



**FOR INFORMATION**

**PUBLIC**

**OPEN SESSION**

**TO:** UTM Academic Affairs Committee

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**PRESENTER:** N/A  
**CONTACT INFO:**

**DATE:** April 26, 2021 for May 3, 2021

**AGENDA ITEM:** 9

**ITEM IDENTIFICATION:**

Annual Report (2019-20): 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. UTM Academic Affairs Committee [For Information] (May 3, 2021)

**PREVIOUS ACTION TAKEN:**

The annual report for 2018-19 was provided for information to the Academic Affairs Committee on May 4, 2020.

**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, 2019, to August 31, 2020

The report highlights the types of petitions assessed by the Office of the Registrar, totaling 5914 in the given period.

COS met 6 times to review 56 appeals; 22 were granted and 34 were refused. 16 cases were appealed to the Academic Appeals Subcommittee.

**FINANCIAL IMPLICATIONS:**

There are no financial implications.

**RECOMMENDATION:**

For information.

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**DOCUMENTATION PROVIDED:**

Annual Report (2019-20): Committee On Standing, Office of the Registrar

## **From the Office of the Registrar**

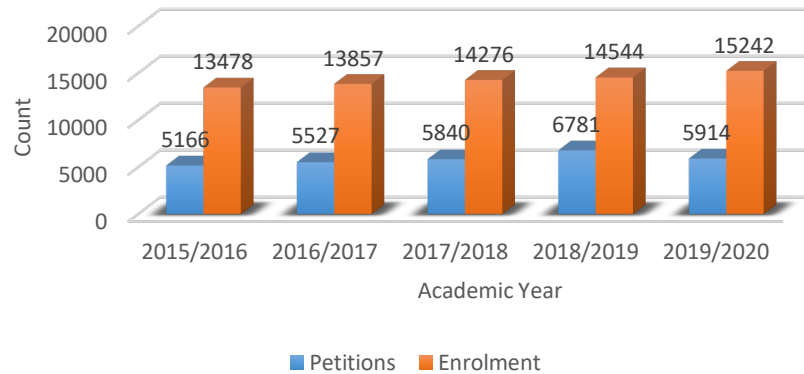
The University of Toronto Mississauga Office of the Registrar (OR) adjudicates petition requests on behalf of the Committee on Standing (COS) as well as manages the hearing of first appeals, of refused petitions, to the members of COS. In addition to the Assistant Registrar, Academic Standards and Petitions, a new role was created in 2019 to provide support for the increasing numbers at UTM – Academic Standards and Petitions Coordinator. 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 and who is pleased to provide this summary report for September 1, 2019 to August 31, 2020.

### **Petitions and Committee on Standing - An Overview**

The OR processed 5914 petition requests on behalf of the COS in 2019-2020. The largest number was for course overloads which comprised 23.47% and the second largest was the first deferral of unwritten UTM examinations which comprised 22.96% of the requests. This increase in course overload requests may be attributed to students taking advantage of the shift to online courses for Summer 2020 and Fall 2020 in light of COVID19. 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). The reduction in the Other category could be a result of the movement of Credit/No Credit from the Other category to the Exception to Degree category.

<b>Petition Type</b>	<b># of Petitions</b>	<b>Granted</b>	<b>Refused</b>	<b>Deferred</b>	<b>Cancelled</b>
<b>Late Withdrawal</b>	645	343	232	40	30
<b>Extension of Time</b>	376	258	91	1	26
<b>First deferral of unwritten UTM examination</b>	1358	1342	3	0	13
<b>Further deferral of unwritten UTM examination</b>	689	635	36	7	11
<b>First/Further Deferral of unwritten St. George/UTSC examination</b>	152	136	10	0	6
<b>Lift of 1 year suspension</b>	147	24	94	2	27
<b>Lift of 3 year suspension</b>	28	3	19	0	6
<b>Return early from 3 year suspension</b>	16	6	8	0	2
<b>Lift of refused further registration</b>	6	0	3	0	3
<b>Exception to Degree</b>	624	236	319	16	53
<b>Late enrolment</b>	401	199	173	2	27
<b>Course overload</b>	1388	559	545	97	187
<b>Other</b>	84	13	20	7	44
<b>Total</b>	<b>5914</b>	<b>3754</b>	<b>1553</b>	<b>172</b>	<b>435</b>

