must apply for readmission to the university. Refer to the *University Calendar* for more information on admission and readmission.
- h. Any course work completed at any institution during the period of suspension will not be accepted as credit towards an individual's degree or other accreditation, or for admission to a program, or other certification at this university.

## 7. Expulsion

- a. Expulsion is a complete withdrawal from the university for an indefinite period of time.

- b. Expulsion will be noted in the respondent's academic file in the Faculty in which they are registered, as a negative service indicator in the student's central academic record and on the student's transcript in perpetuity.
- c. The respondent will receive credit for any course passed before the effective date of the expulsion. Withdrawals resulting from a decision of expulsion will show as grades of "W" on the respondent's transcript and will remain part of their central academic record.
- d. A respondent will be withdrawn from all courses as of the date of expulsion; the fee refund dates outlined in the *University Calendar* will apply.
- e. The respondent may, after no less than four years have elapsed, petition the Provost to be readmitted. The petition must include a description, with supporting evidence, of how circumstances have changed since the decision expelling the student was made. On receiving the request, the Provost will consult with the Student Conduct Officer and the Faculty/College from which the respondent was expelled. The decision is final and not subject to appeal.
- f. Any course work completed at any institution during the period of expulsion will not be accepted as credit towards a student's degree or other accreditation, or for admission to a program, or any other certification at the University of Alberta.

## **8. Suspension of a Degree**

- a. Upon suspension of a degree the original award of a degree will be removed from the student's central academic record and the transcript will show that the degree has been suspended until the student meets the requirements of the university to clear the suspension.
- b. If at the end of the time specified by a discipline decision, the student has met the requirements of the Student Conduct Officer or the Student Academic Misconduct Appeal Panel to clear the suspension, the original award will be restored to the student's central academic record with the original date. The record of the suspension will be removed from the transcript.
- c. If, at the end of the time specified in a discipline decision, the student has not met the requirements of the Student Conduct Officer or the Student Academic Misconduct Appeal Panel to clear the suspension, the record of the suspension of the degree will not be removed. The original award will remain perpetually deleted from the student's central academic record.
- d. The Student Conduct Officer or the Student Academic Misconduct Appeal Panel may recommend to the Provost that the university publish notification of the

suspension of a degree. In the case of a professional degree, this would include notification to the appropriate professional body. The decision of the Provost respecting this recommendation shall be deferred until any appeal is heard and decided. The decision of the Provost is final and binding.

## **9. Rescission of a Degree**

- a. Rescission of a degree means that the original award of a degree will be perpetually deleted from the student's central academic record. The student's transcript will indicate that the degree has been rescinded.
- b. The Student Conduct Officer may recommend to the Provost that the university publish notification of the rescission of the degree. In the case of a professional degree, this would include notification to the appropriate professional body. The Provost's decision to act on this recommendation shall be deferred until an appeal is heard and decided.

## Definitions

<p>Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use.</p>	
<p><b>Academic and scholarly activities</b></p>	<p>Includes, but is not limited to, course elements, conferences, presentations, publications, research, training, field work, or any other activity that is part of the academic mission of the university.</p>
<p><b>Academic credentials</b></p>	<p>Any University of Alberta certification of completion and/or proficiency, including but not limited to: degrees, diplomas, certificates, badges, credits and any other form of accreditation granted by the university.</p>
<p><b>Academic File</b></p>	<p>The file detailing a Student's academic progress held in the office of the Faculty in which the Student is enrolled and, for graduate students, in the office of the Department (or in non-departmentalized Faculties, the Faculty) responsible for delivery of the graduate program.</p>
<p><b>Academic integrity</b></p>	<p>Academic integrity refers to the expectations that every member of an academic community will conduct their studies, research, and teaching with the highest standards of ethical conduct. The International Center for Academic Integrity, through their fundamental values project, defined six values that are foundational to all academic work: honesty, trust, fairness, respect, responsibility, and courage. Those values should be kept in mind while reading this policy.</p> <p><a href="https://academicintegrity.org/images/pdfs/20019_ICAI-Fundamental-Values_R12.pdf">https://academicintegrity.org/images/pdfs/20019_ICAI-Fundamental-Values_R12.pdf</a></p> <p>When a student engages in academic misconduct and, therefore, fails to uphold the values of academic integrity, the merit, contribution to, or the value of the student's work is distorted. This may confer an unfair academic advantage on that student that is unavailable to other students doing that same work honestly and in accordance with the values of academic integrity.</p>
<p><b>Academic misconduct</b></p>	<p>Prohibited conduct as set out in Schedule A of the <i>Student Academic Integrity Policy</i>.</p>

<b>Advisor</b>	An individual who assists a respondent during the disciplinary process. Assistance may be provided by the Office of the Student Ombuds, Student Legal Services, legal counsel or another advisor chosen by the respondent.
<b>Application-related misconduct</b>	Misconduct committed by a student while applying to enter a program. The prohibited conduct outlined in the <i>Code of Applicant Behaviour</i> .
<b>Balance of probabilities</b>	The standard of proof required to find a violation of this policy. This standard requires that it is more likely than not, based on the available evidence, that the respondent was in violation of this policy.
<b>Central academic record</b>	A continuing record maintained by the Office of the Registrar, where all matters relating to courses, grades, and academic standing and probation are permanently recorded. Transitory notations, such as service indicators are also noted in the central academic record while they are in effect.
<b>Course element</b>	Any activity or work product submitted for evaluation in a course or program of study including, but not limited to, written or oral exams, quizzes, assignments, presentations, papers, practicums, theses, dissertations, and labs.
<b>Dean</b>	<p>“Dean” means</p> <ul style="list-style-type: none"> <li>● the Dean of the Faculty, or their delegate, in which a course is offered when the allegation of academic misconduct occurs in a course element, or</li> <li>● the Dean of the Faculty, or their delegate, to which a student applied or has applied, for application-related offences, or</li> <li>● the Dean of the Faculty, or their delegate, in which the student is enrolled, in all other cases</li> <li>● The Registrar or their delegate where a student is enrolled in Open Studies</li> </ul>
<b>Discipline File</b>	The file containing the disciplinary proceedings undertaken in relation to a Student, including but not limited to, the charges laid, the evidence collected, any non-adjudicative or educational agreements and their outcomes, and the findings, if any, of the

	<p>decision-maker. Discipline Files are held electronically and are added to as cases progress through the process described in the Student Academic Misconduct Procedure and the Student Academic Misconduct Appeal Procedure. Discipline Files held by Faculty and Department offices must be kept separate from Academic Files, but in cases where a Student has been found to have committed an offence of Inappropriate Academic Behaviour, a copy of the final decision may be kept with the Student's Academic File.</p>
<b>Hearing</b>	<p>The opportunity for students to provide or respond to information, arguments, and evidence in a complaint process. A hearing can take the form of written document exchange and/or one or more oral meetings, either virtual or in-person, with the decision maker.</p>
<b>Instructor</b>	<p>An individual who is responsible for the administration of a University course or program of study, including but not limited to: the individual who taught the course, a course coordinator, a lab instructor, course captain, graduate supervisor, or supervisory committee chair. "Instructor" should be interpreted broadly to include any individual responsible for the assessment of student academic performance in a course or program of study.</p>
<b>Learning environment</b>	<p>The learning environment is to be understood broadly to encompass all aspects of university life. It includes:</p> <ul style="list-style-type: none"> <li>● physical and virtual spaces where university teaching, learning, work, research, residence, recreational and social activities take place;</li> <li>● University activities, events and functions, including, but not limited to, teaching, research, studying, work, administration, meetings, public service, travel, conferences, and training; public lectures, performances, student group events, and social or sports activities.</li> </ul>
<b>Negative service indicator</b>	<p>A transitory notation that can be placed on a student's central academic record during the period it is in effect. Service indicators assist staff in the provision or restriction of services but do not appear on a transcript. Negative service indicators can be used for financial, disciplinary or other extraordinary matters. Examples</p>

	include but are not limited to: parking fines, library fines, disciplinary fines, orders of restitution, suspension, and exclusions.
<b>Non-disciplinary accountability options</b>	Collaborative facilitated processes to explore personal accountability options outside of a complaint. Designed to assist an individual in identifying and ameliorating negative consequences of their behaviour and/or to align their academic success with the principles of academic integrity,, non-disciplinary accountability options are intended to be flexible and creative, and may include, but are not limited to: remedial, restorative, and other facilitated processes to create space for accountability, with or without a complaint.
<b>Procedural fairness</b>	The elements of the process used by a decision-making body authorized by statute or policy to make a decision that affects an individual's rights, privileges, or interests, that give effect to an individual's right to reasonable notice of the case to meet, the opportunity to respond and the right to an impartial decision maker.
<b>Provost</b>	Provost and Vice-President (Academic) or delegate.
<b>Reasonable accommodation/ reasonably accommodated</b>	Accommodation is the process of making reasonable adjustments to the delivery of services and the conditions of employment in order to reduce or eliminate the impact of discriminatory rules, policies, practices, standards, or decisions, which have an adverse impact on an individual or group of individuals based on a characteristic or perceived characteristic referenced in the protected grounds. The university has a duty to reasonably accommodate individuals who experience barriers in their working and learning environment by reason of a protected ground to the point of undue hardship. The threshold of undue hardship is high and implicitly contemplates that some degree of hardship – including labour, resources and challenge – is acceptable. Undue hardship is assessed on a case-by-case basis.

<b>Respondent</b>	A person responding to an appeal to the Student Misconduct Appeal Panel.
<b>Severe Sanctions</b>	Sanctions which directly affect a student's participation in their academic program or which affect the student's degree, including Suspension from an academic program, Expulsion from the university, Suspension of a degree, and Rescission of a degree.
<b>Student</b>	<p>An individual who is or has been registered as a student at the university whether or not for credit and includes current undergraduate and graduate students, postgraduate learners, former students, and graduates who have received a degree, diploma or certificate from the university.</p> <p>An individual ceases to be an applicant, and becomes a student when 1) they register for courses and 2) the add/delete deadline, as published in the <i>Calendar</i>, has passed. Application-related offences discovered after the individual becomes a student will be addressed under the <i>Student Academic Integrity Policy</i> or <i>Student Conduct Policy</i>.</p>
<b>Student Misconduct Appeal Panel</b>	The decision-making body authorized to hear appeals of the decisions of the Dean or the Student Conduct Officer.
<b>Student Conduct Officer</b>	The person responsible for making a decision on Faculty Decision-Maker recommendations for severe sanctions under the <i>Academic Integrity Policy</i> .
<b>Transcript</b>	A student's official academic record issued by the Office of the Registrar and bearing the signature of the Registrar. Information for the transcript is drawn from the central academic record. Information included on the University of Alberta transcript is found in the University Calendar.

## Related Links

### Information

- [International Center for Academic Integrity.](#)
- [Electronic Communication Policy for Students and Applicants](#)
- [University Calendar](#)

### Sources of on-campus assistance

- [Office of the Dean of Students](#)
- [Office of the Student Ombuds](#)
- [Student Legal Services](#)
- [Students' Union \(SU\)](#)
- [Graduate Students' Association \(GSA\)](#)
- [l'Association des Universitaires de la Faculté Saint-Jean \(AUFSJ\)](#)
- [Augustana Students' Association](#)

### Other related policies

- [Code of Applicant Behaviour](#)
- [Discrimination, Harassment and Duty to Accommodate Policy](#)
- [Information Technology Use and Management Policy](#)
- [Practicum Intervention Policy](#)
- [Protocol for Urgent Cases of Violent, Threatening or Disruptive Behaviour](#)
- [Research and Scholarship Integrity Policy](#)
- [Residence Community Standards](#)
- [Sexual and Gender-Based Violence Policy](#)
- [Student Conduct Policy](#)
- [Student Groups Procedure](#)

If any of the links are broken, please contact [uappol@ualberta.ca](mailto:uappol@ualberta.ca)

## Published Procedures of This Policy

- Student Academic Misconduct Procedure
- Student Academic Misconduct Appeal Procedure

DRAFT

Original Approval Date:

Most Recent Approval:

Most Recent Editorial Date:

Parent Policy: **Student Academic Integrity Policy**

## Document 2:

### Student Academic Misconduct Procedure

<b>Office of Administrative Responsibility:</b>	Vice Provost and Dean of Students
<b>Approver:</b>	General Faculties Council
<b>Scope:</b>	This procedure applies to all University of Alberta <b>students</b> as defined in this policy.

#### Overview

As an institution of higher learning, the University adopts procedures that reflect its academic mission, that is, they aim to foster a vibrant and supportive **learning environment**, and, wherever possible, encourage rehabilitation, learning, remediation and personal accountability for students who have contravened the *Student Academic Integrity Policy*.

**Nondisciplinary accountability options** for resolution are also available, including remedial, restorative, and other facilitated processes to create space for accountability, with or without a complaint.

The **student** cycle at the University necessitates a timely way to address conduct that negatively affects the University community and the learning environment. Students engaged in a process under this policy need clarity as to outcomes and to have the matter addressed expeditiously and fairly.

