1 Investigation Stage and Initial Decision

Alleged offence reported to a Master

If involves or may involve violation of criminal law (Appendix V of the Regulations refers)

No further action. Matter closed.

Case disposed summarily. Matter closed.

Disciplinary hearing required:
For minor* offence: by the Master
For major* offence: by Disciplinary Panel.

Other cases: Master investigates (Appendix II)

Master’s initial decision

Appeal

* As defined in Appendix I

2 Hearing of Cases

Minor offence → Considered by the Master → Decision → Appeal considered by a Dean of a Faculty or his/her nominee (following determination of a prima facie case by the Dean or his/her nominee) → Decision → No further right of appeal except on grounds of procedural fault etc. (3(a) below)

Major offence (+) → Considered by the Disciplinary Panel → Decision → Appeal considered by the Appeal Panel (following determination of a prima facie case by the Chair) → Decision → No further right of appeal except on grounds of procedural fault etc. (3(a) below)

(+): In certain circumstances the Vice-Chancellor or his/her delegate may instruct a Master to deal with a major offence(s). In such a case the penalties available to the Master will include those available to a Disciplinary Panel in Appendix I above. The procedure to be followed by the Master will be that set out in Appendix III concerning a Master’s hearing. Appeals will follow the route for a major offence in this diagram.
3 (a) Appeals on procedural grounds against a decision of a Master following appeal to a Dean, or a decision of the Disciplinary Panel following appeal to the Appeal Panel

- Appeal on grounds of alleged procedural fault, bias, irregularity or other inadequacy
- Senior Deputy Vice-Chancellor (or another Pro-Vice-Chancellor) to determine whether a prima facie case exists
- Decision
- Appeal considered by Student Discipline Grievance Committee
- Decision
- No further right of appeal in University. Student may request the Office of the Independent Adjudicator for Higher Education to review.

3 (b) Appeals against penalties imposed under other Regulations (for non-residential buildings*, the Library*, IT facilities* and for Traffic in the University**)

- Appeal*
- Considered by a Master
- Decision
- No further right of appeal except on grounds of alleged procedural fault, bias, irregularity or other inadequacy (3(a) above) [* and **]

KRG/JLP/KAB/HAP
21.2.2013