



FOR APPROVAL

PUBLIC

OPEN SESSION

TO: Academic Affairs Committee

SPONSOR: Amrita Danieri, Vice-Principal Academic and Dean
CONTACT INFO: 905-828-3719, vpdean.utm@utoronto.ca

PRESENTER: Neil Neebar, Assistant Registrar, Student Records, Registration and
CONTACT INFO: Graduation

DATE: April 18 , 2017 for April 25, 2017

AGENDA ITEM: 5

ITEM IDENTIFICATION:

Modification to Existing Academic Regulation: UTM Credit/No Credit Policy

JURISDICTIONAL INFORMATION:

Under section 5.6 of its terms of reference, the Academic Affairs Committee is responsible for minor amendments to Campus academic regulations that are consistent with University-wide policy.

GOVERNANCE PATH:

- 1. Academic Affairs Committee [For Approval] (April 25, 2017)**

PREVIOUS ACTION TAKEN:

No previous action has been taken.

HIGHLIGHTS:

The Credit/No Credit Policy has been in place at UTM since fall 2011. The proposal is a minor change to the existing policy. It is proposed that the deadline to select the Credit/No Credit option be moved from the last day to cancel a course from the academic record, to the last day of classes.

Consultation with the Chairs of the Academic Departments at UTM resulted in full support for this change. The UTMSU is very supportive as well as indicated in their letter to the Dean which is included herein.

FINANCIAL IMPLICATIONS:

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

RECOMMENDATION:

Be it Resolved,

THAT the modification to the UTM Credit/No Credit Policy, proposed by the Office of the Registrar, recommended by the Vice-Principal Academic & Dean, Professor Amrita Daniere, and described in the proposal dated March 8, 2017, be approved, effective May 1, 2017.

DOCUMENTATION PROVIDED:

UTM Credit / No Credit Policy Change

**Modification to existing Academic Regulation:
Credit/No Credit Policy – University of Toronto Mississauga**

Type of Proposal:	Modification to existing Academic Regulation
Department/Unit Proposing:	Office of the Registrar
Department/Unit Contact:	Diane Crocker, Registrar and Director of Enrolment Management diane.crocker@utoronto.ca
Date of Proposal:	March 8, 2017
Faculty/Academic Division:	University of Toronto Mississauga
Effective Date:	Immediately with publication in 2017-2018 UTM Academic Calendar
For Transcript Notations:	
Wording for the notation:	N/A
List of programs that will be able to take advantage of the notation:	N/A

Background

Beginning in the 2011-2012 Fall-Winter Session, degree students at the University of Toronto Mississauga (UTM) were able to select up to a total of 1.0 credits (raised to 2.0 credits in 2012-2013) to be assessed on a Credit/No Credit (CR/NCR) basis. The policy was introduced at UTM (following the implementation of a similar policy at Faculty of Arts and Science) to allow students to take courses in unfamiliar subject areas without risk to their academic record. The current deadline to make this decision (via ACORN) coincides with the last day to cancel a course from the academic record. In accordance with the University's Grading Practices Policy, students will have received feedback for 15% of the term work for an H course and 25% for a Y course by this CR/NCR deadline.

Current State

During the 2016 Summer and 2016-17 Fall-Winter Sessions, 3439 UTM students (707 courses) took advantage of the CR/NCR policy. In the fall term alone there were 1837 courses with a CR/NCR status from 1647 students for 327 different fall half credit courses. Of these, 1422 received credit (CR) (455 received a final mark of 70% or more), 334 received no credit (NCR), and 33 students have standing deferred (SDF) status.

Proposed Change and Rationale

It is proposed that the deadline to select CR/NCR be moved from the last day to cancel a course from the academic record to the last day of classes for the following reasons:

- Better aligns with the spirit of the original policy by:

- allowing students to take a course outside of their comfort zone without fear impact to their academic record
- providing more time and more fulsome information to thoughtfully consider the CR/NCR option
- Instead of being limited to the option of selecting Late Withdrawal After the Drop Date (LWD) for a course, students would have the option to select CR/NCR at the end of term and retain credit
- Reduces the occurrence of early CR/NCR selection which results in sacrificing a good mark on the academic record (32% of students who selected CR/NCR in the 2016 Fall term obtained a final mark over 70%)
- Financially beneficial to the student if it stops them from selecting LWD for a course - save tuition that would have to be paid to take additional courses
- Reduces the number of petitions for reversal of CR/NCR for program requirements or to include course grade in CGPA (147 petitions to add/remove CR/NCR status from 2016 Summer, 2016-17 Fall-Winter to date)
- Simplifies course option (LWD, CR/NCR) deadlines:
 - giving students more than one option to consider at the same time
 - streamlines the deadlines for students and staff
- Allows for cohesive academic advising opportunities
 - LWD vs. CR/NCR
 - Entry requirements for program
 - Completion of program requirements