#### Purpose

The purpose of this procedure is to:

- describe how any person may bring forward a potential **academic integrity** concern;
- set out the recommendations the Instructor may make to the **Dean** for addressing a potential academic integrity concern;
- describe the procedure for the Dean for addressing a potential academic integrity concern, including initiating a complaint;
- set out resources for non-disciplinary accountability options;
- describe the procedures for the **Student Conduct Officer**;
- set out the right to appeal the decision of a Dean or Student Conduct Officer to the **Student Academic Misconduct Appeal Panel**
- describe the service of documents related to the complaint.

## Responsibilities

1. Students are solely responsible for the academic integrity of all work submitted under their name in their courses, programs, and other scholarly activities.
2. **Instructors** are responsible for encouraging and promoting academic integrity education as it relates to the **course elements** in their course and identifying potential violations.
3. Deans and Student Conduct Officers are responsible for monitoring any non-disciplinary accountability agreements they arrange, and administering and monitoring any conditions or sanctions they impose.

## Procedure

### 1. Raising Academic Integrity Concerns

- a. Anyone may raise an academic integrity concern by bringing the concern to the Instructor or, where an Instructor cannot be identified, to the relevant Dean, and should do so as soon as possible after becoming aware of the concern.
- b. The Instructor may raise an academic integrity concern with a student and make any inquiries about the concern as they deem appropriate.

### 2. Instructor's Recommendations to the Dean

a. As soon as possible after becoming aware of a potential violation of the *Academic Integrity Policy*, the Instructor will provide to the Dean a detailed account of the events that transpired, a brief explanation for their recommendations and supporting documentation or other information relevant.

b. The Instructor may recommend to the Dean that the academic integrity concern be addressed through

i. non-disciplinary accountability options; or

ii. a complaint process.

c. The Instructor may also include suggestions for specific non-disciplinary or disciplinary outcomes, depending on the overall approach they have chosen to recommend. If a non-disciplinary accountability option is recommended, the Instructor should include any ways in which they would be willing to participate.

### **3. Procedures to Decide Academic Integrity Pathway**

a. Upon receiving an academic integrity concern, the Dean will consider the information and the instructor's recommendation, if any, related to the academic integrity concern.

b. As soon as possible, the Dean will

- offer the student the opportunity to provide a brief written explanation, in a timely way, for their views on whether the concern should be addressed through non-disciplinary accountability options or through a complaint;
- offer the student the opportunity to provide any information to the Dean that is relevant to the decision on how to address the concern; and
- advise the student that they may consult with and be accompanied by an **advisor** at any point during an academic integrity process and provide the student with information about on-campus assistance.

c. The Dean may also offer to meet with the student, in-person or virtually.

d. In deciding how to address the academic integrity concern, the Dean may consider

- the information and the Instructor's recommendation, if any, related to the academic integrity concern;

- the views and information provided by the student;
- the student's participation in a prior non-disciplinary accountability option and/or prior history of policy violations, if any; and
- any other relevant information.

e. While the Dean will consider the instructor's recommendation and the views of the student as to how to address the academic integrity concern, the Dean is not bound by that recommendation or those views.

#### **4. Non-Disciplinary Accountability Options**

a. Where the Dean offers to address the academic integrity concern through non-disciplinary accountability options, the Dean will, in consultation with the student, determine what actions or assignments the student will undertake in order to

- i. educate and develop the student's understanding of the harms caused by academic misconduct and the importance of academic integrity; and
- ii. develop the student's knowledge, skills and abilities to enable them to align their behaviour with the fundamental values of academic integrity.

b. The actions and assignments will be set out in writing and agreement confirmed by the Dean and the student. The actions and assignments need to be specific and measurable and a date for their completion must be specified in the agreement. These agreements should not involve the original instructor in the course without their agreement.

c. The Dean will monitor the student's performance of the actions and assignments and may, in writing, agree to extend any timelines set out in the agreement.

d. The Dean will determine whether and when the student has successfully completed the actions and assignments by the timelines in their agreement. If the student disagrees with the Dean's determinations in any of these respects, the student may, within 5 working days of the decision, apply to a Student Conduct Officer for a decision on whether or not the terms of the agreement have been met. The Student Conduct Officer's decision is final.

e. Where the Dean determines that the student has successfully completed the actions and assignments as agreed, the Dean will confirm the student's successful completion of the non-disciplinary accountability option to the student's Faculty.

f. Where the Dean determines that the student has not successfully completed the actions or assignments as agreed, and following a decision by the Student Conduct Officer on any challenge by the student under Section 4d, the Dean will refer the matter to a Faculty Decision-Maker to address the academic integrity concern through the complaint process.

g. No information gathered in the course of carrying out a non-disciplinary accountability option will be used against a student in the complaint process.

h. A Dean may consider the student's successful completion of the actions and assignments in their agreement to determine whether any subsequent allegation of an academic integrity concern should be addressed through non-disciplinary accountability options or a complaint process.

i. A Faculty Decision-Maker may consider the student's successful completion of the actions and assignment in their agreement when determining a sanction, when a complaint process is used to address a subsequent academic integrity complaint.

j. Where the student completes their educational and/or non-disciplinary accountability expectations successfully, the academic integrity concern will be considered resolved and cannot subsequently be referred for a decision under the complaint process.

## **5. Complaint Process for Faculty Decision-Makers**

a. Where the Dean decides to address the academic integrity concern through the complaint process, the Dean will assign a Faculty Decision-Maker.

b. The Faculty Decision-Maker will

i. Offer the student a **hearing** to determine whether the student agrees with or disputes the facts of the academic integrity concern as disclosed by the instructor.

ii. The offer of a hearing will include

1. The purpose of the hearing,
2. The student's right to an advisor,
3. Reasonable disclosure of relevant information related to the academic integrity concern, and
4. Choice of hearing format, for example, written document exchange, or virtual or in-person meeting.

c. If the student disputes the facts, the Faculty Decision-Maker will review the matter further by talking with the relevant parties and complete any necessary investigation to arrive at a finding,

on a balance of probabilities, as to whether the student is in violation of the *Academic Integrity Policy*.

d. Only where the Faculty Decision-Maker has found the student to be in violation, prior to imposing a sanction, the Faculty Decision-Maker will

i. check to determine if the student has previously violated the *Student Academic Integrity Policy* or is or has been involved in any voluntary accountability options.

ii. only consider the student's previous violation or involvement in a voluntary accountability option for the purpose of determining an appropriate sanction.

e. Where the Faculty Decision-Maker determines, on a balance of probabilities, that the student has violated the *Student Academic Integrity Policy*, or where the student does not dispute the facts, the Faculty Decision-Maker may impose one or more of the following sanctions as set out in Schedule B of the *Student Academic Integrity Policy*, and specify any conditions or starting dates required by the following sanctions:

- Academic Integrity Conditions
- Grade Sanctions
- Reprimand
- Rescission of Admission Offer
- Refusal to Consider Application

f. In the event that the student refuses or fails to provide a response to the academic integrity concern within a specified period of time, the Faculty Decision-Maker will make a decision, which may include one or more sanctions, taking into account the available evidence.

g. The Faculty Decision-Maker will communicate their decision in writing to the student, normally within six weeks of receiving the complaint. The decision will include:

- a finding on whether the student is in violation of the *Academic Integrity Policy*,
- the sections of Schedule A of the *Student Academic Integrity Policy*, if any, the student is found to have violated,
- which sanctions, if any, they are imposing,
- any conditions imposed as part of those sanctions,
- any recommendation to the Student Conduct Officer, where applicable,
- the reasons for the findings and sanctions,
- the student's right to appeal, and
- the appeal deadline if there is no referral to the Student Conduct Officer.

h. The Faculty Decision-Maker will refer the case to a Student Conduct Officer where the Faculty Decision-Maker seeks to apply any of the following, which are considered to be **Severe Sanctions**:

- Suspension from an Academic Program
- Expulsion
- Suspension of a Degree
- Recission of a Degree

i. In making a referral to a Student Conduct Officer, the Faculty Decision-Maker will forward their decision, all relevant information and submissions collected or received by them and reasons for their recommendation of the above sanctions to the Student Conduct Officer.

## 6. Complaint Process for Student Conduct Officers

a. After receiving a recommendation from a Dean, the Student Conduct Officer will offer the student a hearing. The offer of a hearing will include:

- i. The purpose of the hearing,
- ii. The student's right to an advisor,
- iii. A description of the recommended sanction(s) and their implications, and
- iv. Reasonable disclosure of any information forwarded in support of the Faculty Decision-Maker's recommended sanctions and the reasons for the recommendation.

b. Where the student accepts the facts as laid out in the Faculty Decision-Maker's decision, the Faculty Decision-Maker's decision is confirmed and the student may make written or oral submissions about the recommended sanction(s) and their impact.

c. Where the student contests facts as laid out in the Faculty Decision-Maker's decision or the Faculty Decision-Maker's interpretation of the facts, the student may provide the Student Conduct Officer with a written or oral response to the Faculty Decision-Maker's decision along with any relevant information or supporting documents.

- i. The Student Conduct Officer may, at their discretion, engage in further investigation as necessary.
- ii. When the Student Conduct Officer is satisfied they have access to all of the available evidence, they will determine, on a balance of probabilities, whether the student was in violation of the *Academic Integrity Policy* ("Violation") or the violation was not established ("No Violation").

f. If a student declines the hearing, either directly or through missing a reasonable deadline for the hearing, the Student Conduct Officer will confirm the Faculty Decision-Maker's decision and proceed to a consideration of the recommended sanction(s).

g. Where the Faculty Decision-Maker's decision is confirmed, the Student Conduct Officer will determine sanctions, if any, from the list in Appendix B of the *Student Academic Integrity Policy*. The Student Conduct Officer will take into account:

- i. the recommendation of the Faculty Decision-Maker,
- ii. what they learned from the student,
- iii. the available supporting information, and
- iv. other relevant factors, including applicable prior conduct history.

h. The Student Conduct Officer will specify any starting dates, conditions or other details required for the sanctions imposed.

i. Any sanctions imposed by the Faculty Decision-Maker will stand unless the Student Conduct Officer finds that the student was not in violation of the *Academic Integrity Policy*.

- i. Where the Student Conduct Officer finds no violation, the earlier decision by the Faculty Decision-Maker will be set aside and, where applicable, the course element will be marked and factored into the student's final grade.

j. The Student Conduct Officer will communicate their decision in writing to the student, normally within six weeks of receiving the referral. The decision will include:

- whether the Faculty Decision-Maker's decision is confirmed or set aside,
- The sections of Schedule A of the *Student Academic Integrity Policy*, if any, the student is found to have violated,
- an overview of the evidence and arguments considered,
- information, including any history of related violations, that may have been influential in determining the appropriateness of the sanction(s),
- any sanctions imposed,
- any conditions imposed as part of those sanctions,
- the reasons for the findings and sanctions,
- information regarding deadlines and procedures for appeal, and
- a list of on-campus assistance.

k. Where the Student Conduct Officer is not able to provide the written decision within the timeline noted above, the Student Conduct Officer will give the student and the Faculty Decision-Maker written notice of the anticipated timeline for the decision.

l. The Student Conduct Officer's decision is subject to appeal by both the student and the Faculty Decision-Maker, as set out in the *Student Academic Misconduct Appeal Procedure*.

j. The Student Conduct Officer's decision is final and takes effect immediately, subject to an appeal under the *Student Academic Misconduct Appeal Procedure*.

## 8. Complaint Service and Notice

a. The Faculty Decision-Maker and, if applicable, the Student Conduct Officer will send their decision electronically to the

- i. student,
- ii. instructor who raised the academic integrity concern,
- iii. Dean of the College and/or Faculty in which the student is registered,
- iv. if applicable, student's advisor and Graduate Coordinator, and
- v. Appeals and Compliance Coordinator.

b. In addition, the Student Conduct Officer will provide a copy of the decision for information to the:

- i. Faculty Decision-Maker who referred the matter to the Student Conduct Officer,
- ii. Office of General Counsel, and
- iii. Vice Provost and Dean of Students.

c. All decisions will be communicated using university accounts. See the *Electronic Communication Policy* for Students and Applicants in the *University Calendar*. Where a student's advisor does not have a university account, the student may forward the decision to their advisor.

d. The Faculty Decision-Maker and/or Student Conduct Officer may also provide a copy or excerpts of the decision to any other University of Alberta unit as may be appropriate to administer the sanction or for other authorized purposes, for example, to units including, but not limited to, the following:

- i. The Office of the Registrar where a sanction is to be noted on the student's central academic record or transcript,
- ii. The partner institution for programs jointly offered with that partner institution, when the violation relates to the student's conduct at that partner institution.

## 11. Records

Records of sanctions (disciplinary records) will be kept in accordance with the applicable records retention procedures. Any record of completed expectations as laid out in a non-disciplinary accountability option will be expunged upon completion of the student's academic program or upon the normal date of file destruction, whichever comes first.

