

 <b>BRANDON UNIVERSITY</b>	<b>Professional Standards Committee Procedures</b>	<b>Approved by:</b> Education Faculty Council
<b>Faculty of Education Administrative Policy</b>	<b>First Approved:</b> June 2007	<b>Updated:</b> June 2018

### 1.0 Policy General Purpose

The Faculty of Education is obligated to ensure that students graduating from the Faculty of Education meet the highest academic and professional standards.

### 2.0 Policy Guidelines

The Professional Standards Committee (PSC) for undergrad students consists of the Chair of the Undergrad Education Committee, Director of Field Experience, elected faculty member and Director of PENT/CBE (when students in these programs are involved). The PSC for undergrad students will be chaired by the Chair of the Undergrad Education Committee. The Professional Standards Committee for graduate students consists of the Chair of the Graduate Education Program and Chairs of the three graduate departments. The PSC for graduate students will be chaired by the Chair of the Graduate Education Program. The PSC is responsible for determining the appropriate response to allegations of academic and professional misconduct by students in the Faculty of Education.

Professional standards issues may be referred to the Professional Standards Committee by Faculty members, including those involved in supervision, the Director of Field Experience, a co-operating or other teacher or a student in the Faculty of Education. The Professional Standards Committee is responsible for considering a range of options with respect to the student's performance and continuation in the Faculty of Education. If the Committee believes there are reasonable grounds to impose sanctions they will advise the student in writing, with a copy to the Dean of Education.

The Professional Standards Committee hearing will follow a standard format. It will include:

1. The individual referring the student will outline in writing to the PSC the nature of the violation of the Professional Standards Policy. The Chair of the PSC will explore if the concern is widespread.
2. The student will have an opportunity to respond in writing to the concern identified.
3. The Chair of the Professional Standards Committee will call a meeting inviting all parties involved. The student may invite a BUSU representative for support. The PSC will ask questions for clarification of both parties (separately) and adjourn to deliberate.
4. The Professional Standards Committee will consider a range of options from dismissal from the program to dismissal of the concern, with no further action required on the

part of the student. The committee's recommendation will be communicated in writing to the student, the faculty member and the Dean of Education.

5. The student may appeal the Professional Standards Committee recommendation to the Dean of Education. Appeals must be in writing and be received by the Dean within 30 days of the date of the decision by the Professional Standards Committee.
6. The Dean will meet with the student and make a decision on the appeal within 14 days of meeting with the student. The Dean will communicate the decision to the Senate office.

### **3.0 Scope of the Policy**

Applies to all students in Faculty of Education programs.

### **4.0 Definitions**

PENT – Program for the Education of Native Teachers

CBE – Community Based Education

### **5.0 Reference to Other Policies**

Policy on Academic Dishonesty and Misconduct

Discrimination and Harassment Prevention Policy

Manitoba Teachers' Society – Code of Professional Practice

### **6.0 Approval Process**

Faculty of Education

### **7.0 Appendices**

N/A

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## **Procedures**

Inquiries may be directed to the Office of the Dean of Education at [deanofed@brandonu.ca](mailto:deanofed@brandonu.ca) or (204) 727-9616.

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