

TO: UTSC Academic Affairs Committee

SPONSOR: Karin Ruhlandt, Vice-Principal, Academic & Dean
CONTACT INFO: 416-208-7027, vpdean.utsc@utoronto.ca

PRESENTER: Shelby Verboven, Registrar & Assistant Dean Strategic Enrolment
CONTACT INFO: Management
416- 287-7527, shelby.verboven@utoronto.ca

DATE: October 8, 2024 for October 15, 2024

AGENDA ITEM: 5

ITEM IDENTIFICATION:

Annual Report: Subcommittee on Academic Appeals, 2023-24

JURISDICTIONAL INFORMATION:

Section 5.7 of the *Terms of Reference* of the University of Toronto Scarborough Academic Affairs Committee (AAC) provides that the Committee receives reports from the Subcommittee on Academic Appeals.

GOVERNANCE PATH:

1. UTSC Academic Affairs Committee [For Information] (October 15, 2024))

PREVIOUS ACTION TAKEN:

The Annual Report: Subcommittee on Academic Appeals (2022-23) was presented for information to the UTSC Academic Affairs Committee on October 19, 2023.

HIGHLIGHTS:

The Subcommittee on Academic Appeals is a subcommittee of the UTSC Academic Affairs Committee and was established on September 10, 2013. The Subcommittee on Academic Appeals (SAA) considers appeals against the decisions of the Dean's Advisory Committee (DAC) on petitions from undergraduate students relating to exemption from an academic regulation. The Dean's Advisory Committee must hear all petitions before a student can appeal to the Subcommittee on Academic Appeals. The Dean's Advisory Committee plays an integral role in the early resolution process, helping to reduce the number of appeals that are heard by the Subcommittee on Academic Appeals.

The year over year data below provides a view of the number of petitions filed by undergraduates at UTSC, the number of petition decisions heard by the Dean’s Advisory Committee, and finally, the number of appeals heard by the Subcommittee on Academic Appeals.

Number of petitions filed annually:

Academic Year (Sep 1- Aug 31)	# of Petitions Filed
2016 - 2017	2643
2017 - 2018	2812
2018 - 2019	3287
2019 - 2020	2394
2020 - 2021	2130
2021 - 2022	2604
2022 - 2023	3523
2023 - 2024	4599*

*The increase in petitions in 2023-24 has been due to changes in the petitions system which ask students to submit each petition request individually.

Number of undergraduate petition decisions reviewed by the Dean’s Advisory Committee:

Year	# of petition decisions reviewed by DAC
2016 (calendar year)	12
2017 (calendar year)	15
2018 (calendar year)	10
2019 (calendar year)	7
2020 (calendar year)	12
2021 (calendar year)	9
2022 (calendar year)	7
2022-23 (academic year)	8
2023-24 (academic year)	22

Appeals heard by the Subcommittee on Academic Appeals:

Academic Year (Sep 1 – Aug 31)	# of appeals heard by the Subcommittee on Academic Appeals
2016-17	3
2017-18	1
2018-19	1
2019-20	0
2020-21	1
2021-22	2
2022-23	2
2023-24	0

The data provided indicates that while the number of petitions is high, the number of cases that require adjudication by the DAC or the SAA are very low. Early resolution at the DAC results in the low number of appeals reviewed by the SAA. Students are referred to various services on campus to seek guidance on the appeals process.

FINANCIAL IMPLICATIONS:

Not applicable.

RECOMMENDATION:

Presented for Information.

DOCUMENTATION PROVIDED:

None.

Annual Report: 2023-24 Subcommittee on Academic Appeals

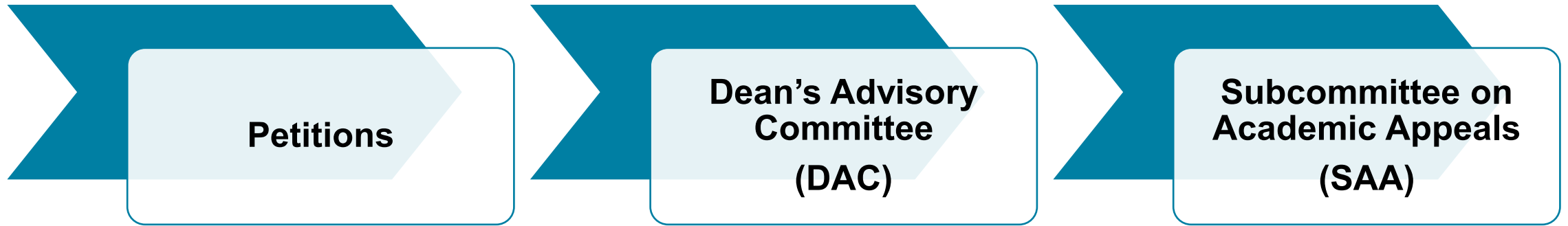
TO: UTSC Academic Affairs Committee

Shelby Verboven

Registrar & Assistant Dean,
Strategic Enrolment Management
October 15, 2024



The Process



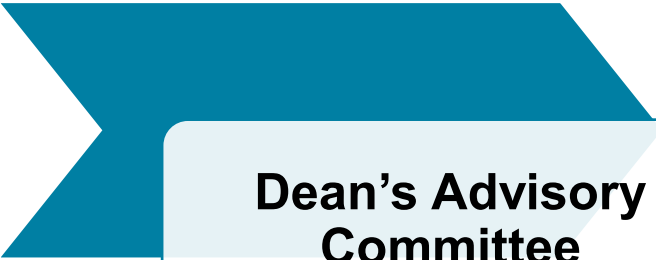
Petition Submissions to the Office of Registrar



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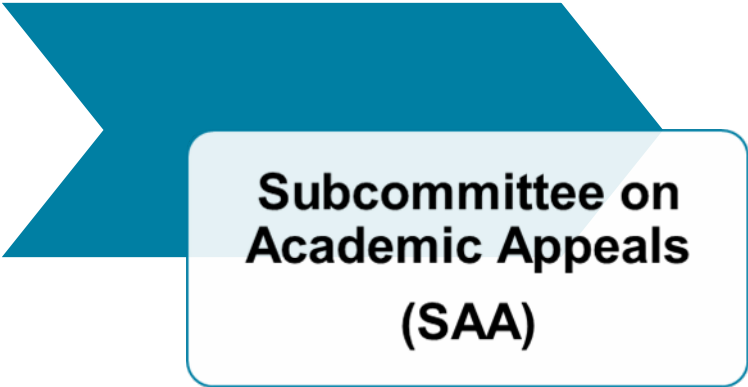
Petitions Reviewed by the Dean's Advisory Committee



**Dean's Advisory
Committee
(DAC)**

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Appeals heard by the Subcommittee on Academic Appeals



**Subcommittee on
Academic Appeals
(SAA)**

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Annual Report: 2023-24 Subcommittee on Academic Appeals

TO: UTSC Academic Affairs Committee

Shelby Verboven

Registrar & Assistant Dean,
Strategic Enrolment Management
October 15, 2024



Appendix



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DOCUMENTATION PROVIDED:

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