## Definitions

<p>Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use.</p>	
<p><b>Academic integrity</b></p>	<p>Academic integrity refers to the expectations that every member of an academic community will conduct their studies, research, and teaching with the highest expectations of ethical conduct. The International Center for Academic Integrity, through their fundamental values project, defined six values that are foundational to every academic community: honesty, trust, fairness, respect, responsibility, and courage. Those values should be kept in mind while reading this policy.</p> <p><a href="https://academicintegrity.org/images/pdfs/20019_ICAI-Fundamental-Values_R12.pdf">https://academicintegrity.org/images/pdfs/20019_ICAI-Fundamental-Values_R12.pdf</a></p> <p>When a student engages in academic misconduct and, therefore, fails to uphold the values of academic integrity, the student’s merit, contribution to or the value of the student’s work is distorted. This may confer an unfair academic advantage on that student that is unavailable to other students doing that same work honestly and in accordance with the values of academic integrity.</p>
<p><b>Advisor</b></p>	<p>A person who assists a complainant or respondent during the disciplinary process. Assistance may be provided by the Office of the Student Ombuds, Student Legal Services, legal counsel or another advisor chosen by the respondent.</p>
<p><b>Dean</b></p>	<p>“Dean” means</p> <ul style="list-style-type: none"> <li>● the Dean of the Faculty, or their delegate, in which a course is offered when the allegation of academic misconduct occurs in a course element, or</li> <li>● the Dean of the Faculty, or their delegate, to which an applicant has applied, for application-related offences, or</li> <li>● the Dean of the Faculty, or their delegate, in which the student is enrolled, in all other cases</li> <li>● The Registrar or their delegate where a student is enrolled in Open Studies.</li> </ul>

<b>Faculty Decision-Maker</b>	The individual the Dean has delegated to hear and decide an academic integrity complaint.
<b>Instructor</b>	An individual who is responsible for the administration of a University course or program of study, including but not limited to: the individual who taught the course, a course coordinator, a lab instructor, course captain, graduate supervisor, or supervisory committee chair. "Instructor" should be interpreted broadly to include any individual responsible for the assessment of student academic performance in a course or program of study.
<b>Learning environment</b>	The learning environment is to be understood broadly to encompass all aspects of University life. It includes: • physical and virtual spaces where University teaching, learning, work, research, residence, recreational and social activities take place; • University activities, events and functions, including, but not limited to, teaching, research, studying, work, administration, meetings, public service, travel, conferences, and training; public lectures, performances, student group events, and social or sports activities.
<b>Non-disciplinary accountability options</b>	Collaborative facilitated processes to explore personal accountability options outside of a complaint. Designed to assist a person in identifying and ameliorating negative consequences of their behaviour, non-disciplinary accountability options are intended to be flexible and creative, and may include, but are not limited to: restorative practices, transformative justice, culturally-specific and appropriate practices, peacemaking circles, as well as educational and other voluntary facilitated resolution options.
<b>Severe Sanctions</b>	Sanctions which directly affect a student's participation in their academic program or which affect the student's degree, including: Suspension from an academic program, Expulsion from the university, Suspension of a degree, and Rescission of a degree.

<p><b>Student</b></p>	<p>A person who is or has been registered as a student at the University whether or not for credit and includes current Undergraduate and Graduate Students, postgraduate learners, former Students, and graduates who have received a Degree, diploma or certificate from the University.</p> <p>A person ceases to be an applicant, and becomes a student when they register for courses and the registration deadline, as published in the <i>Calendar</i>, has passed. Application-related offences discovered after the person becomes a student will be addressed under the <i>Student Academic Integrity Policy</i> or <i>Student Conduct Policy</i>.</p>
<p><b>Student Misconduct Appeal Panel</b></p>	<p>The decision-making body authorized to hear appeals of the decisions of the Dean or the Student Conduct Officer.</p>
<p><b>Student Conduct Officer</b></p>	<p>The person responsible for making a decision on Faculty Decision-Maker recommendations for severe sanctions under the <i>Academic Integrity Policy</i>.</p>
<p><b>Hearing</b></p>	<p>The opportunity for a student to provide or respond to information, arguments, and evidence in a complaint process. A hearing can take the form of written document exchange and/or one or more oral meetings, either virtual or in-person, between the decision maker and each of the parties and witnesses.</p>

## Related Links

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If any of the links are broken, please contact [uappol@ualberta.ca](mailto:uappol@ualberta.ca)

**Original Approval Date:**

**Most Recent Approval:**

**Most Recent Editorial Date:**

**Parent Policy: Student Academic Integrity Policy**

## Document 3:

# Student Academic Misconduct Appeal Procedure

<b>Office of Administrative Responsibility:</b>	University Secretary
<b>Approver:</b>	Board of Governors
<b>Scope:</b>	This procedure applies to all University of Alberta <b>students</b> as defined in the <i>Student Conduct Academic Integrity Policy</i> .

## Overview

As an institution of higher learning, the university adopts procedures that reflect its academic mission, that is, it aims to ensure the integrity of grades, credits, credentials, diplomas, certificates, degrees and other accreditations granted by the university, as well as research and scholarly conduct associated connected to our community . The University is committed to **procedural fairness** and **equity-informed practice** to reduce harm throughout the student academic integrity process.

Section 31 of the *Post-Secondary Learning Act (PSLA)* gives General Faculties Council (GFC) authority to discipline students, "subject to a right of appeal to the board".

To fulfill this appeal function, the Board has adopted and approved this *Student Academic Misconduct Appeal Procedure* and has delegated the powers and functions in the appeal process to the persons identified in this procedure.

## Purpose

This procedure sets out:

- the right of appeal;
- the timelines within which to initiate an appeal and the required content of an appeal;
- the composition of the **Student Misconduct Appeal Panel** (the “Appeal Panel”) and the manner in which the Appeal Panel is constituted;
- the required training of the Appeal Panel members;
- the procedures for an appeal;
- the process used to address procedural requests;
- the procedures and powers of the Appeal Panel; and
- the service of documents related to the appeal.

## Procedure

### 1. Right of Appeal

- a. The student has the right to appeal disciplinary decisions made by the Faculty Decision-Maker and of the Student Conduct Officer under the *Student Academic Integrity Policy*. Should a decision by the Faculty Decision-Maker be referred to the Student Conduct Officer with a recommendation for a severe sanction, the appeal of the Faculty Decision-Maker’s decision will be delayed until the Student Conduct Officer has completed their decision. Both the Faculty and the student have a right to appeal the final decision of the Student Conduct Officer. All appeals to the Appeal Panel must be submitted within 15 working days of the deemed receipt of the relevant decision. Where the student has appealed a decision, the Faculty Decision-Maker who made the original decision will act in response for appeals of both their and the Student Conduct Officer’s decisions.
- b. An **appellant** may appeal the decision of a decision maker on the following grounds:
  - i. The decision maker erred in their decision as to whether or not they had jurisdiction to apply the *Student Academic Integrity Policy*;
  - ii. The decision maker made an error in the finding of violation or no violation; and/or
  - iii. The decision maker did not meet the duty of procedural fairness for reasons including, but not limited to:

1. The appellant was not given a reasonable opportunity to provide information to the decision maker;
  2. The appellant was not given a reasonable opportunity to respond to evidence or statements contrary to their account;
  3. The decision maker was biased; and/or
  4. Any other denial of procedural fairness.
- c. The student may appeal the decision of the decision maker on any of the grounds set out in (b) above and on any other grounds, including but not limited to:
- i. The sanction is outside of a reasonable range, given the nature of the violation, and/or
  - ii. Other specified grounds for the appeal.
- d. The appeal will be based on the **record** which was before the decision maker.
- e. The Appeal Panel will determine whether:
- i. The decision maker's decision contained errors to the extent that those errors would have a material effect on the outcome of the decision; or
  - ii. The sanctions imposed by the decision maker were unreasonable in the circumstances.

## 2. Initiating an Appeal

- a. An appellant or respondent may seek assistance from an **advisor** throughout an appeal process.
- b. Any appeal of the decision of the decision maker must be submitted to the **Appeals and Compliance Coordinator** within 15 working days of the deemed receipt of the decision.
- c. The written appeal must state the grounds for the appeal and include all available arguments, evidence or objections in support of the appeal.
- d. An appeal can be withdrawn at any time prior to the **appeal hearing**.

## 3. Appeal Panel Members

- a. For each appeal hearing the Appeal Panel will consist of one academic staff member as chair and two students. All Appeal Panel members (academic staff members and students) will be elected by GFC. In selecting members of the Appeal Panel, GFC will attempt to keep the membership of the Appeal Panel as broadly representative as possible given the available pool of candidates.
- b. GFC will elect a roster of up to seven academic staff members to serve as chairs of particular appeal hearings ("Roster of chairs"). The Appeal Panel chairs will serve a term of up to four years.
- c. GFC will elect a roster of 10 undergraduate students and 6 graduate students ("Roster of Students"). All student members will be elected to serve a term of up to two years and are eligible for re-election.
- d. When constituting the Appeal Panel, members will be chosen from the rosters listed above. The Appeals and Compliance Coordinator will endeavour to ensure that the Appeal Panel chair and members are impartial and free from conflicts of interest.
- e. When an appeal hearing involves an undergraduate student, the Appeal Panel will include at least one undergraduate student. When an appeal hearing involves a graduate student, the Appeal Panel will include at least one graduate student. For the purposes of selection and service on the Appeal Panel, graduate students are considered to be from the Faculty where they receive supervision. Students who are in any joint graduate/undergraduate degree program (e.g., the joint MBA/LLB program) are considered to be graduate students for the purpose of service and selection on the Appeal Panel.
- f. Any Appeal Panel member who has been called to serve on the Appeal Panel for a particular case must complete their service on that case even if their term on an Appeal Panel expires or, in the case of student members, a student graduates or changes status from undergraduate to graduate.

#### Alternates

- g. If all Appeal Panel chairs are unable to serve, the Appeals and Compliance Coordinator may complete an Appeal Panel by selecting a member of the GFC AAC Panel of Chairs.
- h. If all student members from the Roster of Students are unable to serve, the Appeals and Compliance Coordinator may complete an Appeal Panel by selecting either one full-time undergraduate student or one full-time graduate student, from the GFC AAC Panel of Students.

## **4. Mandatory Training for Appeal Panel Members**

- a. All Appeal Panel chairs, members and alternates must have completed the training outlined in the *Student Academic Integrity Policy* before hearing any appeals.
- b. At the discretion of the chair, having regard to **equity-informed practices**, new Appeal Panel members may attend any oral appeal hearing as observers for training purposes. Delegates of the Office of General Counsel may also attend any oral appeal hearing as an observer.

## 5. Procedures for an Appeal

- a. On receiving an appeal, the Appeals and Compliance Coordinator will be responsible for collecting and distributing documents to both parties and providing each party with the opportunity to respond to all relevant issues raised in any procedural request, appeal submission, response, the record, and the Faculty Decision-Maker's and/or Student Conduct Officer's decision.
- b. As documents and materials become available, the Appeals and Compliance Coordinator will:
  - i. Provide to the appellant:
    - 1. Confirmation of receipt of the appeal;
    - 2. A list of on-campus resources;
    - 3. A copy of the record before the Appeal Panel and the opportunity to submit any supplemental appeal arguments and/or material arising from the record within 15 working days of receiving the record;
    - 4. The response to the appeal, and notice that the appellant may reply only to any new issues or materials contained in the response (appellant's reply) within 5 working days of receiving notice;
    - 5. The respondent's reply; and
    - 6. Any procedural requests from the appeal respondent and notice that the appellant may, within 5 working days of receiving notice, submit a response to the procedural request.
  - ii. Provide to the **respondent**:
    - 1. The appeal, the record, and any supplemental appeal arguments and/or material submitted by the appellant (the full appeal);
    - 2. A list of on-campus resources;

3. Notice that the response to the full appeal must be submitted within 15 working days of receiving the full appeal;
  4. If applicable, the appellant's reply, and notice that the respondent may reply only to any new issues or materials contained in the appellant's reply within 5 working days (respondent's reply); and
  5. Any procedural requests from the appellant and notice that the appeal respondent may reply to the procedural request within 5 working days.
- c. The appellant and respondent must provide the name of their respective advisors to the Appeals and Compliance Coordinator.
  - d. The Appeals and Compliance Coordinator is responsible for organizing and administering the appeal hearing. Accordingly, the Appeals and Compliance Coordinator will:
    - i. select a chair for the appeal hearing;
    - ii. provide the parties with the name of the proposed chair and the names of all student members of the Appeal Panel;
    - iii. set the date(s) for the appeal hearing in consultation with the Appeal Panel chair. Normally, appeal hearings will be scheduled within 6 weeks from the date the appeal was received;
    - iv. where the appeal hearing cannot be scheduled within the timeline noted above, give the parties written notice of the anticipated date for the appeal hearing;
    - v. where both parties have appealed the decision, schedule both appeals to be heard together by the same Appeal Panel at a single appeal hearing; and
    - vi. address any other matter for the purposes of organizing and administering the appeal hearing.
  - e. The Appeals and Compliance Coordinator will constitute the Appeal Panel and provide its members and the parties with:
    - i. the date and time of the appeal hearing;
    - ii. the decision of the Faculty Decision-Maker and/or Student Conduct Officer;
    - iii. the record on which the Faculty Decision-Maker and/or Student Conduct Officer decision was based; and

- iv. all written appeal(s), supplementary appeal arguments and/or material, response(s) and any replies.
- f. The Appeals and Compliance Coordinator will notify the parties of the date and time of the appeal hearing.
- g. The Appeals and Compliance Coordinator may take any other required steps in order to administer the appeal process.

