



FOR APPROVAL

PUBLIC

OPEN SESSION

TO: Academic Affairs Committee

SPONSOR: Kelly Hannah-Moffat, Interim Vice-Principal Academic and Dean
CONTACT INFO: 905-828-3719, ypdean.utm@utoronto.ca

PRESENTER: Michael Lettieri, Acting Vice-Dean, Undergraduate
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DATE: April 19, 2016 for April 26, 2016

AGENDA ITEM: 4

ITEM IDENTIFICATION:

Timing of the University of Toronto Mississauga (UTM) Initial Assessment of Academic Standing

JURISDICTIONAL INFORMATION:

Under section 5.6 of its terms of reference, the Academic Affairs Committee considers minor amendments to Campus academic regulations that are consistent with University-wide policy. These are reported to the Provost's Office for information.

GOVERNANCE PATH:

1. Academic Affairs Committee [For Approval] (April 26, 2016)

PREVIOUS ACTION TAKEN:

No previous action in governance has been taken on this proposal.

HIGHLIGHTS:

Currently at the University of Toronto Mississauga (UTM), undergraduate students, except those who have not yet attempted 4.0 credits, have their Academic Standing assessed at the end of each academic session (i.e. Fall-Winter and Summer) and are determined to be either in Good Standing or On Academic Probation.

Students who have attempted less than 4.0 credits at the university are currently deemed “Not Assessed”. The purpose of this long-standing exception was to give new students a “fair chance” to establish their true level of performance before being assessed, however recent policy changes including those related to Late Withdrawal and Credit/No Credit have resulted in some students remaining in the “Not Assessed” category for a number of sessions. The proposed change below will bring the timing of UTM Assessment of Academic Standing inline with that of the Faculty of Arts and Science, which was similarly changed in 2014.

The proposal recommended by the Office of the Registrar and being brought forward by the Office of the Dean is as follows:

Change the timing of the Academic Assessment so that all students are assessed at the end of each academic session (i.e. Fall-Winter and Summer) regardless of the number of credits attempted with a final grade.

The intended outcomes of the proposed policy change are to identify and assist struggling students earlier in their academic careers and to provide early intervention in the form of formal feedback for “On Probation” students and an invitation from the Office of the Registrar for advising and referral to additional support services. This proposed change will align with and support UTM’s “Early Alert” initiative, allowing us to reach out to as many “at-risk” students as possible.

Under the new policy, some students could be suspended as early as the end of the summer session of their first year of study. The Office of the Registrar will work to ensure all students assessed as “On Probation” after their first Fall/Winter session are advised not to enroll in the compressed, highly challenging summer session and will insist that all these students also attend a one on one advising appointment before moving forward into Fall/ Winter of their second year. For students who are “On Probation” after their first Fall/Winter session and do not register in summer courses, the earliest they could be suspended is the end of their second Fall/Winter session.

The proposed change and its rationale are outlined in the attached memo and proposal. In addition the proposed Calendar entry is also included.

In preparing the proposal, the Office of the Registrar consulted widely with the Dean of Students, Robert Gillespie Academic Skills Centre (RGASC), UTM Student Union, and Office of Student Transition, and all parties expressed support. In addition, the Office of the Dean shared the proposal with the Department Chairs and Institute Directors for feedback and comments.

FINANCIAL IMPLICATIONS:

There are no net implications for the campus’ operating budget.

RECOMMENDATION:

Be it Resolved,

THAT the proposed change in the timing of assessment of Academic Standing, as recommended by the Interim Vice-Principal Academic and Dean, Professor Kelly Hannah-Moffat, in the proposal dated March 15, 2016, be approved, effective September 1, 2016.

DOCUMENTATION PROVIDED:

AAC 2016 04 26 Item Memorandum

AAC 2016 04 26 Item Proposal

AAC 2016 04 26 Item Proposed Changes to Calendar 2016-2017



UNIVERSITY OF
TORONTO
MISSISSAUGA

To: Kelly Hanna-Moffat, Acting Vice-Principal and Dean
Michael Lettieri, Interim-Vice-Dean, Undergraduate
From: Diane Crocker, Registrar and Director of Enrolment Management
Date: March 15, 2016
RE: Timing of UTM's Initial Assessment of Academic Standing

Executive Summary

The University of Toronto (UTM) Office of the Registrar (OR), after broad campus consultation, is putting forth a recommendation to Academic Affairs to change the timing of the initial assessment of academic standing (see "Change in Timing of Initial Academic Assessment" attached). The current practice is to assess twice a year only after a student has attempted at least 4.0 credits. The proposed change is to run the formal assessment regardless of the number of credits attempted (i.e. at least 0.5 credits).

