THE UNIVERSITY OF MANITOBA

THE FACULTY OF ARTS
LOCAL DISCIPLINE COMMITTEE
BY-LAWS

1. **Meeting**

1.1 The Arts discipline committee shall meet at the call of the permanent non-voting Secretary.

1.2 Additional meetings may be called at the request of the chairperson or at the written request of at least two members.

2. **Quorum**

2.1 The quorum shall be four members ensuring at least one student and one faculty are present.

3. **Chairperson & Secretary**

3.1 The Committee shall elect a chairperson from the membership who shall serve two years. If there is no chairperson in place, the first order of business shall be to elect a chair. There shall also be a permanent non-voting secretary who is the Executive Assistant to the Dean (Academic), Faculty of Arts.

4. **Hearing and Appeals Procedures**

4.1 The hearing procedures of the Arts discipline committee shall be in accordance with the rules for all Local Discipline Committees as provided for in 2.4.6.1 to 2.4.6.16 2.10.1 to 2.10.17 of the University Student Discipline By-Law revised by the Board of Governors, November 19, 1992: September 16, 2008.

4.2 The appeals procedure of the Arts discipline committee shall be in accordance with the rules for all Local Discipline Committees as provided for in 2.3.1 to 2.3.8 2.71 to 2.76 and 2.8.1 to 2.85 of the University Student Discipline Policy By-Law revised by the Board of Governors, November 19, 1992: September 16, 2008.

4.3 In the hearing of any particular case, only those members who were present at the initial hearing can take part in all other subsequent hearings until the termination of that case. The chairperson shall only vote to break a tie.

*First Approved Arts Faculty Council May 22, 1987
Revision approved by Arts Faculty Council, April 28, 1993
Revision approved by Arts Faculty Council, November 12, 1998

(Updated by B. Jennings, December 2008)