



FOR APPROVAL

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TO: Committee on Academic Policy and Programs

SPONSOR: Professor Nicholas Rule, Vice-Provost, Academic Programs
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PRESENTER: Same as above.
CONTACT INFO:

DATE: February 6, 2025 for February 13, 2025

AGENDA ITEM: 6

ITEM IDENTIFICATION:

Proposal to Change Academic Regulations Related to Assessment of 12.0 Distinct Credits for Degree Completion, Faculty of Arts and Science (FAS)

JURISDICTIONAL INFORMATION:

The establishment, termination or major amendment of University-wide policies governing academic regulations are considered by the Committee and forwarded to the Academic Board for approval, for example, but not limited to, policies on academic appeal procedures and standards of professional practice behaviour for students in professional faculties. Minor amendments to University-wide policies may be approved by the Committee. Amendments to divisional academic regulations that will have a major affect in the division or that would require an exception to some element of University-wide policy are considered by the Committee for approval. (AP&P Terms of Reference, Section 4.3)

GOVERNANCE PATH:

1. Committee of Academic Policy and Programs [For Approval] (February 13, 2025)

PREVIOUS ACTION TAKEN:

The Faculty of Arts and Science Faculty Council approved the proposal to change its Assessment of 12.0 Distinct Credits for Degree Completion regulation on February 12, 2025.

HIGHLIGHTS:

This is a proposal to change the undergraduate regulations at the Faculty of Arts & Science pertaining to Assessment of 12.0 Distinct Credits for Degree Completion.

Committee on Academic Policy and Programs – Proposal to Change Academic Regulations
Related to Assessment of 12.0 Distinct Credits for Degree Completion, Faculty of Arts and
Science

To be eligible to graduate with an Honours Bachelor of Arts or Honours Bachelor of Science degree, students must complete the requirements, at minimum, of one of the following: One Specialist; Two Majors; One Major and two Minors. Students enrolled in two Majors or one Major and two Minors must complete 12.0 distinct credits across these programs as part of their degree requirements. For students completing two Majors and one Minor, the additional Minor is not required for graduation and the 12.0 distinct credits are currently assessed only across the two Majors. Courses completed for the additional Minor are not taken into consideration for the assessment of this degree requirement.

The proposal is to allow, for students completing two Majors and one Minor, courses from the additional Minor to contribute to the 12.0 distinct credit degree requirement if:

1. The student has requested graduation on ACORN for the upcoming convocation period
2. The requirements for the two Majors and one Minor have been completed and have been confirmed as complete by the academic units offering the programs.
3. The student's degree requirements have all been completed, other than the 12.0 distinctive credits
4. Only credits from the Minor that are different from the credits contributing toward completion of the Majors are eligible to contribute to the 12.0 distinct credit degree requirement.

This change will allow students who have completed two Majors and one Minor to have the Minor recognized not only in the context of program completion and the notation of the complete Minor on their transcript, but also in the context of the Minor's contribution to the 12.0 distinct credit degree requirement.

The change is effective for all new and in progress Honour Bachelor of Arts and Honour Bachelor of Science students. The University of Toronto Scarborough (UTSC) put forward a similar proposal that was approved by the Committee on Academic Policy and Programs of Governing Council in May 2020.

Consultation outside the Faculty of Arts and Science has taken place with the University of Toronto Mississauga (UTM); University of Toronto Scarborough (UTSC) and the John H. Daniels Faculty of Architecture, Landscape, and Design (Daniels). All divisions were supportive of the change.

FINANCIAL IMPLICATIONS:

Any new financial obligations resulting from this change will be met at the divisional level.

RECOMMENDATION:

Be It Resolved:

THAT the proposed changes to Faculty of Arts and Science academic regulations, as described in the proposal from the Faculty of Arts and Science dated January 21, 2025, be approved effective September 1, 2025.

DOCUMENTATION PROVIDED:

- Proposal to Change Transfer Credit Regulations, Faculty of Arts and Science (FAS)



Proposal for the Creation of a New Policy/Calendar Statement or the Modification of an Existing Policy/Calendar Statement

Policy Name	The assessment of 12.0 distinct credits for degree completion
Proponent	Lisa Feng Faculty Registrar & Director, Academic Services Faculty of Arts & Science
Version Date (Please change the date as you edit the proposal.)	January 21, 2025

Summary

Please provide a brief description of the policy or calendar statement being proposed/modified and the goals for the change.

