



Policies related to Teaching

TRU Policies

For a complete list of policies, please see the TRU official policy website

<http://www.tru.ca/policy/allpolicy.html>

Confidentiality of Student Information

- ADM 02-2
- http://www.tru.ca/_shared/assets/admo2-25613.pdf



Class Cancellation Policy

Policy number BRD 14-0

http://www.tru.ca/_shared/assets/Cancellation_of_Classes_TRU_Policy_BRD_14-05620.pdf

The Board of Governors believes that the instructional process is extremely important and views the unnecessary cancellation of classes as a very serious matter. In general, no cancellation of classes or any scheduled instructional activity should occur unless covered by relevant clauses in the current collective agreement or by policy governing leave. The only exceptions are where circumstances beyond the control of an instructor make it imperative that such a scheduled instructional activity be cancelled.

Examinations

- Many appeals are based on non-adherence ED 3-9.
- Faculty members may be unaware of the regulations.

http://www.tru.ca/_shared/assets/Examinations5652.pdf

Student Appeals

- **Policy Number: ED – 4-0**
- **TRU encourages students and staff to resolve academic issues through discussion.**

When resolution is not reached,
students may bring forward for formal review.

The formal review process concludes with a
decision that is final and binding upon all parties.

TRU recognizes the right of students to appeal:

- Decisions on final grades (an appeal on a decision on a grade other than a final grade requires consent of the relevant Dean);
- Decisions on the application of Senate policies, procedures and regulations as they relate to student academic performance
- Perceived unethical conduct by TRU staff or other students.

Attempt to resolve the issue with the person with whom the issue originated

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graph TD; A[Attempt to resolve the issue with the person with whom the issue originated] --> B[If the issue is not resolved, attempt to resolve the issue with the person at the next highest level of responsibility (normally a Department Chair for campus courses or the Director of Program Delivery for OL courses)]; B --> C[If still unresolved, attempt to resolve the issue with the Dean/Director (Williams Lake)]; C --> D[If the issue remains unresolved, then the student may commence a formal appeal];
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If the issue is not resolved, attempt to resolve the issue with the person at the next highest level of responsibility (normally a Department Chair for campus courses or the Director of Program Delivery for OL courses)

If still unresolved, attempt to resolve the issue with the Dean/Director (Williams Lake)

If the issue remains unresolved, then the student may commence a formal appeal

If choosing to initiate a formal appeal, a student must follow the steps outlined on the Academic Appeals Form.

http://www.tru.ca/_shared/assets/edo4-05656.pdf

Other policies

http://www.tru.ca/_shared/assets/Faculty_Office_Hours5592.pdf

http://www.tru.ca/_shared/assets/ED_3-5_Grading_Systems35364.pdf

http://www.tru.ca/_shared/assets/Submission_of_Final_Grades5655.pdf

http://www.tru.ca/_shared/assets/Waitlist5650.pdf

http://www.tru.ca/_shared/assets/Withdrawals5640.pdf

- With the exception of the Faculty of Law and Open Learning's Independent Study courses, 20% of the course evaluation must be provided to students prior to the last day to withdraw from a course.

http://www.tru.ca/_shared/assets/Policy_ED_03-135351.pdf

http://www.tru.ca/_shared/assets/ConflictofInterest5581.pdf