The goal is to place an official academic standing status for all students after each session so that we are able to appropriately support them. The Faculty of Arts and Science made this change two years ago (see "Faculty of Arts & Science Notice of Motion: Timing of the Faculty's Initial Assessment of Academic Standing" attached) and UTSC does this three times a year as they are on a semester based system.

The following people/units have been consulted: Dean of Students, Robert Gillespie Academic Skills Centre (RGASC), UTM Student Union, and Office of Student Transition. The general consensus is that identifying "at-risk" students early is a positive thing, especially if students can be advised by the OR and then, when appropriate, directed to various resources and services, such as the Health and Counselling Centre, the RGASC, the Family Care Office, AccessAbility, etc. The resources are available and trained professionals can actively work with students to address the challenges students face which result in poor grades.

Upon approval, a minor change to the calendar language will be required (see attached: Proposed Change to Calendar 2016-2017 - Academic Standing).

Attached:

- Change in Timing of Initial Academic Assessment
- Faculty of Arts & Science Notice of Motion: Timing of the Faculty's Initial Assessment of Academic Standing
- Proposed Change to Calendar 2016-2017 - Academic Standing



Change in Timing of Initial Academic Assessment

March 15 2016

Currently at the University of Toronto Mississauga (UTM), undergraduate students, except those who have not yet attempted 4.0 credits, have their Academic Standing assessed at the end of each academic session (i.e. Fall-Winter and Summer). Assessment result in a student falling into one of two categories:

1. **Good Standing** – Students who have earned a cumulative GPA (CGPA) of at least 1.50.
2. **On Academic Probation** – Students who have earned a CGPA of less than 1.50. A student on Academic Probation is able to continue in courses the following session but is requested to seek counselling and assistance through the Office of the Registrar (OR). Students that begin the academic session on Academic Probation must achieve a CGPA of 1.50 or more by the end of the session to move into Good Standing. Those with a CGPA of less than 1.50 but a sessional (Summer) or annual (Fall-Winter) GPA of 1.70 or more can continue on Academic Probation. Students with a CGPA of less than 1.50 and a sessional (Summer) or annual (Fall-Winter) GPA of less than 1.70 will be placed on suspension.

Students who have attempted less than 4.0 credits at the university are currently deemed “Not Assessed”. The purpose of this long-standing exception was to give new students a “fair chance” to establish their true level of performance before being assessed. Two changes in our policies prompted a review of this rule: the Late-Withdrawal (LWD) policy, which allows students to drop up to 3.0 credits by the end of classes; and the Credit/No Credit (CR/NCR) policy which allows up to 2.0 credits to be taken as CR/NCR with no impact on GPA. These two changes now provide students with an appropriate “shield” from the consequences of a weak initial start; however, a student combining them with the “Not Assessed” rule can avoid assessment for a number of sessions. (Reference: Faculty of Arts & Science Notice of Motion: Timing of the Faculty’s Initial Assessment of Academic Standing, attached)

Proposal: Change the timing of the Academic Assessment so that all students are assessed at the end of each academic session (i.e. Fall-Winter and Summer) regardless of the number of credits attempted with a final grade.

The aim of the change is to meaningfully identify and assist struggling students earlier in their academic careers. The proposed change would mean that, beginning with the 2016-2017 Academic Year, all first year students will be assessed for Academic Standing at the end of their first academic session (i.e., in April as long as they have completed a minimum 0.5 credits) and will be assessed every session following.

Changing this procedure is the essential first step in identifying students “at-risk” as early as possible in their undergraduate career. Students “on probation” will receive the formal feedback they need to reflect and make changes to their studies and to keep them on track to graduate in a timely manner. The Office of the Registrar (OR) will contact these students to invite them in for advising and refer them to the appropriate campus resources. Early intervention from the OR in combination with referral and access to support services will help struggling students identify academic and personal areas that are most in need of attention and allow them to develop a suitable plan to move into (and remain in) “Good Standing”. This proposed change will align with and support UTM’s “Early Alert” initiative, allowing us to reach out to as many “at-risk” students as possible.

This change will bring UTM in line with the Faculty of Arts and Science which introduced this change in the summer of 2014.