It is believed that this student-centered change will improve the UTM student experience by streamlining the CR/CR/NCR process, reducing anxiety, giving students more time and information before having to make a decision, and, allow for improved academic advising by both the Office of the Registrar and academic departments. We believe this could also have a positive impact on our year one to year two retention rate, and on our graduation rate. We are aware that the University of Toronto Mississauga Students' Union (UTMSU) supports this proposal (See: Appendix 1: UTMSU Submission to the Vice-Principal Academic and Dean on February 1, 2017).

Changes to the Academic Calendar resulting from the acceptance of this proposed change in policy are found in Appendix 2.

Appendix 1:

University of Toronto Mississauga Students' Union (UTMSU) Submission

February 1, 2017

Dear Dean Amrita Daniere, Diane Crocker and the Office of the Registrar,

On behalf of the 13,000 members that the University of Toronto Mississauga Students' Union (UTMSU) represents, we are requesting to extend the credit/no credit (Cr/NCr) deadline to the last day of classes.

It is understood that the purpose of the credit/no credit policy is to give students a chance to try a course that they may not have taken within their subject post. Unfortunately, with the current credit no/credit policy, students have been known to take advantage of it. Thus, they do not apply their full academic potential if they know the course mark will not go on their transcript.

With this amendment to the existing policy, students will be less likely to petition to remove Cr/NCr for courses if they decide to switch their program. With an extended deadline to the last day of classes, students will have a suitable amount of time to determine if they want to switch their program based on their interest in the course.

The petition and appeal process is lengthy and time consuming, and juggling this on top of the regular University workload, extracurriculars and personal life, this can cause a great strain upon the student. This amended policy would benefit both students, and the Office of the Registrar because it would save time, money and resources; all while aiding students in their academic success.

We understand that there is a process to change these policies, but we are willing to work together and are confident that we can provide solutions to improve students' academic experiences here at UTM. We hope that you take our requests into consideration, and we look forward to hearing from you.

Regards,

Vanessa Demello
VP University Affairs and Academics

Jihan Khatib
Student Rights Coordinator

Appendix 2:

Academic Calendar Change to Language – Credit/No Credit

Location of Proposed Change	2017-2018 Academic Calendar https://student.utm.utoronto.ca/calendar//calendar_detail2.pl?Topic=Credit%2FNo%20Credit
Current Wording in Calendar	<p>Credit/No Credit</p> <p>Students at the University of Toronto Mississauga may select up to a total of 2.0 credits to be assessed on a Credit/No Credit basis.</p> <p>To achieve a status of CR (Credit), a student must achieve a final mark of at least 50%. Marks below that will be assessed as NCR (No Credit). Courses with a final status of CR will count as degree credits but will have no effect on the student's GPA. These courses may be used to meet Distribution Requirements, but cannot be used to satisfy Subject POST requirements.</p> <p>Courses with a final status of NCR will not count as degree credits and will not be included in the GPA calculation.</p> <p>Students may exercise this option for a total of 2.0 credits within the total number of credits required for a degree. CR/NCR requests are made on ACORN. The choice is not restricted as to year, level of course or campus. This option is not available to non-degree students.</p> <p>The Credit/No Credit option must be chosen or cancelled no later than the last day to cancel that course without academic penalty. The Credit/No Credit option cannot be used for a course in which the student has committed an academic offence. If a student has specified the CR/NCR option in a course in which he or she commits an academic offence, the CR/NCR option will be revoked and the percentage grade will stand as the course grade.</p> <p>Warning: Some programs specify that courses with a grade of CR/NCR will not count as part of the 4.0 credits required for program entry. Program entry requirements are detailed in departmental listings in this calendar.</p>
Proposed Change	<p>Credit/No Credit</p> <p>Students at the University of Toronto Mississauga may select up to a total of 2.0 credits to be assessed on a Credit/No Credit basis.</p> <p>To achieve a status of CR (Credit), a student must achieve a final mark of at least 50%. Marks below that will be assessed as NCR (No Credit). Courses with a final status of CR will count as degree credits but will have no effect on the student's GPA. These courses may be used to meet Distribution Requirements, but cannot be used to satisfy Subject POST requirements.</p> <p>Courses with a final status of NCR will not count as degree credits and will not be included in the GPA calculation.</p>

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Discussion and Rationale	See: <i>Modification to existing Academic Regulation: Credit/No Credit Policy – University of Toronto Mississauga</i>
Final Approval by	Registrar