## 6. Procedural Requests

- a. The chair will decide any procedural questions that arise both before and during the appeal hearing, in consultation with the Appeals and Compliance Coordinator. The chair's decision on a procedural request will be decided in writing and may be made without an oral appeal hearing. The chair's decision on a procedural request is final and binding.
- b. Procedural requests must be submitted in writing to the Appeals and Compliance Coordinator and include written reasons to support the request. Where the request affects the other party, the Appeals and Compliance Coordinator will notify the other party and allow them to respond or make submissions on the request before the chair makes a decision.
- c. Procedural requests include, but are not limited to:
  - i. Request that Appeal Panel chair or member not serve on Appeal Panel:
    - 1. After receiving the names of the Appeal Panel members, the parties will have 5 working days to submit a written request that the proposed Appeal Panel chair or member not serve on the appeal.
    - 2. These requests may be made only on the grounds that the proposed Appeal Panel chair or member may have a bias or conflict of interest that would prevent a fair hearing.
    - 3. If the request is granted, the Appeals and Compliance Coordinator will replace the proposed Appeal Panel chair or member with another member who will be selected by rotation wherever possible, from the same constituent group (i.e., academic staff, undergraduate student or graduate student).
  - ii. Request that sanctions be withheld until the appeal is decided:

1. This request must be made within 5 working days from the date the appeal was submitted.
  2. If granted, the Appeals and Compliance Coordinator will direct the Registrar to:
    - a. remove any sanctions from the **central academic record**; and
    - b. withhold degrees, certification of marks and/or **transcripts** pending the outcome of the appeal.
  3. Sanctions will be reinstated if the complaint respondent withdraws their appeal.
- iii. Requests for the Appeal Panel to consider new evidence or information that was not before the Faculty Decision-Maker and/or Student Conduct Officer in the record:
1. The onus is on the party making this request to establish that:
    - a. the new evidence or information is relevant; and
    - b. was not reasonably available at the time of the Faculty Decision-Maker and/or Student Conduct Officer hearing; and
    - c. they made the request as soon as possible after becoming aware of the new evidence or information.
  2. The chair may only grant this request where the test set out in (1) has been satisfied on a balance of probabilities
- iv. Request to vary the format of the appeal hearing(s):
1. Appeal hearings will normally be heard through a document exchange through written submissions to the Appeals and Compliance Coordinator, but either party can request an oral hearing with the Appeal Panel.
  2. This request must be made well in advance of the date set for the appeal hearing.
- v. Request to extend any time limits set out in this procedure;
- vi. Any other procedural request.

## 7. Procedures and Powers of the Panel

- a. The Appeal Panel will consider the entire record, the parties' appeal, response and reply documents, and where applicable, the parties' oral statements made at the appeal hearing before coming to a decision, by majority vote.
- b. In considering their decision, the Appeal Panel will show deference to the Faculty Decision-Maker and/or Student Conduct Officer's decision, particularly with respect to the findings of facts and, accordingly, may only overturn a decision of the Faculty Decision-Maker and/or Student Conduct Officer where it was made on the basis of an error or errors that would have had a material effect on the outcome.
- c. The Appeal Panel has the power to grant an appeal, in whole or in part, only where:
  - i. the appellant establishes that the Faculty Decision-Maker and/or Student Conduct Officer incorrectly
    1. found or did not find a real and substantial link to or material effect on the learning environment;
    2. acted outside of their authority under the *Student Academic Integrity Policy* and/or the *Student Academic Misconduct Procedure*;
    3. defined the elements of a violation; and/or
    4. other similar grounds related to the application or interpretation of *Student Academic Integrity Policy* and/or *Student Academic Misconduct Procedure*.
  - ii. the appellant establishes that the findings of facts made by the Faculty Decision-Maker and/or Student Conduct Officer contain errors, such as
    1. making a finding of fact without any evidence;
    2. considering irrelevant facts;
    3. giving undue weight to certain facts;
    4. misapplying the facts to the elements of a violation in the *Student Academic Integrity Policy*; and/or
    5. other similar ground related to the facts.
  - iii. the appellant establishes that there was a breach of procedural fairness in the Faculty Decision-Maker and/or Student Conduct Officer hearing, such as

1. the appellant was not provided with the opportunity to respond to an allegation or adverse evidence;
  2. the Faculty Decision-Maker and/or Student Conduct Officer did not provide reasonable disclosure of the investigation report;
  3. the Faculty Decision-Maker and/or Student Conduct Officer was not impartial;
  4. the appellant was not provided with information about or sufficient opportunity to secure an advisor;
  5. there were significant and unjustifiable delays in the process to the extent that the fairness of the process was undermined; and/or
  6. other similar ground related to procedural fairness.
- iv. In addition to (c) above, the Appeal Panel may grant an appeal of sanction made by the student only where the appellant establishes that the Faculty Decision-Maker and/or Student Conduct Officer assigned a sanction(s) outside of a reasonable range, having regard to the nature of the violation and other relevant surrounding circumstances.

#### Decision of the Appeal Panel

- d. Where the Appeal Panel grants an appeal, they have the power to do the following:
- i. With respect to an appeal by the Faculty Decision-Maker, the Appeal Panel must remit the matter back to the Faculty Decision-Maker and/or Student Conduct Officer who made the decision or, where appropriate, a different Student Conduct Officer, to remedy the errors and issue a new decision.
  - ii. With respect to an appeal by the student, the Appeal Panel may:
    1. grant the appeal and overturn the decision;
    2. grant the appeal and remit the matter back to the Faculty Decision-Maker and/or Student Conduct Officer who made the decision or, where appropriate, a different Faculty Decision-Maker and/or Student Conduct Officer, to remedy the errors and/or issue a new decision; or
    3. substitute a different sanction.
- e. Decisions of the Faculty Decision-Maker and/or Student Conduct Officer are subject to one appeal only. Amended decisions in which errors have been remedied are not

subject to additional appeal. Where a new decision is issued, that decision may be appealed.

- f. The Appeal Panel does not have the power to overturn a consequence resulting from a failure to meet specified conduct conditions (see *Student Academic Integrity Policy*, Schedule C, “Academic Integrity Conditions”). Any appeal of academic integrity conditions must be made at the time the sanction is imposed and within the time limits set out in the *Student Academic Misconduct Appeal Procedure*. If the conduct conditions are not met, no further appeal is available when the consequence is applied.
- g. The Appeal Panel’s decision is final and is not subject to any further review or reconsideration by any University person or body.
- h. The chair of the Appeal Panel will communicate the decision to the Appeals and Compliance Coordinator, who will, as soon as possible, relay the decision to the parties and their respective advisors.
- i. The chair will normally submit the Appeal Panel’s written reasons for the decision to the Appeals and Compliance Coordinator within 15 working days of reaching the decision. Where the written reasons are delayed, the Appeals and Compliance Coordinator will give written notice to the appellant and appeal respondent.

## **8. Service of Documents**

- a. Any notices, communications, and appeal materials will be sent electronically using University accounts. See the *Electronic Communication Policy for Students and Applicants* in the *University Calendar*.
- b. On receiving the written decision, the Appeals and Compliance Coordinator will send a copy to the following individuals:
  - i. the appellant and respondent, and their respective advisors;
  - ii. the Student Conduct Officer, where the Student Conduct Officer’s decision was appealed;
  - iii. the Vice-Provost and Dean of Students;
  - iv. the Office of General Counsel; and
  - v. members on the Appeal Panel.
- c. The Appeals and Compliance Coordinator may provide a copy or excerpts of the decision to any other University unit as may be appropriate to administer the

sanction or for other authorized purposes, for example, to units including, but not limited to, the following:

- i. where a sanction is to be noted on the student’s central academic record or transcript, the Appeals and Compliance Coordinator will notify the Office of the Registrar;
- ii. where a sanction affects the student’s academic program, the Appeals and Compliance Coordinator will notify the respondent’s College or independent Faculty; and
- iii. in programs jointly offered with another institution, the Appeals and Compliance Coordinator will provide a copy of the decision to the partner institution when the violation relates to the student’s conduct at that partner institution.

## Definitions

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use.	
<b>Procedural Fairness</b>	The elements of the process used by a decision-making body authorized by statute or policy to make a decision that affects an individual’s rights, privileges, or interests, that give effect to an individual’s right to reasonable notice of the case to meet, the opportunity to respond and the right to an impartial decision maker.
<b>Equity-informed practice</b>	Equity-informed practice: An approach to processes, procedures and service provision that centres equitable and inclusive access, aspires to barrier-free design for learning principles, and supports reasonable accommodation when access to or participation in the learning environment is limited as a result of a protected ground.
<b>Learning environment</b>	The learning environment is to be understood broadly to encompass all aspects of University life. It includes: <ul style="list-style-type: none"> <li>• physical and virtual spaces where University teaching, learning, work, research, residence, recreational and social activities take place;</li> </ul>

	<ul style="list-style-type: none"> <li>University activities, events and functions, including, but not limited to, teaching, research, studying, work, administration, meetings, public service, travel, conferences, and training; public lectures, performances, student group events, and social or sports activities.</li> </ul>
<b>Student Misconduct Appeal Panel</b>	The decision-making body authorized to hear appeals of the decision made under the <i>Academic Integrity Policy</i> .
<b>Appellant</b>	A person who appeals the decision of the Faculty Decision-Maker or the Student Conduct Officer under this procedure.
<b>Record</b>	The materials on which a decision of the Faculty Decision-Maker and/or Student Conduct Officer was based. The record includes any materials, statements, or responses provided to the Faculty Decision-Maker and/or Student Conduct Officer that were relevant to the question of whether an individual was in violation of the <i>Student Academic Integrity Policy</i> and any information or materials, statements, or responses related to the consideration of appropriate sanction(s).
<b>Appeals and Compliance Coordinator</b>	The person responsible for administration of the <i>Student Misconduct Appeal Procedure</i> .
<b>Respondent</b>	The person who responds to an appeal under this procedure.
<b>Advisor</b>	A person who assists an appellant or respondent during the appeal process. Assistance may be provided by the Office of the Student Ombuds, Student Legal Services, legal counsel or another advisor as the parties choose.
<b>Appeal Hearing</b>	The opportunity for complainants and respondents to provide or respond to information, arguments, and evidence in an appeal process. An appeal hearing can take the form of written document exchange and/or one or more oral meetings, either virtual or in-person.

<b>Central academic record</b>	A continuing record maintained by the Office of the Registrar, where all matters relating to courses, grades, and academic standing and probation are permanently recorded. Transitory notations, such as service indicators are also noted in the central academic record while they are in effect.
<b>Transcript</b>	A student's official academic record issued by the Office of the Registrar and bearing the signature of the Registrar. Information for the transcript is drawn from the central academic record. Information included on the University of Alberta transcript is found in the University Calendar.

## Related Links

### Sources of on-campus assistance

- [Office of the Dean of Students](#)
- [Office of the Student Ombuds](#)
- [Student Legal Services](#)
- [Students' Union \(SU\)](#)
- [Graduate Students' Association \(GSA\)](#)
- [l'Association des Universitaires de la Faculté Saint-Jean \(AUFSJ\)](#)
- [Augustana Students' Association](#)

### Other conduct policies

- [Discrimination, Harassment and Duty to Accommodate Policy](#)
- [Information Technology Use and Management Policy](#)
- [Practicum Intervention Policy](#)
- [Protocol for Urgent Cases of Violent, Threatening or Disruptive Behaviour](#)
- [Residence Community Standards](#)
- [Sexual and Gender-Based Violence Policy](#)
- [Student Groups Procedure](#)

### Information

- [University Calendar](#)
- [Electronic Communication Policy for Students and Applicants](#)

If any of the links are broken, please contact [uappol@ualberta.ca](mailto:uappol@ualberta.ca)

DRAFT

# UASU Students' Council Agenda Submission Form

**Council Meeting Date** Tuesday, September 26, 2023

[Meeting Schedule](#)

**Submitter** Michael Griffiths

**Email Address** michael.griffiths@su.ualberta.ca

**Type of Item Submission**

**Is this a Consent Agenda item?**

## Approval/Discussion Items

[Strategic Plan](#)

## Calls for Nominations

[Council Committees and Boards](#)

## Written Nominations

## Information Items

## Presentations

**Motion** Griffiths/Fotang move to allow representatives from UASSC to present on campus security

**Mover** Griffiths

**Secunder** Fotang

**Presenter** Allen / Griffiths

**Should this Presentation Occur in a Closed Session?**

**Office/Committee Responsible** University of Alberta Safety and Security Committee

## Abstract

We welcome members of the University's Safety and Security Committee to present on the current state of security on campus, measures the University is taking, how individuals can take agency in keeping themselves safe, and who UASSC is working with beyond the University to address campus security.

