



APPEALS COMMITTEE

STANDING ORDERS & TERMS OF REFERENCE 2020-2021

Standing Orders

Membership

The Appeals Committee shall consist of at least three eligible Corporation members. The Principal, staff and student members are not eligible for membership.

Anyone with prior involvement in the matter under consideration may not be involved in making decisions at any appeal hearing.

The Committee may appoint an advisor to attend all meetings. The advisor is not eligible to vote.

Meetings

The Committee shall meet on an 'as required' basis.

Chair

The Committee shall appoint a chair for each meeting from amongst its members

Clerking

The Clerk to the Corporation.

Should a situation arise where the Clerk to the Corporation is unavailable the Appeals Committee will appoint a clerk. The clerk must be a person who is not a Corporation member or the Principal.

Quorum

Three eligible members

Resolutions

Decisions shall be made by a simple majority (ordinary resolution) unless legislations or statutory guidance indicates that a special resolution is required.¹

Terms of Reference

To consider any appeals against decisions made by the Principal, that are not covered under any other statutory committee terms of reference.

¹ Special resolution requires a majority of at least 75% of votes cast [Sect. 283 (4)]