



Title: Appeals Committee (3) **Reports to:** Council
Status: BCIT Student **Department:** Governance
Honorarium: \$150 per appeal **Full/Part Time:** n.a.
Wage Last Amended: n.a. **Job Description Last Amended:** October 2020

SUMMARY

Each BCITSA Appeals Committee, comprised of three students at large, is appointed to hear any appeals for a given SA election or by-election. Through these roles, the committee members learn more about BCITSA governance, the administration of elections, and the application of due process, written rules, and precedent from similar cases.

JOB DUTIES

Committee Training & Preparedness

- Upon appointment, the Committee members shall receive relevant training in matters of due process, fairness, natural justice, and applicable rules and precedents
- Often, Committee members may be advised on very short notice that somebody has filed an appeal of a decision of the Elections Committee

Deciding Appeals

- The Committee invites both sides, the Elections Committee & the appellant, to present their arguments and to answer any Appeals Committee questions
- Understand and apply any applicable Bylaws, Regulations, and policies
- Meet in private, with a member of Advocacy staff, and reach a decision in a timely manner

REQUIREMENTS AND ASSETS

- Communication skills
- Organizational skills
- Good judgement and sense of fairness
- Current BCIT student
- Not a candidate for election
- Not have any real or perceived conflicts of interest relating to any parties to an appeal