

**DECLARATION
OF STUDENT RIGHTS AND RESPONSIBILITIES**

Université de Sherbrooke
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In the event of a discrepancy between the French and English versions, the French version takes precedence.

TABLE OF CONTENTS:

DECLARATION OF STUDENT RIGHTS AND RESPONSIBILITIES—UNIVERSITÉ DE SHERBROOKE

Preamble3

I – Student rights and responsibilities3

 1. The right to a quality university education3

 2. The right to quality supervision4

 3. The right to education in French5

 4. The right to information6

 5. The right to participate in university life6

 6. The right to a quality environment7

II – Student responsibilities8

 1. The responsibility to respect the university community8

 2. The responsibility to ensure their university education8

 3. The responsibility to carry out the tasks and roles assigned to them8

 4. The responsibility to respect the environment8

 5. The responsibility to respect the Université de Sherbrooke's rules and policies.9

III - Application9

DECLARATION OF STUDENT RIGHTS AND RESPONSIBILITIES

UNIVERSITÉ DE SHERBROOKE

PREAMBLE

The rights and responsibilities described in this Declaration are designed to ensure students can pursue their university, social, and cultural education in an environment that respects human dignity, is free from all forms of discrimination as prohibited by the *Charter of Human Rights and Freedoms*, and fosters personal responsibility and commitment in harmony with the entire University community.

This Declaration defines the student rights and responsibilities that form the basis of the rules and policies affecting them. These rights and responsibilities are also foundational to relations between the Université de Sherbrooke (University), members of the University community, and students.

General provisions

All members of the University community are bound, in their relations with students, to respect the rights described in this Declaration.

Students are full members of the University community.

Students shall acknowledge that it is the University's responsibility to manage its affairs and exercise the full powers conferred on it by its Charter and Statutes (Charte et ses Statuts).

Students shall assume the responsibilities incumbent upon them, both as described in this Declaration and in the University's Charter, statutes, regulations, policies, and guidelines.

I. STUDENT RIGHTS

1. THE RIGHT TO A QUALITY UNIVERSITY EDUCATION

In general terms, within the limits of resources available to the University, and within the framework described in the University's Charter and Statutes, students have the right to educational programs and various services that respond adequately to the general objectives of the different levels of study, to respect for the program in which they are enrolled, and to a fair evaluation. Finally, students have the right to learning conditions that take the evolution of their field of study into account and to supervision that encourages their participation.

More specifically, students have the right in particular to:

- 1.1 have at the start of their session, for each pedagogical activity in which they are registered, a written plan and its up-to-date amendments, including:
 - the objectives of the pedagogical activity;

the program of the subject to be presented according to the sequence of meetings;
the list of texts and documents the reading of which is recommended or mandatory;
the mention of the use of material that is in a language other than French;
the evaluation methods and criteria;
the teacher's periods of availability;

- 1.2 discuss with the teacher, mainly at the start of the term, within reasonable time limits, and with respect for the established content and objectives, the amount of work to be carried out, the supervision conditions, and the proposed methods of evaluation as well as to suggest possible modifications thereof;
- 1.3 have within a reasonable delay an evaluation of all their work (essays, dissertations, theses, exams, internship reports, and other work) reflecting the pedagogical activity's educational and learning objectives as well as feedback on such evaluations;
- 1.4 consult, with respect for established administrative provisions (delays and other access conditions), each work produced and exam—except for tests and evaluation instruments the consultation of which would undermine their validity, accuracy, and effectiveness—without altering their integrity, to discuss their content but not the mark given, and if applicable to obtain a formal and impartial revision of their final mark;
- 1.5 have, within a reasonable delay after the end of each term, a record of their individual and official grades.

2. THE RIGHT TO QUALITY SUPERVISION

According to the objectives of excellence and quality in university life pursued by the University, students have the right to:

- 2.1 services in financial aid, orientation, counselling, and supervision, to the degree enabled by the University's available resources;
- 2.2 fair access to the equipment, space, and services designed for them, to the degree enabled by the University's available resources and with respect for the administrative rules;
- 2.3 in pursuit of their education at the graduate and postgraduate levels:
 - choose, to the degree available and in agreement with the appropriate authorities and people concerned, their research director and to modify this choice if progress on their research work may be significantly compromised;
 - benefit from regular supervision and an assessment of their studies and their work progress in a timely manner;
- 2.4 have recognized, to a fair degree, their contribution to research and publications and, if applicable, their intellectual property right to such work and the copyright this entails, subject to applicable legislative provisions, to the finance and management

rules of the organizations, institutions, and people funding such work, and subject to the University's policies and regulations, as the case may be.

3. THE RIGHT TO EDUCATION IN FRENCH

In keeping with the status of French as the official language of Quebec and the regulations of the Université de Sherbrooke, students have the right to:

- 3.1 receive instruction in French, unless
 - another language is the specific subject of study;
 - the specifics of a particular program of study or pedagogical activity require otherwise;
- 3.2 not have imposed on them in an abusive way documentation in a language other than French;
- 3.3 have adequate support for improving their knowledge of languages other than French, if the educational program requires it;
- 3.4 be informed of an exception that may arise to their rights to instruction and documentation in French;

For the purpose of applying the exceptions described in paragraph 3.1, the Conseil d'administration (Board of Directors), on recommendation of the Conseil universitaire (University Council), is the only body with the authority to designate study programs whose specifics require the use of a language of instruction other than French.

4. THE RIGHT TO INFORMATION

Without restricting the scope of their rights under the *Act respecting Access to documents held by public bodies and the Protection of personal information*, in general terms and within the limits of resources available to the University, students have the right to information about the University's policies, regulations, and administrative and academic rules, and to the information required for pursuing their studies (programs, courses, and internships, if applicable), as well as to any project submitted to a university body and to any decision affecting them.