Questions and discussion will follow the presentation.

### **Presentation Slides Upload**



UASSC update - UASU Septe... .pdf

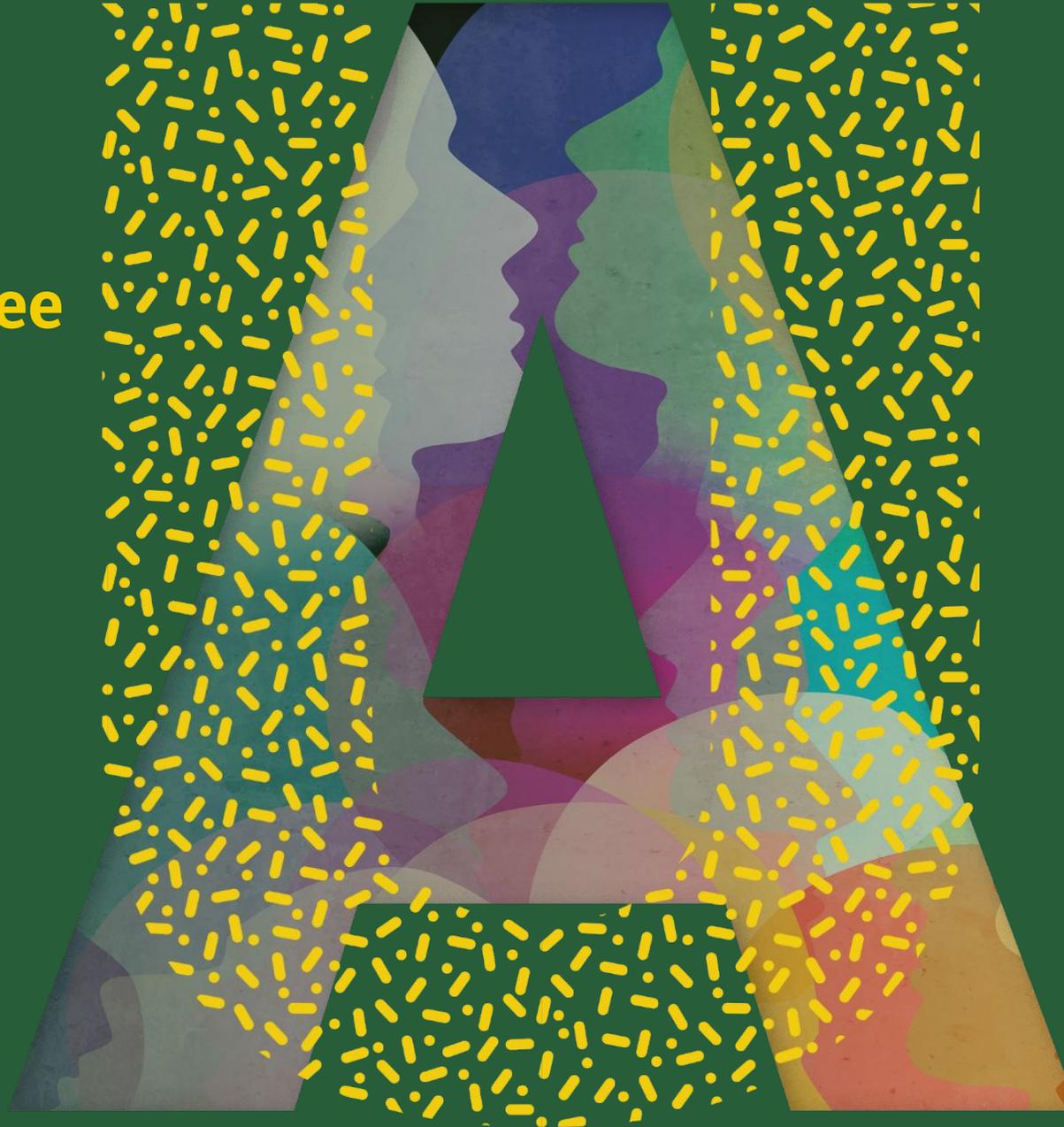
## **Written Questions**

### **Is there anything else that you would like to include?**

My current understanding is that it will be James Allen and myself co-presenting on behalf of UASSC. The other rep from UASSC is subject to change if James can't make it.

# U of A Safety & Security Committee

Update / Discussion





# Discussion points

- About the U of A Safety and Security Committee (UASSC)
- The Security Environment
- Making our Campuses Safer Together Initiative

**Campus security** refers to the public safety and security of students, faculty, staff, contractors and third-party users while on U of A campuses. It is achieved through the prevention, intervention and response to risks and emerging issues related to public safety and security. Dedicated public safety and campus security initiatives at the university which are aligned with other safety, campus life and student and employee experience initiatives.



# About the UASSC

- As a result of the 2019 final report of the Campuses and Facilities Safety and Security (CFSS) Working Group, university administration created the University of Alberta Safety & Security Committee (UASSC) as a standing committee to oversee the implementation of the recommendations.
- Inspired by a holistic approach to security and public safety, the University of Alberta Safety & Security Committee assists in the identification of priority and emerging security issues on university campuses as well as potential actions and solutions. The committee is composed of approximately 40 U of A leaders, subject matter experts, service partners, faculty and staff representatives, and student leaders. It meets on a monthly basis and committee members also act as representatives and ambassadors for the U of A communities they represent.



# Security incidents & concerns

- In the 2022-23 academic year, the U of A saw increases in trespassing and suspicious activity on North Campus and around Enterprise Square, particularly in locations that are connected to City of Edmonton transit stations.
- The top 10 geographic locations were: ECHA, HUB, SUB, FAB, Education (combined), ESQ, Saville Center, MSB, and Law Center. These 10 locations alone accounted for half of all of the incident types noted above with 7 locations being either directly connected to an Edmonton transit station (5) or indirectly connected (2).



# Making our Campuses Safer Together Initiative

## Safety requires a collective effort

- Safety is not an individual phenomenon – U of A students, faculty, staff and third-party users of our campuses have a vital role to play in keeping our campuses safe for learning and work. Even small actions can make a big difference.
- Faculty, staff and students need [to be aware of](#) and exercise personal safety and security measures on a daily basis, and help inform their peers and colleagues when opportunities exist. More information about campus security is available in the [University of Alberta Safety and Security Committee's 2023 Report to our Community](#).

## Reporting an emergency situation

- First and foremost, please remember to call 911 to save a life, report a fire or report a crime. We also ask that you call U of A Protective Services (780-492-5050) after 911 has been called, and for non-emergency safety and security concerns. Please know that UAPS is available 24 hours a day, 7 days a week.
- In case of an emergency, the U of A alerting system is regularly tested. The system includes numerous tools and procedures to support our community [in the event of an emergency](#).

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with purpose.**



# Making our Campuses Safer Together Initiative

## Transit Safety

- All transit area locations (including University, South Campus, Health Sciences/Jubilee and Bay/Enterprise Square stations) are the property of the City of Edmonton, and therefore, they are under the jurisdiction of Edmonton Transit Safety (ETS) and Edmonton Police Service (EPS).
- For incidents that involve public transit close to U of A campuses, UAPS provides support to ETS and EPS when requested.
- The U of A is actively engaged with Edmonton's transit safety team as well as various city groups to address broader community safety issues. Exploring what others are doing and learning and working together can help us cultivate new and tried ideas.



# Making our Campuses Safer Together Initiative

- **Key stakeholder engagement:** Key stakeholders have been identified and will be engaged throughout the year to facilitate the sharing and reinforcement of information and resources related to safety and security within the U of A community.

- **Communications and marketing:** Campus security materials to support key stakeholders and inform all community members are being developed and rolled out, including the introduction of a [new campus security webpage](#) and the sharing of personal safety information with students, faculty and staff through various communications channels. A 2023-24 communications plan has been developed with a focus on high-impact opportunities and community storytelling.

- **Enhanced security staffing and outreach:** U of A Protective Services resources will add capacity to support the physical safety of faculty, students and staff on our campuses. As part of this investment and a holistic approach to security and public safety, the [Community Assistance Team](#)'s capacity will be doubled. This will enhance U of A Protective Services' ability to respond to incidents and concerns by conducting outreach and providing assistance to people facing barriers who may have been disadvantaged by the system.

- **Building Action Plan:** These measures will range from the installation of bike cages and upgrading security infrastructure such as card reader technology, to the cost effective reduction of facility hours of operation and points of entry.

- **Campus security survey:** Completed for students to better understand their perceptions and experiences of physical security on U of A campuses. Staff and Faculty will be surveyed in the Fall / Winter of 2023.

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# Research Methodology

- Online survey conducted between April 24 and May 12, 2023
- Surveys were emailed to a random sample of student population
- Quotas were monitored by campus and gender to get a representative sample
- Response time for the survey was approximately 7 minutes
- 802 surveys completed, 23 of which were completed in French, for an overall confidence of  $\pm 3\%$  at a confidence interval of 95%



**UNIVERSITY  
OF ALBERTA**

*\*not reporting South Campus and ESQ separately because of low sample size.*



# Feeling of Safety on our Campuses

	Total	North Campus	Augustana	CSJ
<b>N=</b>	<b>802</b>	<b>669</b>	<b>73</b>	<b>49</b>
<b>Very safe and secure</b>	24%	20%	49%	37%
<b>Somewhat safe and secure</b>	56%	57%	47%	57%
<b>Not very safe and secure</b>	16%	18%	3%	4%
<b>Not at all safe and secure</b>	4%	5%	0%	0%
<b>Don't know/ No opinion</b>	1%	<1%	1%	2%

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# A new approach: restorative practices

- Led by Carrie Smith, Vice-Provost, Equity, Diversity and Inclusion, we are collaborating and advancing conversations around restorative and transformative practices.
- This October, listening circles will be held as a way to engage the broader university community in discussions around a transformative approach to safety, justice and accountability. These circles provide an opportunity to listen, support and amplify grassroots work by equity-denied groups and their allies, and build community and spaces for voices not often heard. We urge you to participate in these circles, and more information will be shared as planning progresses. Please consider contributing and engaging to this work by subscribing to the [VPEDI newsletter](#).



**THANK YOU | QUESTIONS /  
DISCUSSION?**

# UASU Students' Council Agenda Submission Form

**Council Meeting Date** Tuesday, September 26, 2023

[Meeting Schedule](#)

**Submitter** Michael Griffiths

**Email Address** michael.griffiths@su.ualberta.ca

**Type of Item Submission**

**Is this a Consent Agenda item?**

## Approval/Discussion Items

[Strategic Plan](#)

## Calls for Nominations

**Motion** Griffiths/Flaman move to nominate 3 member of Student Council to the Physical Activity and Wellness [Centre] Strategic Operating Committee (PAWSOC)

**Mover** Griffiths

**Second** Flaman

**Body Being Nominated To** PAWSOC

### Description of the Body

Provide strategic oversight and direction to the University around PAW centre programming and operations related to student focused areas

[Council Committees and Boards](#)

### Purpose of Council Representation

Specifically, the Strategic Operating Committee shall:

- a. advise and provide input on operational policies for consideration by the University and the Associations so as to provide for efficient and effective interactions between the Parties as occupants of the Project, and the efficient and effective use of space available from time to time throughout the Project;
- b. receive regular reports from University staff who manage the PAW Centre and any Other Renovated Areas in which student programming is taking place regarding programming, activities, and general operating budgets and costs within the Student Focused Areas, other than the Association Leased Areas;
- c. recommend program principles to be used by the University in the development of the annual operating budget related to the Student Focused Areas, other than

the Association Leased Areas;

d. periodically review, and make recommendations about, the long-term strategic direction of programming and activities within the Student Focused Areas, other than the Association Leased Areas;

e. in making its recommendations, and in a manner that is consistent with the Shared Mission, the Agreement Principles and the Project Purpose, endeavour to maximize revenue-generating opportunities in relation to the PAW Centre and Other Renovated Areas, so that such funds can be used by the University to cover its costs in relation to operating the PAW Centre and Other Renovated Areas and enhance programming and operations of the PAW Centre and Other Renovated Areas; and

f. review all collection and disbursement information about the Fee, and the PAW Centre Account.

### **List of Current Members**

a. The Dean of the Faculty of Physical Education and Recreation;

b. The Vice-Provost and Dean of Students;

c. The Facility Manager of the Fitness Centre;

d. The Director of Operations for the Faculty of Physical Education and Recreation;

e. A representative appointed by the Vice-President (Facilities and Operations);

f. The President of the GSA, or his or her designate;

g. One (1) representative or appointee appointed by the Board of the GSA; and

h. The President of the Students' Union, or his or her designate;

i. Four (4) representatives or appointees

### **Meeting Schedule**

Bi-monthly meetings - 4 total between October and April

## **Written Nominations**

## **Information Items**

## **Presentations**

## **Written Questions**

# UASU Students' Council Agenda Submission Form

**Council Meeting Date** Tuesday, September 26, 2023

[Meeting Schedule](#)

**Submitter** Lam

**Email Address** lam8@ualberta.ca

**Type of Item Submission**

**Is this a Consent Agenda item?**

## Approval/Discussion Items

### Motion

LAM MOVES to amend the 2023/24 Council Meeting Schedule by rescheduling the October 14 meeting back to its original date of October 10.