Proposal for Consideration

To be eligible to graduate with an [Honours Bachelor of Arts or Honours Bachelor of Science degree](#), students must complete – in addition to other degree requirements – the requirements for one of the following:

- One Specialist
- Two Majors
- One Major and two Minors

Students enrolled in two Majors or one Major and two Minors must complete 12.0 distinct credits across these programs as part of their degree requirements.

The list above indicates the minimum requirement for program completion for graduation. Students can in fact enrol in a maximum of three programs, no more than two of which can be a Major or a Specialist. Of these possible additional program combinations, the only combination that does not include a Specialist – for which the completion of 12.0 distinct credits is not relevant – is two Majors and one Minor.

For students completing two Majors and one Minor – and who therefore are completing an additional Minor that is not required for graduation – the 12.0 distinct credits are currently assessed only across the two Majors; courses completed for the additional Minor are not taken into consideration for the assessment of this degree requirement.

The proposal is to allow, for students completing two Majors and one Minor, courses from the additional Minor that is not required for graduation to contribute to the 12.0 distinct credit degree requirement within the following parameters:

1. The student has requested graduation on ACORN for the upcoming convocation period.
2. The requirements for the two Majors and one Minor have been completed and have been confirmed as complete in Degree Explorer by the academic units offering the programs.
 - a. Degree Explorer is a central University of Toronto application used by the Faculty of Arts & Science to allow students to track their progress through their programs and degree, academic units to assess whether students have completed their program requirements before graduation, and the Office of the Faculty Registrar (OFR) to assess whether students have completed their overall degree requirements and are eligible to graduate.
3. With the exception of the 12.0 distinct credits, the student's degree requirements have all been completed.
4. Only credits from the Minor that are different from the credits contributing toward completion of the Majors are eligible to contribute to the 12.0 distinct credit degree requirement – that is, only the courses that are contributing only to the Minor.

The University of Toronto Scarborough (UTSC) put forward a similar proposal that was approved by the Committee on Academic Policy and Programs of Governing Council in May 2020. As published in UTSC's 2024-2025 Academic Calendar for both the [Honours Bachelor of Arts](#) and [Honours Bachelor of Science](#):

"In the event that a student completes two certified Major programs and an additional certified Minor, the 12.0 distinct credits may be taken from any of these certified programs."

Goals

The goal of this proposal is to allow students who have completed a Minor in addition to two Majors – a Minor that is not required for graduation – to receive recognition for this additional program not only in the context of program completion and the notation of this completion on their transcript, but also the Minor's contribution to overall degree requirements.

Policy Statement or Calendar Language

<p>Current Text <i>State the current policy statement or the current language as it appears in the Academic Calendar.</i></p>	<p>Proposed Text <i>State the proposed policy statement or the proposed language as it would appear in the Academic Calendar.</i></p>
<p>https://artsci.calendar.utoronto.ca/hbahbsc-requirements</p> <p>“To qualify for an Honours Bachelor of Arts (HBA) or Honours Bachelor of Science (HBSc), a student must:</p> <p><i>[content excerpted]</i></p> <p>b) Complete one of the following:</p> <ul style="list-style-type: none"> • One Specialist program (which includes at least 1.0 credit at the 400-level), or • Two Major programs, which must include at least 12.0 different credits, or • One Major and two Minor programs, which must include at least 12.0 different credits” <p>Whether a student receives an HBA or HBSc depends on the programs that are completed; see Program Requirements.”</p> <p>*****</p> <p><i>[additional content on the same webpage]</i></p> <p>“Program Requirements</p> <p><i>[content excerpted]</i></p> <p>For program combinations that include more than one area (Arts and Science), the following applies:</p> <p><i>[content excerpted]</i></p> <ul style="list-style-type: none"> • Students enrolled in either two Majors or one Major and two Minors must ensure they have a minimum of 12.0 different credits between the programs.” 	<p>https://artsci.calendar.utoronto.ca/hbahbsc-requirements</p> <p>“To qualify for an Honours Bachelor of Arts (HBA) or Honours Bachelor of Science (HBSc), a student must:</p> <p><i>[content excerpted]</i></p> <p>b) Complete one of the following:</p> <ul style="list-style-type: none"> • One Specialist program (which includes at least 1.0 credit at the 400-level), or • Two Major programs, which must include at least 12.0 different credits, or • One Major and two Minor programs, which must include at least 12.0 different credits <p>If a student is enrolled in two Majors and one Minor, credits from the Minor can be used to complete the degree requirement of 12.0 different credits across programs as long as:</p> <ul style="list-style-type: none"> • the three programs have all been completed and confirmed as complete by the relevant academic units, and • all degree requirements are complete except the 12.0 different credits. <p>Whether a student receives an HBA or HBSc depends on the programs that are completed; see Program Requirements.”</p> <p>*****</p> <p>“Program Requirements</p> <p><i>[content excerpted]</i></p> <p>For program combinations that include more than one area (Arts and Science), the following applies:</p>

