



FOR INFORMATION

PUBLIC

OPEN SESSION

TO: Academic Affairs Committee

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PRESENTER: Lorretta Neebar, Registrar & Director of Enrolment Management and
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DATE: April 30, 2018 for May 7, 2018

AGENDA ITEM: 5

ITEM IDENTIFICATION:

Annual Report (2016-17): Committee On Standing, Office of the Registrar

JURISDICTIONAL INFORMATION:

Under section 5.7 of its terms of reference, the Academic Affairs Committee receives reports from its subcommittee on academic appeals.

GOVERNANCE PATH:

1. Academic Affairs Committee [For Information] (May 7, 2018)

PREVIOUS ACTION TAKEN:

The annual report was provided for information to the Academic Affairs Committee on April 25, 2017.

HIGHLIGHTS:

The purpose of the information package is to inform the Academic Affairs Committee of the work of Committee on Standing (COS) specifically providing details concerning the focus of the work, the numbers of cases considered and the outcomes. It is not intended to create a discussion regarding individual cases or their specifics, as they were dealt with by a body, which was bound by due process and fairness. The COS reviews appeals for petitions decisions made by the Office of the Registrar.

The report covers the period between September 1, 2016 to August 31, 2017.

The report highlights the types of petitions assessed by the Office of the Registrar, totalling 5527 petitions in the given period. The COS met five times during this period and reviewed 42 appeals for a total of 27 students, 12 appeals were granted and 30 were refused. Seven cases were appealed to the Academic Appeals Subcommittee.

FINANCIAL IMPLICATIONS:

There are no financial implications.

RECOMMENDATION:

For information.

DOCUMENTATION PROVIDED:

Annual Report (2016-17): Committee On Standing, Office of the Registrar

**University of Toronto Mississauga
Annual Report to the Academic Affairs Committee
Committee On Standing
2016-2017**

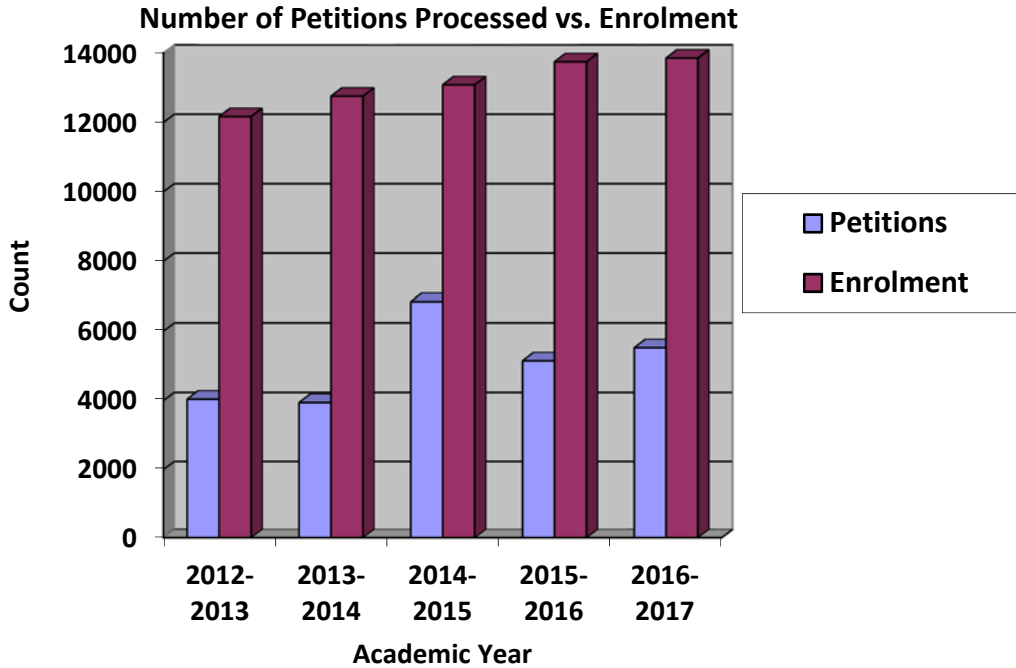
From the Office of the Registrar

The University of Toronto Mississauga Office of the Registrar (OR) adjudicates petition requests on behalf of the Committee on Standing (COS) as well as manages the hearing of first appeals, of refused petitions, to the members of COS. The membership is comprised of faculty members at UTM. Representatives from the OR attend hearings in a non-voting capacity, with the exception of the Registrar and Director of Enrolment Management, who serves as the Chair of COS who is pleased to provide this summary report for September 1, 2016 to August 31, 2017.