Proposed by: Diane Crocker, Registrar and Director of Enrolment Management

Proposed Change to Calendar 2016-2017 - Academic Standing

<p>Location of Proposed Change</p>	<p>2016-2017 Academic Calendar https://student.utm.utoronto.ca/calendar//calendar.pl General Regulations/Grades/Academic Status</p>
<p>Current Wording in Calendar</p>	<p>Academic Status</p> <p>Good Standing; Probation; Suspension</p> <p>The following regulations apply to both degree and non-degree students who have attempted at least 4.0 credits at the university.</p> <ol style="list-style-type: none"> 1. Students who are neither on probation, suspended, nor refused further registration are described as being in good standing. Their cumulative GPA is at least 1.50. 2. Students shall be on academic probation if they: <ol style="list-style-type: none"> 1. have a cumulative GPA of less than 1.50, or 2. return from suspension, or 3. have been admitted on academic probation. 3. Students who, at the end of any session (Winter or Summer) during which they are on probation: <ol style="list-style-type: none"> 1. have a cumulative GPA of 1.50 or more shall be in good standing; 2. have a cumulative GPA of less than 1.50, but a sessional (Summer) or annual (Fall-Winter) GPA of 1.70, or more, shall continue on probation; 3. have a cumulative GPA of less than 1.50, and a sessional (Summer) or annual (Fall-Winter) GPA of less than 1.70, shall be suspended for one calendar year unless they have been suspended previously, in which case they shall be suspended for three calendar years. 4. Students who return from a three-year suspension and are again liable for suspension shall be refused further registration to the University of Toronto. <p>NOTES:</p> <ol style="list-style-type: none"> 1. There are two sessions (Summer and Fall/Winter) in each calendar year and status is assessed at the end of each session. Status is not assessed following the Fall term. 2. Courses attempted are those in which a student was enrolled on the deadline to drop a course without academic penalty unless an LWD (Late Withdrawal After the Drop Date) or a WDR (Late Withdrawal) has been approved for the course. 3. Cumulative GPA and sessional GPA/annual GPA will be calculated for students who have course grades pending due to SDF, GWR or NGA. Academic status will be assessed excluding these courses. 4. Students who finish the Fall-Winter session or the Summer session on probation and who have been granted deferred standing in a course, are advised to enrol in a maximum of 5.0 further courses (Fall/Winter) minus the weight of the course in which they have been granted a further deferral. Students on academic probation (less than 1.50 CGPA) are advised NOT to enrol in summer session courses.
<p>Proposed Change</p>	<p>Academic Status</p> <p>There are four kinds of academic standing: In Good Standing; On Probation; On Suspension; Refused Further Registration. The following regulations apply to students who have attempted at least 0.5 credits at the university.</p> <ol style="list-style-type: none"> 1. Students who are neither on probation, suspended, nor refused further registration are described as being in good standing. Their cumulative GPA is at least 1.50. 2. Students shall be on academic probation if they: <ol style="list-style-type: none"> 1. have a cumulative GPA of less than 1.50, or 2. return from suspension, or 3. have been admitted on academic probation. 3. Students who, at the end of any session (Winter or Summer) during which they are on probation: <ol style="list-style-type: none"> 1. have a cumulative GPA of 1.50 or more shall be in good standing; 2. have a cumulative GPA of less than 1.50, but a sessional (Summer) or

Proposed Change to Calendar 2016-2017 - Academic Standing

	<p>annual (Fall-Winter) GPA of 1.70, or more, shall continue on probation;</p> <ol style="list-style-type: none"> 3. have a cumulative GPA of less than 1.50, and a sessional (Summer) or annual (Fall-Winter) GPA of less than 1.70, shall be suspended for one calendar year unless they have been suspended previously, in which case they shall be suspended for three calendar years. 4. Students who return from a three-year suspension and are again liable for suspension shall be refused further registration to the University of Toronto. <p>NOTES:</p> <ol style="list-style-type: none"> 1. There are two sessions (Summer and Fall/Winter) in each calendar year and status is assessed at the end of each session. Status is not assessed following the Fall term. 2. Courses attempted are those in which a student was enrolled on the deadline to drop a course without academic penalty unless an LWD (Late Withdrawal After the Drop Date) or a WDR (Late Withdrawal) has been approved for the course. 3. Cumulative GPA and sessional GPA/annual GPA will be calculated for students who have course grades pending due to SDF, GWR or NGA. Academic status will be assessed excluding these courses. 4. Students who finish the Fall-Winter session or the Summer session on probation and who have been granted deferred standing in a course, are advised to enrol in a maximum of 5.0 further courses (Fall/Winter) minus the weight of the course in which they have been granted a further deferral. Students on academic probation (less than 1.50 CGPA) are advised NOT to enrol in summer session courses.
Discussion and Rationale	This change has been implemented at the Faculty of Arts and Science. The Chairs, Directors, RGASC, Student Affairs and students have been consulted.
Final Approval by	Registrar Academic Dean Academic Affairs Committee