More specifically, students have the right to information on:

- 4.1 the requirements of their educational program, the possible supervision offered, and the human and material resources available for this purpose;
- 4.2 the availability of pedagogical activities in their program, as well as, to the extent possible, a description of the internships available;

- 4.3 any project submitted to a university body and any decision affecting them and having direct effects on pursuit of their program of study, research project, or internships;
- 4.4 any disciplinary measure taken or disciplinary procedure undertaken in their regard as timely as possible but without prejudice for the provisions of the *Règlement de l'École d'été d'anglais* and the *Règlement pédagogique*;
- 4.5 financial aid offered by private and public funding organizations for the pursuit of university studies.

5. THE RIGHT TO PARTICIPATE IN UNIVERSITY LIFE

Students have the right to participate in university life in a way that enables them to assume their educational responsibilities and thus to contribute, with other members of the University community, to the development of the University.

More specifically and in the framework of the University's Charter and Statutes as well as its policies and regulations, students have the right in particular to:

- 5.1 designate, through their formally recognized or accredited associations pursuant to the law, students who will serve on the various bodies of the University and whose mandate covers mainly their conditions of study, internship, and life at the University;
- 5.2 participate in drafting and in major modifications or revisions to the University's general policies, particularly those related to the evaluation of its programs and services, as well as in the drafting of university policies and study programs offered by the University's various units;
- 5.3 participate in the institutional evaluation process for instruction received and thus to contribute to the evaluation of pedagogical activities;
- 5.4 receive formal attestation of their participation in the various University and student organizations and bodies;
- 5.5 in terms of labour relations, be heard, through the intermediary of designated representatives of their formally recognized or accredited associations pursuant to the law, by the University's Comité de direction (Management Committee) during the preparation of major negotiation orientations on subjects that have an impact on their education and their living conditions at the University;
- 5.6 participate, through the intermediary of their graduate-level representatives, in the determination of general conditions for the development of research and financial-support policies for graduate and post-graduate students.

6. THE RIGHT TO A QUALITY ENVIRONMENT

In general terms, students have the right to a quality environment in the pursuit of their university education.

More specifically, taking available resources into account and within the framework of the University's Charter and Statutes, as well as its policies and regulations, students have the right in particular to:

- 6.1 adequate study and learning conditions;
- 6.2 in their relationships with members of the University community, relations that are free from sexual harassment, discrimination prohibited by the *Charter of Human Rights and Freedoms*, and pressure to give favours in return for services to which they are entitled;
- 6.3 the safeguarding of their dignity and to protection by the University against abusive conduct by any person representing the University or serving as its employee;
- 6.4 adequate services and measures designed to protect their personal safety on the University's various campuses;
- 6.5 normal conditions of hygiene and safety in their university activities.

II. STUDENT RESPONSIBILITIES

Students shall respect the University's Charter and Statutes as well as its policies, regulations, and guidelines, and shall take responsibility for their university education, for keeping informed, for participating in university life, and for respecting their environment.

Without limiting the foregoing, students are responsible in particular for:

1. respecting the university community, and especially:
 - 1.1 respecting the dignity of every member of the University community and behaving respectfully;
 - 1.2 participating in University community life;
 - 1.3 contributing to the good reputation and importance of the University.
2. taking charge of their university education, and especially:
 - 2.1 ensuring that they personally fulfill all their duties to succeed in their studies and internships, particularly through participation in pedagogical activities and the accomplishment of preparatory readings and work involved in these activities;
 - 2.2 acting ethically in all pedagogical activities related to their education, particularly during internships and during all activities involved in their status as a student of the University.

3. carrying out the tasks and roles assigned to them, and especially:
 - 3.1 performing conscientiously and respecting their work conditions when hired as research or teaching assistants;
 - 3.2 fully assuming the role given to them in positions within university bodies.

4. respecting the environment, and especially:
 - 4.1 keeping clean and in good condition any material made available to them to avoid any abnormal deterioration;
 - 4.2 keeping clean and safe the space and laboratories made available to them.

5. respecting the rules and policies of the Université de Sherbrooke, and especially:
 - 5.1 keeping informed about the University's policies, guidelines, and regulations that affect them, and respecting them;
 - 5.2 respecting the rules of intellectual property, confidentiality, and ethics in human research, particularly when training occurs through participation in research projects and internships; and respecting the University's commitments to third parties in these areas.

III. APPLICATION

No regulation or policy of the University shall be invalidated by reason on any of the provisions in this Declaration. An appropriate mechanism has been established to resolve any possible conflict in the document regarding the mandate of the student ombudsman (*Mandat de la protectrice ou du protecteur des droits des étudiantes et des étudiants*).

If any doubt arises in the interpretation of a provision of the Université de Sherbrooke's regulations, policies, or guidelines, it shall be decided in such a way as to not abolish, restrict, or infringe on the rights and responsibilities recognized in this Declaration.

General responsibility for applying this Declaration is assigned to the member of the Management Committee who is responsible for student life. They shall implement awareness and information programs related to the Declaration after first submitting them to the Conseil de la vie étudiante (Student Council) for approval.

All members of the University community who have management duties shall be responsible for ensuring application of this Declaration within their areas of jurisdiction.

The Services à la vie étudiante (Student Services Department) is responsible for publishing this Declaration.

Any modification to this Declaration shall be made only after consulting the Student Council.

Entry into force: October 31, 1997 (resolution CA-97-11-15)

General Secretariat

May 12, 1997

Adopted by the Board of Directors on April 28, 1997 (resolution CA-97-10-7)

Adopted by the Board of Directors on December 10, 2001 (resolution CA-2001-12-10-18)