



## APPEAL TO THE BOARD OF GOVERNORS POLICY

Policy Area:	Board		
Policy Number:	ABGPL_2509R_BG/GOV		
Policy Sponsor:	President		
Policy Contact:	Governance & Privacy Coordinator		
Applies to:	Students and Employees		
Authority:	<i>College and Institute Act</i>		
Approval Authority:	Board of Governors		
Approval Date:	September 23, 2025		
Effective Date:	November 1, 2025		
Replaces:	Student and Employee Appeal Policy (2020 Board of Governors Bylaws)		
Last reviewed:	September 2025	Scheduled review date:	September 2030

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Procedures: *Procedures for Appeals to the Board of Governors*

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### 1. Policy Statement

Section 37 of the College and Institute Act establishes the right for Students and Employees to Appeal to the Okanagan College Board of Governors a decision of the President to suspend them from the institution for Just Cause.

### 2. Purpose

This policy establishes the principles and other requirements to conduct an Appeal and ensure that individuals have the opportunity to present their case and seek a review of a Suspension decision in a fair, equitable and timely way.

### 3. Scope and Application

This policy applies to individuals appealing a Suspension from Okanagan College for Just Cause. For Students, this policy applies to non-academic misconduct and related decisions. Appeals for academic decisions should be made through the *Education Decisions Appeal Policy*. For Employees, College policies and Collective Agreements outline the applicable options for other appeals of misconduct and related decisions.

## 4. Definitions

<b>Appeal</b>	Means an appeal of a decision made by the President. For the purpose of this policy Appeals must be related to suspensions made under section 37 of the College and Institute Act which includes a Suspension for Just Cause.
<b>Appellant</b>	Means an individual who files an Appeal to a Suspension made by the President of the College.
<b>Board Appeal Committee</b>	Means the appeal committee established by the Board of Governors to hear Appeals made under this policy.
<b>Employee</b>	Means any person employed by (or who has an appointment with) the College. For the purpose of this policy also means Employees formerly employed by Okanagan College.
<b>Just Cause</b>	Means a serious offence where the College has determined the Appellant to have breached their contractual obligations as a Student or Employee in a fundamental way or where they have committed misconduct that has irreparably damaged their relationship with the College.
<b>Statement of Appeal</b>	Means the statements and supporting information required in order to conduct a review of decision through an Appeal process. For the purpose of this policy, includes all of the submission requirements outlined in <i>section 3.3 of the Procedures for Appeals to the Board of Governors</i> .
<b>Student</b>	Means any person enrolled as a student at Okanagan College. For the purpose of this policy also means Students formerly enrolled at Okanagan College.
<b>Suspension</b>	Means a formal action taken by the College to remove a Student or Employee from their academic, professional, or institutional activities. A Suspension is typically imposed as a result of a serious breach of contractual, academic, or behavioral obligations. For the purpose of this policy Suspension refers to those suspensions made for Just Cause.

## 5. Principles

This policy is established to ensure the following principles are applied during an Appeal to the Board of Governors made under Section 37 of the College and Institute Act:

- 5.1 That all individuals, regardless of their status or position within the institution, are treated in a fair and equitable way.
- 5.2 That there is transparency in the process to ensure all parties know how decisions are made and what is expected of them.
- 5.3 That timelines are established that are prompt and efficient.
- 5.4 That the privacy of individuals is protected.
- 5.5 That consistency is applied to ensure similar situations are treated in a similar way.
- 5.6 That the Board Appeal Committee is established to ensure it can operate in an impartial way and is free from any conflicts of interest.

## 6. Appeals

- 6.1 Appellants must file an Appeal based on the established timelines and grounds for appeal, and following the processes set out in the *Procedures for Appeals to the Board of Governors*.
- 6.2 The President's decision for Suspension will remain in force during any Appeal process.
- 6.3 On receipt of a Statement of Appeal, the Chair will initiate the Appeal process.
- 6.4 The Chair of the Board of Governors will act as the Chair of the Appeal Committee and will establish the Appeal Committee as outlined in the *Procedures for Appeals to the Board of Governors*.

## 7. Decisions

- 7.1 Any decisions by the Chair and the Appeal Committee are final and binding.
- 7.2 The Appeal Committee is an appellate tribunal and will not re-hear matters.

## 8. Confidentiality

- 8.1 All Appeal proceedings and related documentation will be kept confidential and will only be disclosed to individuals directly involved in the process.

## 9. Records

- 9.1 A record of Suspension and associated Appeals are included on an Appellant's official College transcript and/or personnel file, as applicable.
- 9.2 Any records related to a Suspension shall be removed from the Appellant's College records if an Appeal is successful.

## 10. Related Acts and Regulations

*None.*

## 11. Supporting References, Policies, Procedures and Forms

*Statement of Appeal to the Board of Governors Form* (link opens in Downloads folder)

*Education Decisions Appeal Policy*

*Student Non-Academic Misconduct Policy*

*Academic Integrity Policy*

*Code of Ethical Practices Policy*

*Sexual Violence and Misconduct Policy*

### History / Revisions

Date	Action
2025-09-23	Approved by the Board of Governors: <i>Appeals to the Board of Governors Policy (ABGPL_2509R_BG/GOV)</i>