

# Academic Conduct Appeal Meeting Agenda



1. The Academic Conduct Appeal Panel will meet privately to discuss the case.
2. When the Academic Conduct Appeal Panel is ready to begin the student and representative, and the Chair of the Academic Conduct Panel will be invited into the room at the same time.
3. When all parties are present, the Chair will confirm that the Panel is being held in accordance with the Academic Conduct Procedure. The student will be asked to confirm that they have received the documentation and have been advised of their rights to representation.
4. **Consideration of Case**
  - a) The student will be invited to present their appeal following which the Appeal Panel may ask the student a range of questions.
  - b) The Chair of the original panel or person making the original decision will be invited to present the case/evidence, following which the Appeal Panel and student may ask questions.
  - c) The Chair of the original panel or person making the original decision will be invited to make any further comments
  - d) The student will be invited to make a closing statement.
  - e) The Chair of the original panel and the student will be asked to leave the meeting while the Panel make a decision.

The student may be informed of Panel's decision at the end of the meeting, if the Chair feels this is appropriate. Alternatively, the student will be informed that the decision will be sent to their university and personal email account within 1 week (excluding bank holidays).

## 5. Appeal Panel Discussion

- a) The Appeal Panel will determine if the student has satisfied grounds for appeal.
- b) If so, the Appeal Panel will determine whether to start a new investigation because our procedure was not followed or to change the decision of the Academic Conduct Panel (but not to increase the penalty) because there is new evidence to consider or the previous decision was unreasonable or biased.