	<p><i>[content excerpted]</i></p> <ul style="list-style-type: none"> • Students enrolled in either two Majors or one Major and two Minors must ensure they have a minimum of 12.0 different credits between the programs. If a student is enrolled in two Majors and one Minor, credits from the Minor can be used to complete the degree requirement of 12.0 different credits across programs as long as: <ul style="list-style-type: none"> ○ the three programs have all been completed and confirmed as complete by the relevant academic units, and ○ all degree requirements are complete except the 12.0 different credits.”
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Rationale or Case for Action

You may wish to speak to when the policy or calendar statement was first created or last modified; past success/failure of the policy being modified. What has led to the decision to propose/modify the policy or calendar statement? Where appropriate, include relevant metrics and/or explain alignment with the division’s academic plan.

<p>Current Practice</p> <p>To be eligible to graduate with an Honours Bachelor of Arts or Honours Bachelor of Science degree, students must complete – in addition to other degree requirements – the requirements for one of the following:</p> <ul style="list-style-type: none"> • One Specialist • Two Majors • One Major and two Minors <p>Students enrolled in two Majors or one Major and two Minors must complete 12.0 distinct credits across these programs as part of their degree requirements.</p> <p>Students can in fact enrol themselves in a maximum of three programs, only two of which can be Majors or Specialists. The 12.0 distinct credit degree requirement is not relevant for any program combination that includes a Specialist. Of the possible other program combinations outside of the minimum graduation requirement of one Specialist, two Majors, or one Major and two Minors, the requirement of 12.0 distinct credits would be assessed only for two Majors and one Minor, and currently only using courses from the two Majors.</p>

In some cases, students are in their final session (Fall/Winter or Summer) of study and are completing two Majors and one Minor but are not on track to complete the 12.0 distinct credits across the two Majors, or students have completed their final session, the requirements for the three programs, and all degree requirements except the 12.0 distinct credits across the two Majors. To try to facilitate a student's ability to graduate without being required to take additional courses to complete this remaining degree requirement, the practice in College Registrar's Offices in both cases is:

- To advise the student to contact the academic unit(s) offering the two Majors to see if other courses they have completed could contribute to the program completion requirements and therefore to the 12.0 distinct credit degree requirement.
- If the academic units are unable to use additional courses the student has completed toward program completion requirements, to advise the student of the option to change one of the two Majors to a Minor in the same area, thereby resulting in the student completing the 12.0 distinct credit requirement across one original Major, the original Minor, and one Minor that was previously a Major. One Major and two Minors is one of the two program combinations across which the Academic Calendar stipulates that the 12.0 distinct credits must be completed; the other program combination is two Majors.

In the Winter 2020 term, there was discussion among the Faculty of Arts & Science, the University of Toronto Mississauga (UTM), and UTSC concerning a proposal for policy change to state clearly in the Academic Calendar that for students enrolled in two Majors and one Minor, the 12.0 distinct credits could be assessed across the three programs. The UTM Registrar at the time had no issues with the proposed clarification in the language in the Academic Calendar and UTSC moved ahead with a proposal that was approved by the Committee on Academic Policy and Programs of Governing Council in May 2020. The Faculty of Arts & Science focused during that timeframe on other proposals for policy change.

The case for change

The proposal first discussed in Winter 2020 is now being revisited. For students completing two Majors and a Minor – the Minor is an additional program that is not required for graduation – the 12.0 distinct credit degree requirement should not be assessed only across the two Majors. A student enrolled in an additional Minor should not be asked to complete additional courses not required for completion of either Major or for any other degree requirement in order to meet the 12.0 distinct credit degree requirement, nor should they be asked instead, to facilitate the completion of this degree requirement without taking any additional courses, to change one of their completed Majors to a Minor.

