

Script for Appeal Hearings

This hearing is called to order. We are assembled to hear the appeal of _____(university) that is appealing the decision of the Council on Academic Accreditation in Audiology and Speech-Language Pathology (CAA) to (withhold/withdraw) (accreditation/candidacy status) for the (master's program in Speech-Language Pathology/clinical doctoral program in Audiology).

My name is _____, Chair of the Appeal Panel established to review this decision and to make recommendations to the CAA. The other members of the Panel are _____. Also present is a representative of the CAA, who will introduce him/herself to you at this time. Also present are _____, National Office recorder, _____ National Office resource person, and _____, ASHA Legal Counsel. Counsel's role is to advise the appeal panel on procedural matters and is not to serve as an advocate for the Council on Academic Accreditation. Counsel will not recommend a particular outcome to the appeal panel.

The members of the Appeal Panel have reviewed the complete record that was before the CAA when it made its decision to (withhold/withdraw) (accreditation/candidacy status) for the (master's program in Speech-Language Pathology/clinical doctoral program in Audiology).

Our purpose today is to determine whether or not there was credible evidence before the Council on Academic Accreditation that would justify its decision. The Appeal Panel will not receive or consider information outside of the record that was before the CAA at the time it made its decision. Our procedure will be as follows:

You will be allowed to present your case on the matter before us. The CAA will then present its case. The members of the Appeal Panel and legal counsel will be allowed to ask questions after each presentation. You will then be afforded the opportunity for rebuttal. Following your rebuttal, if there are no further questions, the Appeal Panel will review the data that have been presented. Program representative(s) shall not be permitted to direct questions to the CAA representative(s) and the CAA representative(s) shall not be permitted to direct questions to the program representative(s).

The Appeal Panel will meet in closed session with only the members of Appeal Panel, the panel's legal advisor, and the National Office recorder present to consider its recommendations and render a decision. The decision of the Appeal Panel will be by majority vote of Appeal Panel members who are in attendance at the hearing of the appeal.

You will be notified in writing by certified mail, return receipt within fifteen (15) days of the decision of the Appeal Panel. If the Panel upholds, amends, or reverses the decision of the Council, that decision becomes final as of the date of the letter informing you of the Panel's decision. When a decision is remanded, the Council shall again consider its previous decision no later than at its next regularly scheduled meeting, giving due weight to the findings and recommendations of the Appeal Panel. The results will be transmitted to you within fifteen (15) days of the reconsidered decision. The final decision is not subject to further appeal. Do you have any questions on the process?

The Appeal Panel will now hear the basis for your appeal. Are there any questions?

The CAA chair will now present its case. Are there any questions?

Does the program representative have a rebuttal statement?

Does anyone have anything further for the Appeal Panel on the matter?

On behalf of the Appeal Panel, I thank you for presenting your case in this important matter. You may be assured that the Appeal Panel will consider very carefully your remarks and the record before it. As I stated earlier, you will be notified of the decision of the Appeal Panel within fifteen (15) days. This hearing is closed.