**Mover** Lam

**Second** Flaman

**Presenter (If Not the Mover)** Lam

**Does this item require a closed session discussion?**

**Office/Committee Responsible** Council Administration Committee

### Purpose

To change our council meeting date to align with our original meeting schedule again.

### Executive Summary

Hey everyone, so unfortunately we will have to reschedule the Augustana retreat date due to Open House at North Campus happening on the same day. Therefore, we are changing the meeting date back to its original one.

### Relevant Bylaws/Policies/Standing Orders

Bylaw Article I: Governance  
Section 110: STUDENTS' COUNCIL  
Regulation 120.07: Introductory Meeting Point 2.c.II

## **Engagement and Routing**

UASU Executives  
ASA Executives

## **Approval Routing**

UASU Executives  
ASA Executives

## **Strategic Alignment**

What We Do: Advocating for student interests

[Strategic Plan](#)

## **Calls for Nominations**

[Council Committees and Boards](#)

## **Written Nominations**

## **Information Items**

## **Presentations**

## **Written Questions**

# UASU Students' Council Agenda Submission Form

**Council Meeting Date** Tuesday, September 26, 2023

[Meeting Schedule](#)

**Submitter** Christian Fotang

**Email Address** christian.fotang@su.ualberta.ca

**Type of Item Submission**

**Is this a Consent Agenda item?**

## Approval/Discussion Items

[Strategic Plan](#)

## Calls for Nominations

**Motion** FOTANG moves to appoint one (1) student councillor to sit on the UASU strategic plan steering committee

**Mover** Fotang

**Seconder** Flaman

**Body Being Nominated To** Students' Union Strategic Plan Steering Committee

### Description of the Body

The purpose of the University of Alberta Students' Union (UASU) Strategic Plan Steering Committee is to provide leadership, guidance, and oversight for the strategic planning process and the development of the UASU Strategic Plan. The Committee will work collaboratively to set clear goals, objectives, and priorities to serve as a blueprint for the organization's future growth, sustainability, and success.

[Council Committees and Boards](#)

### Purpose of Council Representation

Responsibilities of the Councillor and members of the committee:

The UASU Strategic Plan Steering Committee is responsible for the following:

- Leading and facilitating the strategic planning process.
- Developing a comprehensive and inclusive strategic planning timeline.
- Engaging with students, staff, and other relevant parties to gather input and perspectives.
- Ensuring ideas and recommendations are captured and included throughout the core planning timeframe
- Advise on and participate in the consultation process, including approving consultation questions and discussion guides and facilitating consultation sessions.

Overseeing the development and drafting of the UASU Strategic Plan document.  
Presenting the finalized Strategic Plan to Students' Council for approval.

### **List of Current Members**

President (Voting)  
Vice-President Operations and Finance (Voting)  
General Manager (Voting)  
Two (2) UASU Staff Members (Voting)  
One(1) UASU Student Councillor (Voting)  
Up to five (5) UASU Student-at-Large Positions (Voting)  
Deputy Manager (Non-Voting, Committee Coordinator)

### **Meeting Schedule**

Not determined yet

### **Written Nominations**

### **Information Items**

### **Presentations**

### **Written Questions**

Thursday, September 21, 2023

# UASU Students' Council Agenda Submission Form

**Council Meeting Date**

Tuesday, September 26, 2023

[Meeting Schedule](#)

**Submitter**

Fotang

**Email Address**

christian.fotang@su.ualberta.ca

**Type of Item Submission**

Information Item

**Is this a Consent Agenda item?**

No

## Approval/Discussion Items

[Strategic Plan](#)

## Calls for Nominations

[Council Committees and Boards](#)

## Written Nominations

## Information Items

**Agenda Title**

exec report

**Description of the Information Item**

exec report monthly report

**Attachments**



Executive Report \_11.pdf

## Presentations

## Written Questions

# Executive Reports

## Council Report #10

### Hi Council!

I hope you have had a great first month of classes. We are excited to update you on the activities within our respective portfolios this past month!

Please reach out if you have any questions.

**Christian Fotang | *President***

### Week of Welcome

The first month since the return to classes is almost over, and it's been great to see new and familiar faces around campus. As mentioned in my last report, the campus has been buzzing with life excitement and energy. Week of Welcome was a smashing success, and it all could not have been done without the hard work of our staff and volunteers, who have worked day in and day out all summer to bring first-year students an incredible orientation while providing spaces to kickback sip a drink and relax.

As part of the festivities, we toured many VIPs and

### TBAC/MNIF

Michael and I sit on the Joint Mandatory Non-Instructional Fees (MNIF) Oversight Committee; Levi and I sit on the Tuition and Budget Advisory Committee (TBAC). These two committees play an essential role in the creation, consultation, and approval of tuition and fees we pay as students. Over this month, we have been in meetings on these committees. The first meeting we participated in was an orientation meeting to review the

legislation and regulations on Tuition and fees. We focused on the differences between domestic and international tuition, how MNIFs are considered, and a review of the existing MNIFs.

In our first meeting of MNIF joint oversight committee, we approved our work plan for the year and provided feedback on the 2022-23 academic year draft report. This year, we will be negotiating the Athletics and Recreation and working to make sure that the position of the sexual violence response and prevention coordinator is permanent.

Similarly, in our first TBAC meeting, we approved the tuition consultation plan and reviewed the work plan for this year, which includes:

- Domestic Tuition - Fall 2024
- International Tuition - Fall 2025
- End of the grandfathering period for international students under the registration-based model
- Administration and reporting: Exceptional Tuition Increases

Affordability has been a stressing point for students this term, and we welcome all feedback and thoughts from students that they would like us to return to these respective areas. We will keep you informed and updated.

### **GFC APC**

The GFC Academic Planning Committee (APC) oversees academic planning issues and considers institution-wide implications to the university's academic, research, financial, and facilities development. I had two meetings with APC this month. In our first meeting, we motioned to approve the recommendation of the Strategic Plan for Research and Innovation for Approval at GFC. We also approved to recommend the Bachelor of Science in Mechatronics and Robotics Engineering Cooperative Program for approval at the Board of Governors. In our second meeting, AMP came up for discussion. I shared some of the Students' Union's current sentiments and reservations about the program.

### **Board of Governors Retreat**

Last weekend, I attended the Board of Governors Retreat, which took place at Fort Edmonton Park this year. This retreat allowed the board to engage in facilitated discussions that focused on the strategic plan for research and innovation, enrollment growth, and the University Strategic Plan. We also received a presentation from graduate students on their thesis condensed into 3 minutes and students from the Aboriginal Teacher Education Program. These presentations were incredible and informative and a potent reminder of why we must continue improving and increasing access to post-secondary education.

### **Academic Integrity Policy Suite**

The drafts of the Academic Integrity Policy Suite are public, and are scheduled to come for this SU's Students' Council meeting. In total, there are three important documents to keep track of, the Academic Integrity Policy Draft, the Academic Misconduct Procedure Draft and the Academic Misconduct Appeal Procedure Draft. These documents together present the proposed development on academic regulations that were previously found in the [Code of Student Behaviour](#). As mentioned before, in re-doing the academic sections of the Code of Student Behaviour, there was an opportunity to make the entire process more accessible, student-focused and less punitive. Through representing the student perspective, we have been able to incorporate ideas around timeliness of reporting and begin conversations to further improve the drafts that end up going through the governance process. Some of the areas we are still hoping to improve include pushing for Deans to have to justify if they choose to address an academic integrity concern through the complaint process instead of through non-disciplinary accountability options, pushing for justification to be required if instructors take too long from finding out about a concern to reporting it, and better addressing the unique needs of Campus Saint-Jean students going through an appeal process. In addition, we have helped assist the Director, Student Services - Student Conduct & Accountability in the student consultation process. Alongside SU's Students' Council, the Academic Integrity Policy Suite was also brought to GFC Caucus or GFC Student Caucus and is scheduled to come to the Council of Faculty Associations. Please reach out if you would like to chat about this further!

### **SRA Summit**

Over the past month, we have been working to ensure we can deliver the SRA Summit this year. This work involved collecting feedback from several SRAs around the issues that matter most to them, communicating with phenomenal leaders who can provide knowledge and skills to student leaders, and working with the UASU team to ensure the practical details are in order for the SRA Summit to be successful. Most of the details are figured out, and I would like to thank the entire team for their contributions to the planning process! The only area that remains is ensuring there is sufficient engagement from the SRAs, and we hope that is the case as then we are in line to have a phenomenal time! In addition, please don't think we forgot about you councilors, we are planning to be in further contact over the coming weeks to ensure you can attend part of the SRA Summit, in order to provide greater connection between student leaders!

### **ARISE Ethics Approval Portal and Information and Privacy Office Forms**

A few months ago, we provided SU's Students' Council with an update that we were working to address inclusivity issues with the ARISE ethics approval portal. Despite taking a significant amount of time longer than we were hoping for, we are happy to report that

the necessary changes have been made, according to the University of Alberta's Research Integrity Support Office. In the meantime, as we waited for updates on the ARISE ethics approval portal, we contacted the Information and Privacy Office to address similar inclusivity issues with some of their forms, which were quickly updated! Overall, there is much more work to do with the affirmed name project as we try to make the University of Alberta a more inclusive space.

### **Centralizing Research Opportunities**

The centralization of research opportunities has been a priority identified by SU's Students' Council. We have been working on ways of achieving this goal. This has taken shape recently in two main ways. Firstly, when the University of Alberta's Strategic Plan on Research and Innovation (SPRI) was proposed at the General Faculties' Council meeting, we spoke about our criticism of the lack of student involvement in the creation of the proposal, as well as the lack of mention of students in the proposal itself. We asked the Vice-President (Research and Innovation) or VPRI to include students during the implementation process of SPRI, and we will work further with the Office of the VPRI in ways to incorporate students' needs as SPRI is implemented, including through the centralization of research opportunities. We also met with the Program Lead of the Undergraduate Research Initiative (URI), to find ways we can further promote the resources they have in place for centralizing research opportunities. This will be brought to the Council of Faculty Associations, and hopefully, we will be able to update SU's Students' Council on the plans soon!

## **Levi Flaman | VP Operations & Finance**

### **GALD Program Graduation Ceremony**

Wednesday afternoon, I was invited by Dr. Wei Liu - International Collaborative Programs Administrator for University of Alberta International - to attend the graduation ceremony for this year's cohort of [Global Academic Leadership Development](#) (GALD) scholars. While there, I had the opportunity to listen to and learn from Chinese academics and administrators visiting the University of Alberta and impart some knowledge on them as well. At the end of the ceremony, the leader of this year's cohort - Dr. Charles Huang from the Huazhong University of Science and Technology - gave an impassioned and eloquent speech on behalf of the group detailing their experiences at the University of Alberta, in Edmonton and in Canada over the past several months. I wish the group safe travels back to China and hope they keep in touch with us after their return home.



## Michael Griffiths | VP Student Life

### **Campus Clash**

I have recently been working on planning and logistics for the Edmonton Elks Campus Clash football game. This is an exciting event that is taking place in partnership with the Students' Union and many of our Student Representative Associations. Final attendance numbers to come - but the UofA has already sold several hundred tickets at the time of writing! This event will serve as a fundraising opportunity for our SRAs, who receive \$2 back from the Elks for every ticket sold in their name. We also hope the event will be an exciting time for students to deepen their UofA and UASU pride, enjoy student discounts, and build friendships with other students!

### **Residential School Memorial Ceremony**

In collaboration with the Indigenous Students' Union, I have been planning this year's residential school memorial, to raise awareness of the historic and ongoing injustices committed against Indigenous Peoples. This year's ceremony will feature a suite of Elders, Storytellers, and Drummers to commemorate the atrocities committed and lead us on a path of reconciliation. If you haven't already, make sure you stop by the

bookstore and pick up your orange t-shirts to show your support, with all proceeds going directly to First People's House.