Petitions and Committee on Standing - An Overview

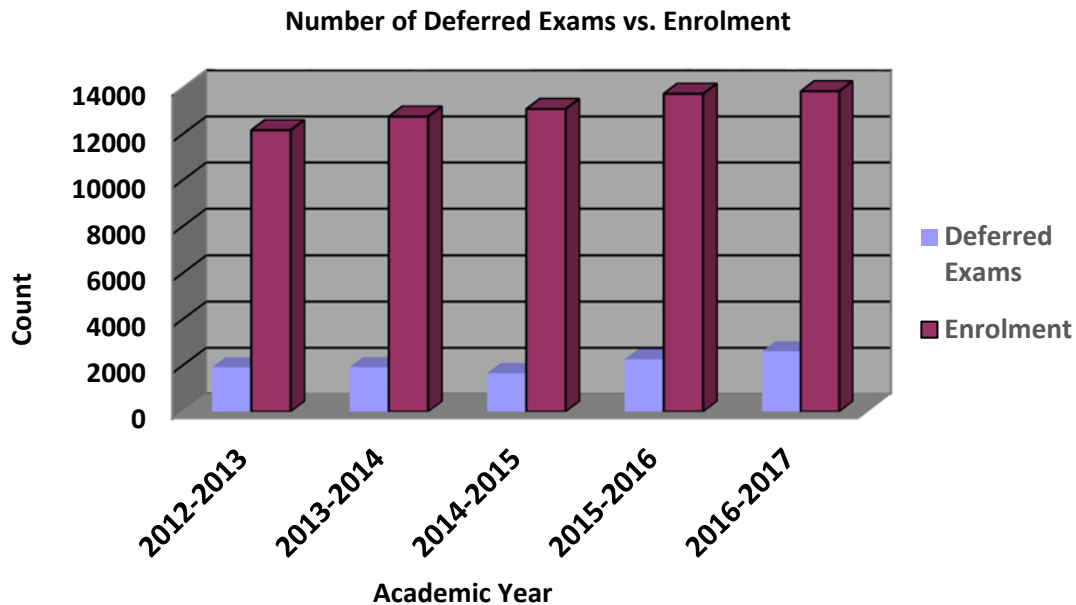
The OR processed 5527 petition requests on behalf of the COS in 2016-2017. The largest number were for first deferrals of unwritten final examinations which comprised 39% of the requests. Students who are granted a first deferral of an exam are required to write it during the deferred examination period (which follows directly after the regular exam periods in April, June and August, but is scheduled in the February Reading Week for December regular exams).

Petition Type	# of Petitions	Granted	Refused	Deferred	Cancelled
Late Withdrawal	817	364	408	15	30
Extension of Time	305	187	100	0	18
First deferral of unwritten UTM examination	2149	2121	9	0	19
Second deferral of unwritten UTM examination	323	244	69	0	10
First/Second Deferral of unwritten St. George/UTSC examination	140	127	11	0	2
Lift of 1 year suspension	104	30	58	0	16
Lift of 3 year suspension	15	4	10	0	1
Return early from 3 year suspension	14	8	6	0	0
Lift of refused further registration	1	1	0	0	0
Exception to Degree	44	4	34	0	6
Late enrolment	356	162	146	0	48
Course overload	799	434	168	47	150
Other	460	223	167	12	58
Total	5527	3909	1186	74	358



Regular and Deferred Exams

The OR scheduled 761 final examinations for the December, April, June and August regular exam period, preparing 85,213 individual scripts. An average of 15% of UTM's student population did not write their regular UTM examination and submitted a petition for an exam deferral to be written in the deferred examination period.



Committee on Standing Cases

The COS will review an appeal with new information (not presented in the original petition request) within 90 days of the original petition decision date. Appeals must be submitted in writing to the OR. All appeals are heard by the COS before the student can appeal to the UTM Academic Appeals Subcommittee.

The COS met 5 times and reviewed 42 appeals; 12 appeals were granted while 30 were refused.

Note: Mark Overton, Dean of Student Affairs & Assistant Principal, Student Services, was acting Chair of COS from July 1, 2017, while Lorretta Neebar served as Interim Registrar & Director of Enrolment Management.

Appeal Type	# of Appellants	# of Appeals	Granted	Refused
Late withdrawal without academic penalty (LWD)	10	24	6	18
Lift of Suspension (One Year, Three Year, Refused further registration)	7	7	3	4
Deferral of unwritten examination	2	2	1	1
Extension of Time	2	3		3
Credit/No Credit (removal or granting)	6	6	2	4
Total	27	42	12	30

Late Withdrawal without Academic Penalty (WDR) vs. Late Withdrawal after the Drop Deadline (LWD)

The decrease in LWDs in 2016-2017 may be attributed to change in deadline to request CR/NCR from the last day to drop a course from the academic record to the last day of classes for UTM students, which was made effective on May 1, 2016.

The low number of LWDs requested in 2014-2015 can be attributed to the academic provisions provided to students impacted by the CUPE 3902 strike in the Winter 2015 term. These provisions included the use of Credit/No Credit (CR/NCR) towards Subject POST requirements, exemption from the maximum number of CR/NCR (2.0 credits) and extended request deadlines.

Academic Year	WDR	LWD	Total	LWD% vs. Enrolment
<u>2012-2013</u>	554	3060	3614	30%
<u>2013-2014</u>	614	3114	3727	30%
<u>2014-2015</u>	577	2343	2920	18%
<u>2015-2016</u>	630	2867	3497	21%
<u>2016-2017</u>	817	2473	3290	17%