

Academic Appeals Panel

Committee purpose

To be an independent review body for formal academic appeals and appeal outcome reviews for undergraduate, postgraduate taught and research student cases. All academic committees operate in accordance with the University's governing documents – Charter, Statutes and Regulations – and the Public Interest Governance Principles.

Membership

Each Panel shall consist of:

- Chair: A Pro-Vice-Chancellor or Deputy Pro-Vice-Chancellor
- A minimum of two members drawn from a pool of expert staff with no current academic or personal connection with the cases under consideration by the Panel
- Panel members to be appointed by the University Education Committee for a tenure of three years, in the first instance
- The pool will comprise of expert academic and professional services staff.

Appointment requirements:

- i. Staff with significant experience of taught course and research examinations matters.
- ii. In appointing members, the University Education Committee will be mindful of the need to achieve a membership with balanced experience of undergraduate and postgraduate taught and research courses.

Terms of Reference

1. The Academic Appeal Panel will review the Formal Appeal decision, taking consideration of the following:
 - Whether the relevant policies, procedures and regulations were followed during the formal stage;
 - Whether the outcome was reasonable;
 - Whether the student received clear reasons why the academic appeal was rejected at the formal stage;
 - Whether the student has provided new evidence that could have made a difference to the outcome and given good reasons for not providing this earlier.
2. The Appeals Panel is empowered to come to one of the following decisions:
 - Determine that the outcome of the Formal Appeal stage was reasonable and correct and there is no further information provided in the review form to alter this decision. A Completion of Procedures letter will be sent to the student.

- Refer the appeal request to the relevant academic body for reconsideration.

3. The Panel will:

- a) Provide advice on the interpretation and application of the Progression and Award and associated appeal regulations.
- b) Oversee matters of policy and procedure relating to appeals in respect of taught courses.
- c) Provide for Termination of Training Appeals Panels to be convened as and when required to consider appeals against decisions of a Fitness to Practise Panel, as specified in the relevant Regulations. The Panel will be chaired by an experienced academic member of the Academic Appeals Board, the Vice-Chancellor or one of the Pro-Vice-Chancellors.
- d) Report and make recommendations in respect of appeals on an annual basis to the University Education Committee, via the Education and Students Regulations Committee.
- e) Meet as required.