Thursday, September 21, 2023

# UASU Students' Council Agenda Submission Form

**Council Meeting Date**

Tuesday, September 26, 2023

[Meeting Schedule](#)

**Submitter**

Stephen Raitz

**Email Address**

raitz@ualberta.ca

**Type of Item Submission**

Information Item

**Is this a Consent Agenda item?**

Yes

## Approval/Discussion Items

[Strategic Plan](#)

## Calls for Nominations

[Council Committees and Boards](#)

## Written Nominations

## Information Items

**Agenda Title**

BOG Rep Monthly Report

**Description of the Information Item**

Review of the past month's BOG Rep activities

**Attachments**



SR-BOG-Monthly Report-Sept... .pdf

## Presentations

## Written Questions

# Monthly Report - September 2023

Greetings UASU Council, welcome to my fifth regular report. As anticipated, September has been an incredibly busy month due to back to school and returning regular meetings related to advocacy. Below is a specific list of action items I have completed this month;

- Created social media content issuing a call to action to the Provincial Government regarding funding for Sexual and Gender Based Violence prevention and support
- Participated in an array of Week of Welcome events, including; Pancake Breakfast, Club's Fair tabling, and Beer Garden sticker giveaways
- Explored opportunities to support student engagement around Zoning Bylaw Renewal
- Continued outreach to BOG members and FAs/SRAs to initiate relationship-building and met with several organizations
- Supported advocacy emanating from the Indigenous Students' Union regarding concerns around the proposed smoking ban by rallying FAs and creating social media content
- Participated in BOG Strategic Planning session, raising concerns/ideas around student supports/experience, strategic plan implementation, and potential positioning with the provincial government.
- Co-Chaired second meeting with the ETI Task Force and met with University Administration to call for greater transparency around ETI implementation
- Engaged with International Students at the ISA Welcome event
- Participated in the UASU Council KAIROS Blanket Exercise

Here is my Calendar of official BOG and BOG Committee meetings.

## SEPTEMBER

M	T	W	T	F	S	S
				1		
4						
11			BOG	BOG		
18						
25		BGC		BRPAC		

## OCTOBER

M	T	W	T	F	S	S
						1
2						
9			BOG	BOG		
16						
23/ 30						

BOG - Board of Governors meeting

BGC - Board Governance Committee meeting

BRPAC - Board Reputation and Public Affairs Committee meeting

# Monthly Report - September 2023

At the end of this month, the next round of BOG Committee meetings regarding governance and public affairs occurs. Additionally, the October BOG meeting marks the 2nd BOG Meeting this year (out of approximately 5 total). I look forward to connecting with the Presidents of the UASU and GSA to align advocacy and effectively raise the student voice.

For transparency sake, I have a class scheduled during GFC meetings this semester that prevents me from regularly attending. For key votes, I will try to make time to attend or look into the possibility of a proxy. A similar conflict does not occur next semester, so it will not be a major issue for the year. Outside of that, there are no big meeting conflicts for me so I've been able to attend all other meeting commitments I have for BOG, UASU, and the Law Students' Association.

The hecticness of the year has officially begun. But regardless, please shoot me an email to [raitz@ualberta.ca](mailto:raitz@ualberta.ca) or a DM to [@stephenraitz.is.bog.hehe](https://www.instagram.com/stephenraitz.is.bog.hehe) on Instagram to chat! Sure enough, budget planning is coming around the corner and soon we will be thrown into Semester 2 so there are many issues that will soon be making their way down the pipe!



Stephen Raitz

Your UAlberta Undergraduate Board of Governors Representative  
GUBA AND PATCHES FOREVER.



**September 12th, 2023  
6:00 P.M.  
Council Chambers/Zoom**

The University of Alberta and the University of Alberta Students' Union occupy Indigenous land in amiskwaciwâskahikan (Beaver Hills House), on Treaty 6 territory. From time immemorial, the banks along the river valley have been known as the Pehonan, a meeting place for the nêhiyawak (Cree), the Niitsítapi (Blackfoot), Métis, Dènesų́łíné (Dene), Ojibway/Saulteaux/Anishinaabe, Haudenosaunee and others. The University, the Students' Union and much of the city are located on the unlawfully stolen land of the forcibly removed Papaschase Cree.

We acknowledge that sharing this land gives each of us the responsibility to research the historic contexts of Treaty 6, to reflect on our personal relationships to the land, the Nations we've named, and to our roles in upholding justice on this territory. Since they began, the Students' Union and the University have benefited from historic and ongoing dispossession of land and resources from Indigenous Peoples. As a result, it is our responsibility to seek the restitution of this land and its resources. Finally, we seek to do better by working to make our learning, research, and governance align with the histories, languages, teachings, and cultures of First Nations, Métis, and Inuit Peoples in the land presently occupied by the Canadian state.

We encourage critical reflection by asking the following question. In relation to the territory on which you are situated, what role do you play in strengthening the resistance and resurgence of Indigenous students within your communities?

**SPEAKER CALLED** the meeting to order at 6:02 P.M.

**VOTES AND PROCEEDINGS (SC-2023-09)**

**2023-09/1      SPEAKERS BUSINESS**

Join Zoom Meeting  
<https://us02web.zoom.us/j/85666007012>

Council retakes their oath.

**2023-09/2      CONSENT AGENDA**

**2023-09/2a      Students' Council Votes and Proceedings (SC-2023-08) Tuesday, August 29th, 2023**

See SC-2023-09.06

**APPROVED**

**2023-09/3      PRESENTATIONS**

**2023-09/4      EXECUTIVE COMMITTEE AND BOG REPRESENTATIVE REPORTS**

GRIFFITHS - VP Student Life - Report  
FLAMAN - VP Operations & Finance - Report

BEASLEY- VP External - Report  
ALMEIDA - VP Academic - Report  
FOTANG - President - Report

2023-09/5 BOARD AND COMMITTEE REPORT

FLAMAN - Finance Committee Chair - Report  
AISENSTAT - Bylaw Committee Chair - Report

2023-09/6 OPEN FORUM

2023-09/7 QUESTION PERIOD

MOHAMED: Questions if there is a deadline for Finance Committee to acquire the required number of design quotes for the Dewey's washroom renovation in order to keep student interests front of mind.

FLAMAN: Answers that it would be up to Council to decide a deadline, but recommends doing so.

ATWOOD: Suggests adding a timeline if only Council believes that this particular task would not be accomplished in a timely manner. Otherwise, believes that Finance Committee is better suited to deal with business/potential deadlines.

- 2023-09/8 UNFINISHED BUSINESS
- 2023-09/9 BOARD AND COMMITTEE BUSINESS
- 2023-09/9a **GRIFFITHS/THIESSEN MOVE TO** approve the first principles of the revised Student Spaces and Deferred Maintenance policy, as presented.
- See SC-2023-09.01
- CARRIED 17/01/00
- RAITZ: Suggests having a strong language for explaining how the student space is under threat and why that needs to be fought for.
- 2023-09/9b **ATWOOD/RAITZ MOVE TO** approve the Second Principles of Bylaws 110/120/130/140.
- See SC-2023-09.01
- CARRIED 17/00/00
- 2023-09/9b **ATWOOD/AISENSTAT MOVE TO** approve the Second Principles of Bylaw 9000.
- See SC-2023-09.02
- CARRIED 15/02/00
- 2023-09/9c **FOTANG/GRIFFITHS MOVE TO** nominate two (2) members of the Students' Union to the Advisory Search Committee for Provost and Vice-president (Academic)
- See SC-2023.09.07
- BEASLEY nominates ALMEIDA - accepted  
ALMEIDA nominates FOTANG - accepted
- FOTANG and ALMEIDA are appointed to the Advisory Search Committee for Provost and Vice-president (Academic), via acclamation.
- 2023-09/10 GENERAL ORDERS
- 2023-09/11 CLOSED SESSIONS
- 2023-09/12 INFORMATION ITEMS
- 2023-09/12a Executive Report

See SC-2023-09.03

2023-09/12b Students' Council Votes and Proceedings

See SC-2023-09.04

2023-09/12c Students' Council Attendance

See SC-2023-09.05

2023-09/12d Students' Council Motion Tracker

See SC-2023-09.06

2023-09/12e Students' Council Submissions

See SC-2023.09.07

SPEAKER: Adjourned the meeting at 6:53 PM.



		Result	Meeting	Date
	FLAMAN/LAM/BEASLEY MOVE TO go into closed session.	CARRIED	SC-2023-00	25/04/2023
	FLAMAN/ALMEIDA MOVE TO extend the meeting until 10:00 P.M.	CARRIED	SC-2023-00	25/04/2023
	BEASLEY/FLAMAN MOVE TO go into committee of the whole.	CARRIED	SC-2023-00	25/04/2023
	FLAMAN/GARBUTT MOVE TO extend the meeting by 30 minutes.	CARRIED	SC-2023-00	25/04/2023
	FLAMAN/ALMEIDA MOVE TO go out of committee of the whole.	CARRIED	SC-2023-00	25/04/2023
	LAM/THIESEN MOVE TO ex-camera.	CARRIED	SC-2023-00	25/04/2023
2023-00/1a	Speaker Election		SC-2023-00	25/04/2023
	CHRISTIAN ZUKOWSKI is elected as the Speaker for the 2023/2024 session of Student's Council.	CARRIED	SC-2023-00	25/04/2023
2023-00/2a	Students' Council 2023/24 Meeting Schedule	CARRIED	SC-2023-00	25/04/2023
	FLAMAN/THIESEN MOVE TO move the December 12th, February 20th and April 19th meetings up by one week, with the Augustana meeting location to be determined for sometime in early Fall 2023.	CARRIED	SC-2023-00	25/04/2023
	BEASLEY/LAM MOVE TO extend the meeting by 10 minutes.	CARRIED	SC-2023-00	25/04/2023
		Result	Meeting	Date
2023-01/1a	Installation Ceremony	CARRIED	SC-2023-01	09/05/2023
	Led by 2022-23 UASU President Abner Monteiro		SC-2023-01	09/05/2023
2023-01/1b	Oath of Office	CARRIED	SC-2023-01	09/05/2023
2023-01/1d	Approval of Standing Orders	CARRIED	SC-2023-01	09/05/2023
2023-01/9a	Nomination of three (3) councillors to the Aboriginal Relations and Reconciliation Committee (ARRC)	CARRIED	SC-2023-01	09/05/2023
	Councillors QADIR, ABDELWAHAB and PICH are appointed to the Aboriginal Relations and Reconciliation Committee (ARRC) via secret ballot.		SC-2023-01	09/05/2023
2023-01/9b	Nomination of five (5) councillors to the Audit Committee.	CARRIED	SC-2023-01	09/05/2023
	Councillors LAM, PICH, GARBUTT, ATWOOD and THIESEN are appointed to the Audit Committee via acclamation.		SC-2023-01	09/05/2023
2023-01/9c	Nomination of five (5) councillors to the Bylaw Committee.	CARRIED	SC-2023-01	09/05/2023
	VP FLAMAN and councillors AISENSTAT, ATWOOD, RAITZ and MAJEKODUNMI are appointed to the Bylaw Committee via secret ballot.		SC-2023-01	09/05/2023
2023-01/9d	Nomination of five (5) councillors to the Council Administration Committee (CAC).	CARRIED	SC-2023-01	09/05/2023
	Councillors LAM, THIESEN, MAJEKODUNMI, PICH and ABDELWAHAB are appointed to the Council Administration Committee (CAC) via acclamation.		SC-2023-01	09/05/2023
2023-01/9e	Nomination of three (3) councillors to the Finance Committee.	CARRIED	SC-2023-01	09/05/2023
	Councillors SAIF, FORD and PICH are appointed to the Finance Committee via secret ballot.		SC-2023-01	09/05/2023
	THIESEN/ABDELWAHAB MOVE TO extend the meeting until 10 pm.	CARRIED	SC-2023-01	09/05/2023
2023-01/9f	Nomination of four (4) councillors to the Policy Committee.	CARRIED	SC-2023-01	09/05/2023
	Councillors LAM, PICH, THIESEN, and MAJEKODUNMI are appointed to the Policy Committee via acclamation.		SC-2023-01	09/05/2023
2023-01/9g	Nomination of two (2) councillors to the Health and Dental Plan Committee.	CARRIED	SC-2023-01	09/05/2023
	Councillors ELAHI and ABDELWAHAB are appointed to the Health and Dental Plan Committee via secret ballot.		SC-2023-01	09/05/2023
2023-01/9h	Nomination of two (2) councillors to the Student Group Committee (SGC).	CARRIED	SC-2023-01	09/05/2023