Students who have completed two Majors and one Minor should have the Minor recognized not only in the context of program completion and the notation of the complete Minor on their transcript, but also in the context of the Minor's contribution to the 12.0 distinct credit degree requirement.

Impact and Implementation of Proposed Change(s)

Indicate the positive and negative implications that need to be considered in the creation/modification of the policy or calendar statement. State the impact of the creation/modification of policy or calendar statement on the divisional student experience as well as potential effects on other University of Toronto divisions.

The modification to policy to allow courses from the Minor to contribute to the assessment of the 12.0 distinct credit degree requirement for students who have completed two Majors and one Minor will only be to the benefit of students, and will also bring the Faculty of Arts & Science into alignment with UTSC.

The OFR would implement this change in Degree Explorer, by making an exception to allow courses from the Minor to contribute to the 12.0 distinct credits if needed, within the following parameters:

1. The student has requested graduation on ACORN for the upcoming convocation period.
2. The requirements for the two Majors and one Minor have been completed and have been confirmed as complete in Degree Explorer by the academic units offering the programs.
3. The 12.0 distinct credit degree requirement is the only degree requirement that the student has not completed.
4. The only credits from the Minor that are eligible to contribute to the 12.0 distinct credit degree requirement are those that are different from credits contributing toward the Majors – that is, the courses are contributing only to the Minor.

Consultation Undertaken

Please provide evidence of consultation with any stakeholders (e.g., students, staff, faculty members, alumni, U of T divisions, third-party stakeholders if applicable) to be affected by the creation/modification of policy or calendar statement. Indicate how stakeholders will be notified of the proposed/modified policy or calendar statement following approval.

In the Faculty of Arts & Science

Consultation has been undertaken with the following stakeholder groups:

September 18, 2024: Presentation at the Faculty Management Team (FMT) meeting; support was expressed for the proposal.

September 24, 2024: Presentation to advisors in College Registrar’s Offices; support was expressed for the proposal.

September 26, 2024: Presentation at the Arts & Science Communication & Consultation (C&C) meeting; no objections were put forward by this stakeholder group.

October 2, 2024: The College Registrars confirmed support of the proposal, the documentation for which had been shared with them on September 18, in a meeting of the Faculty Registrar and the College Registrars.

October 18, 2024: Presentation to the Arts & Science Students' Union (ASSU); support was expressed for the proposal.

January 17, 2025: Presentation to the Association of Part-Time Undergraduate Students (APUS); support was expressed for the proposal.

Across the University

The Faculty of Arts & Science's documentation for the proposal to modify the policy concerning the assessment of 12.0 distinct credits for degree completion was shared with the Registrars of, and additional registrarial colleagues at, UTM and UTSC, as well as with the University Registrar, in October and November 2024. Any feedback provided about the proposed text for the Academic Calendar or the overall proposal document was incorporated as relevant into the documentation.

The documentation for the proposal to modify the policy concerning the assessment of 12.0 distinct credits for degree completion was shared with the Registrar of the John H. Daniels Faculty of Architecture, Landscape, and Design on December 10, 2024; the Registrar expressed support for the proposal.

Policy Implementation

Please indicate when the proposed/modified policy or calendar statement will go into effect as well as where and how this will be implemented.

Effective Date

Pending the relevant governance approval, the proposed modifications to the Faculty of Arts & Science Academic Calendar will go into effect as of September 1, 2025, with the publication of the 2025-2026 Academic Calendar in May 2025.

Implementation Timeline

The addition of the combination of two Majors and one Minor to the programs across which 12.0 distinct credits are assessed would, pending relevant governance approval, be implemented immediately as of the proposed effective date of September 1, 2025. The first convocation cycle for which this modified policy would be in effect would be Spring 2026.

Consultation/Governance Pathway

Steps/Stakeholders	Date(s) of Sign-offs/Approvals
The Office of the Faculty Registrar, Faculty of Arts & Science	September 18, 2024
Office of the Dean, Faculty of Arts & Science	September 18, 2024
VPAP Sign-off	December 20, 2024
Arts & Science Council	February 12, 2025 (for approval)
University of Toronto Committee on Academic Policy and Programs	February 13, 2025 (for approval)