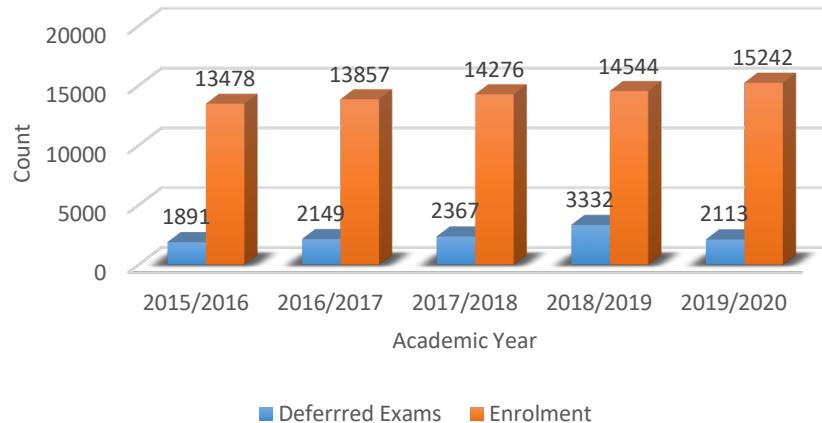
## Number of Petitions Processed vs. Enrolment



## Regular and Deferred Exams

The OR scheduled 91,595 final examinations for the December 2019 (preparing 38,625 individual scripts for that period) April 2020, June 2020 and August 2020 regular exam periods. Due to COVID19, final examinations for the latter three periods (April, June and August) were not facilitated by the OR; instead they were administered by the Course Instructors and the Departments. There were 1,144 individual scripts for the February 2020 deferred exam period. Approximately 13.86% of students were granted deferrals during 2019-2020 period. A majority of examinations were conducted by the Departments during the April, June and August exam periods, rather than the Office of the Registrar.

## Number of Deferred Exams vs. Enrolment



## 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 6 times to review 56 appeals. 22 were granted and 34 were refused. The increase in approved appeals can again be attributed to the COVID19 pandemic that impacted the Winter 2021 and Summer 2021 sessions.

\*Please note, Exception to Degree now includes Credit/No Credit

Appeal Type	# of Appellants	# of Appeals	Appeals Granted	Appeals Refused	# Appeals Deferred
Late withdrawal without academic penalty	6	14	6	8	0
Lift of Suspension (One Year, Three Year, Refused further registration)	20	20	5	15	0
Deferral of unwritten examination	2	4	2	2	0
Extension of Time	3	3	1	2	0
Exception to Degree and Credit/No Credit (removal or granting) *	10	15	8	7	0
Enrolment Restriction	0	0	0	0	0
Late Enrolment	0	0	0	0	0
<b>Total</b>	<b>41</b>	<b>56</b>	<b>22</b>	<b>34</b>	<b>0</b>

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

The significant decrease in LWDs for 2019-2020 can be directly attributed to the COVID19 pandemic and the University's temporary changes in policy to accommodate students. One major change in particular was an extension to April 22, 2020, of the last day to drop a course from the academic record, for all Term W and Term Y courses. As a result, there were no LWDs processed for Winter 2021 and any processed before the extension were cancelled or reversed. Another major change was students were allowed unlimited use of Credit/No Credit until April 22, 2020 outside of the customary 2.00 credits allotted for a degree.

<b>Academic Year</b>	<b>WDR</b>	<b>LWD</b>	<b>Total</b>	<b>LWD% vs. Enrolment</b>
<u>2015-2016</u>	630	2867	3497	21%
<u>2016-2017</u>	817	2473	3290	18%
<u>2017-2018</u>	779	2599	3378	19%
<u>2018-2019</u>	907	2670	3577	24%
<u>2019-2020</u>	430	1707	2137	14%