	Councillors MAJEKODUNMI and QADIR are appointed to the Student Group Committee (SGC) via secret ballot.		SC-2023-01	09/05/2023
	FLAMAN/GRIFFITHS MOVE TO table items 9k - 9r with the exception of agenda item 9m.	WITHDRAWN	SC-2023-01	09/05/2023
2023-01/9i	Nomination of two (2) councillors to the SUB Planning Committee.	CARRIED	SC-2023-01	09/05/2023
	Councilors GARBUTT and MAJEKODUNMI are appointed to the SUB Planning Committee via acclamation.		SC-2023-01	09/05/2023
2023-01/9j	Nomination of three (3) councillors to the Sustainability Committee (SUSC).	CARRIED	SC-2023-01	09/05/2023
	Councilors AISENSTAT, LAM, and THIESSEN are appointed to the Sustainability Committee (SUSC) via acclamation.		SC-2023-01	09/05/2023
2023-01/9k	Nomination of one (1) councillor to the Alberta Public Interest Research Group (APIRG) Board of Directors.	CARRIED	SC-2023-01	09/05/2023
	Councilor ABDELWAHAB is appointed to the Alberta Public Interest Research Group (APIRG) Board of Directors via acclamation.		SC-2023-01	09/05/2023
2023-01/9l	Nomination of two (2) councillors to the First Alberta Radio Association (FACRA) Board of Directors.	CARRIED	SC-2023-01	09/05/2023
	Councillors THIESSEN and AISENSTAT are appointed to the First Alberta Radio Association (FACRA) Board of Directors via acclamation.		SC-2023-01	09/05/2023
2023-01/9m	Nomination of one (1) councillor to the Gateway Student Journalism Society (GSJS) Board of Directors.	CARRIED	SC-2023-01	09/05/2023
	Councillor THIESSEN is appointed to the Gateway Student Journalism Society (GSJS) Board of Directors via acclamation.		SC-2023-01	09/05/2023
2023-01/9o	Nomination of two (2) councillors to the Physical Activity and Wellness Centre Strategic Operating Committee (PAWSOC).	TABLED	SC-2023-01	09/05/2023
	BEASLEY/ALMEIDA MOVE TO table the motion until the next meeting.	CARRIED	SC-2023-01	09/05/2023
2023-01/9p	Nomination of one (1) councillor to the Student Legal Services (SLS) Board of Directors.	CARRIED	SC-2023-01	09/05/2023
	Councilor PICH is appointed to the Student Legal Services (SLS) Board of Directors via a secret ballot.		SC-2023-01	09/05/2023
2023-01/9q	Nomination of one (1) councillor to the The Landing Board of Directors.	CARRIED	SC-2023-01	09/05/2023
	Councilor LAM is appointed to the The Landing Board of Directors via acclamation.		SC-2023-01	09/05/2023
2023-01/9r	Nomination of two (2) councillors to the World University Services Canada (WUSC) Board of Directors.	CARRIED	SC-2023-01	09/05/2023
	Councillors MAJEKODUNMI and LAM are appointed to the World University Services Canada (WUSC) Board of Directors via acclamation.		SC-2023-01	09/05/2023
	ATWOOD/FOTANG MOVE TO hold one minute of silence for the death of a mother, Carol Ann, and child, Sara (also known as Jayden) killed at Crawford Plains School in Edmonton.	CARRIED	SC-2023-01	09/05/2023
		<b>Result</b>	<b>Meeting</b>	<b>Date</b>
2023-02/3a	FOTANG/GRIFFITHS MOVE TO allow Logan Mardhani-Bayne to present on the Student Experience Action Plan (SEAP).	CARRIED	SC-2023-02	23/05/2023
	COUNCIL MOVES TO allow the presentation of all presentation slides	CARRIED	SC-2023-02	23/05/2023
2023-02/8a	Nomination of two (2) councillors to the Physical Activity and Wellness Centre Strategic Operating Committee (PAWSOC).	CARRIED	SC-2023-02	23/05/2023
	Councillor FORD is appointed to the PAWSOC Committee, via acclamation.		SC-2023-02	23/05/2023
2023-02/9a	ALMEIDA/GRIFFITHS MOVE TO nominate 2 members of council for the Green and Gold Grant Adjudicator Committee.	TABLED	SC-2023-02	23/05/2023
	ALMEIDA/PICH MOVE TO refer this nomination to CAC to fill the seats with Student-At-Large positions.	CARRIED	SC-2023-02	23/05/2023
		<b>Result</b>	<b>Meeting</b>	<b>Date</b>
2023-03/9a	LAM/PICH MOVE TO nominate 3 members of council to the Social Media Sub-Committee.	CARRIED	SC-2023-03	06/06/2023
	Councilors GARBUTT, PICH & THEISSEN are appointed to the Social Media Sub-Committee via acclamation.		SC-2023-03	06/06/2023
2023-03/11a	ALMEIDA/GRIFFITHS and SCHMIDTKE MOVE TO discuss the incoming Academic Materials Program.	CARRIED	SC-2023-03	06/06/2023
	ALMEIDA/BEASLEY MOVE TO consider the motion informally	CARRIED	SC-2023-03	06/06/2023
	RAITZ/MAJEKODUNMI MOVE TO suspend the rules and forego recess.	CARRIED	SC-2023-03	06/06/2023
	SCHMIDTKE/LAM MOVE TO adjourn the meeting	CARRIED	SC-2023-03	06/06/2023

		Result	Meeting	Date
2023-04/3a	ALMEIDA/GRIFFITHS MOVE FOR Adam Medaglia to present on the Academic Materials Program.	CARRIED	SC-2023-04	20/06/2023
	LAM/PICH MOVE TO extend the presentation by 10 minutes.	CARRIED	SC-2023-04	20/06/2023
	RAITZ/ALMEIDA MOVE TO extend the presentation by 10 minutes.	CARRIED	SC-2023-04	20/06/2023
	RAITZ/ALMEIDA MOVE TO extend the presentation by 10 minutes.	CARRIED	SC-2023-04	20/06/2023
2023-04/9a	LAM/THIESSEN MOVE TO approve the adoption of the following amendments to Standing Orders to Students' Council for implementation on July 5th, 2023 as recommended by CAC.	CARRIED	SC-2023-04	20/06/2023
	FLAMAN MOVES TO forego recess for today's meeting.	CARRIED	SC-2023-04	20/06/2023
	FOTANG/FLAMAN MOVE TO amend the adoption of the following amendments to Standing Ordes to Students' Council for implementation on July 5th, 2023 as recommended by CAC.	CARRIED	SC-2023-04	20/06/2023
		Result	Meeting	Date
2023-05/2b	LAM/ABDELWAHAB MOVE TO appoint Melissa Cyriac to the Finance committee SAL position.	APPROVED	SC-2023-05	18/07/2023
2023-05/2c	LAM/ABDELWAHAB MOVE TO appoint Tony Yuen & Kingsley Nnaemeka to the Green & Gold Adjudication Committee SAL positions.	APPROVED	SC-2023-05	18/07/2023
2023-05/2d	LAM/ABDELWAHAB MOVE TO appoint Fariha Fairuz & Saba Nisa to the Health & Dental Plan Committee SAL positions.	APPROVED	SC-2023-05	18/07/2023
2023-05/2e	LAM/ABDELWAHAB MOVE TO appoint Abdul Abbasi to the Policy Committee SAL position.	APPROVED	SC-2023-05	18/07/2023
2023-05/2f	LAM/ABDELWAHAB MOVE TO appoint Ishann Meena, Olivia Wilson & Madeleine Hill to the SUB Art Committee SAL positions.	APPROVED	SC-2023-05	18/07/2023
2023-05/2g	LAM/ABDELWAHAB MOVE TO appoint Oindrilla Latif to the SUB Planning Committee SAL Position.	APPROVED	SC-2023-05	18/07/2023
2023-05/2h	LAM/ABDELWAHAB MOVE TO appoint Yosan Worede, Ishaan Meena & Finn Thornley to the Sustainability Committee SAL positions.	APPROVED	SC-2023-05	18/07/2023
2023-05/10	FOTANG/ALMEIDA MOVE TO discuss Council Goals, Action Plan and Charter	CARRIED	SC-2023-05	18/07/2023
2023-05/10	FLAMAN/ALMEIDA MOVE TO consider the motion informally.	CARRIED	SC-2023-05	18/07/2023
		Result	Meeting	Date
2023-06/3a	FOTANG/BEASLEY MOVE TO present the 2023-2024 Executive Committee Goals.	CARRIED	SC-2023-06	01/08/2023
	FLAMAN/KOOHKAN MOVE TO extend the presentation by 10 minutes.	CARRIED	SC-2023-06	01/08/2023
	FLAMAN/PICH MOVE TO extend the presentation by 10 minutes.	CARRIED	SC-2023-06	01/08/2023
2023-06/9a	RAITZ/AISENSTAT MOVE TO approve First Principles of Bylaw 600.	CARRIED	SC-2023-06	01/08/2023
2023-06/9b	ATWOOD/RAITZ MOVE TO approve First Principles of Bylaw 9000.	CARRIED	SC-2023-06	01/08/2023
	FLAMAN/FORD MOVE TO suspend standing orders to forego recess.	CARRIED	SC-2023-06	01/08/2023
2023-06/9c	RAITZ/ATWOOD MOVE TO approve First Principles of Bylaw 110/120/130/140.	CARRIED	SC-2023-06	01/08/2023
2023-06/9d	LAM/THIESSEN MOVE TO AMEND the 2023/24 Council Meeting Schedule by: rescheduling the October 10 meeting to occur in conjunction with the retreat held at Augustana Campus on October 14, 2023; and, by rescheduling the November 7 meeting to occur in conjunction with the retreat held at Campus Saint-Jean on November 4, 2023.	CARRIED	SC-2023-06	01/08/2023
2023-06/2c	LAM/PICH MOVE TO appoint Thomas Banks, Julia Viloso & Janine Chew to the University Senate.	CARRIED	SC-2023-06	01/08/2023
		Result	Meeting	Date
2023-07/2b	LAM/PICH MOVE TO appoint Colton Meronyk to the Sub-Planning Committee SAL position.	APPROVED	SC-2023-07	15/08/2023
2023-07/2c	LAM/ABDELWAHAB MOVE TO appoint Suhasini Dube to the Health & Dental SAL Position.	APPROVED	SC-2023-07	15/08/2023
2023-07/3a	GRIFFITHS/ALMEIDA MOVE TO allow Jacob Verghese to present on the CRO's advertising strategy for the 2023 by-election.	CARRIED	SC-2023-07	15/08/2023

2023-07/3b	BEASLEY/FOTANG MOVE TO allow Wasiimah Joomun to present on the Canadian Alliance of Students' Associations.	CARRIED	SC-2023-07	15/08/2023
	GARBUTT/SAIF MOVE TO extend the presentation by 10 minutes.	CARRIED	SC-2023-07	15/08/2023
	BEASLEY/ABDELWAHAB MOVE TO extend the presentation by 10 minutes.	CARRIED	SC-2023-07	15/08/2023
2023-07/9a	FLAMAN/FORD MOVE TO approve the release of funds from the Sustainability and Capital Fund not to exceed \$10,000 to pay for a Dewey's washroom upgrade Schematic Design Report.	CHECK MOTION BELOW - REFERRED TO FINANCE COMMITTEE	SC-2023-07	15/08/2023
	ATWOOD/QADIR MOVE TO send the motion back to the Finance committee to acquire 2 additional quotes and funding options.		SC-2023-07	15/08/2023
2023-07/9b	FOTANG/GRIFFITHS MOVE TO nominate one (1) member of the council for the Sustainability Committee.	CARRIED	SC-2023-07	15/08/2023
	ATWOOD is appointed to the Sustainability Committee via acclamation.		SC-2023-07	15/08/2023
2023-07/9c	FLAMAN/BEASLEY MOVE TO nominate two (2) members of the Students' Council to the Discipline, Interpretation, and Enforcement (D.I.E.) Board hiring committee.	CARRIED	SC-2023-07	15/08/2023
	MOHAMED and ABDELWAHAB are appointed to the Discipline, Interpretation, and Enforcement (D.I.E.) Board hiring committee, via acclamation.		SC-2023-07	15/08/2023
		<b>Result</b>	<b>Meeting</b>	<b>Date</b>
2023-08/1	MOHAMED/FOTANG MOVE TO suspend the Standing Orders to move agenda item 3b from the Late Addition and be added to the Order Papers.	CARRIED	SC-2023-08	29/08/2023
2023-08/2b	LAM/THIESSEN MOVE TO appoint Rebecca Barnes, Colton Meronyk, Alison Kennedy & Aaryan Shetty to the Student Group Committee SAL positions.	CARRIED	SC-2023-08	29/08/2023
2023-08/3a	ALMEIDA/FOTANG MOVE TO allow Hailey Babb to present on navigating inclusive access.	CARRIED	SC-2023-08	29/08/2023
	FLAMAN/SAIF MOVE TO extend the presentation by 10 minutes	CARRIED	SC-2023-08	29/08/2023
	FLAMAN/GARBUTT MOVE TO extend the presentation by 10 minutes	CARRIED	SC-2023-08	29/08/2023
2023-08/3b	BEASLEY/FLAMAN MOVE TO allow Nicole DeGrano to present on the UASU's Stride Program.	CARRIED	SC-2023-08	29/08/2023
	PICH/GARBUTT MOVE TO forego recess	CARRIED	SC-2023-08	29/08/2023
		<b>Result</b>	<b>Meeting</b>	<b>Date</b>
2023-09/9a	GRIFFITHS/THIESSEN MOVE TO approve the first principles of the revised Student Spaces and Deferred Maintenance policy, as presented.	CARRIED	SC-2023-09	12/09/2023
2023-09/9b	ATWOOD/RAITZ MOVE TO approve the Second Principles of Bylaws 110/120/130/140.	CARRIED	SC-2023-09	12/09/2023
2023-09/9b	ATWOOD/AISENSTAT MOVE TO approve the Second Principles of Bylaw 9000.	CARRIED	SC-2023-09	12/09/2023
2023-09/9c	FOTANG/GRIFFITHS MOVE TO nominate two (2) members of the Students' Union to the Advisory Search Committee for Provost and Vice-president (Academic)	CARRIED	SC-2023-09	12/09/2023