

CAPPE/ACPEP JUDICIAL COMMITTEE

Terms of Reference

Purpose:

The Judicial Committee of the Canadian Association for Pastoral Practice and Education (CAPPE/ACPEP) represents the last court of appeal in the Association. The Judicial Committee considers and rules on all appeals submitted to it.

Functions:

The Committee functions as an appellate body for Appeals of Decisions. Rulings shall be made concerning grievances of actions taken by the Educational Standards Commission, Professional Practice Commission, the Ethics Committee, the Board of Directors or any other Appeals which may be submitted to it. Appeals will be considered only when all appropriate due processes of the Association have been completed, as outlined in the Handbook Appendix I and II. (Bylaws Section VII)

Membership and Officers:

The Judicial Committee shall consist of five members of the Association in good standing. Members of the Committee shall not hold another office or serve on another Commission or Committee of the Association, nor be in the process of Certification. The chair and Committee members shall be elected biannually at an Annual General Meeting. They shall serve for a two-year term, renewable once. The Committee will elect its own secretary biannually, from within the Committee. In the event that a Committee member has a conflict of interest in a particular appeal, such member will withdraw from any deliberation pertaining to this appeal.

Meetings:

The Chair of the Judicial Committee shall keep members informed and call meetings according to the schedule and demands of specific Appeals submitted to the Committee. Other meetings may be convened to consider general issues related to the Association.

Quorum:

A quorum shall be constituted by three of the five members.

Reports and Consultation:

The Judicial Committee shall report regularly to the Board of Directors of the Association. From time to time, the Committee may offer comments and observations to the Board about general procedures and regulations of the Association.

Communication:

The Judicial Committee considers all appeals directed to the Committee's Chair and submitted with a written statement describing the grounds for the appeal and specific reasons for which the appeal should be granted. (Cross-reference: Bylaws Section VII)

Revised: February 2004