

FOR INFORMATION

PUBLIC

OPEN SESSION

TO: UTM Academic Affairs Committee

SPONSOR: Professor Bill Gough, Vice-Principal Academic & Dean

CONTACT INFO: vpdean.utm@utoronto.ca

PRESENTER: --

CONTACT INFO:

DATE: May 1, 2025, for May 8, 2025

AGENDA ITEM: 13

ITEM IDENTIFICATION:

Annual Report: Academic Appeals Subcommittee, 2023-24

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 8, 2025)**

PREVIOUS ACTION TAKEN:

The annual report was provided for information to the Academic Affairs Committee on May 6, 2024.

HIGHLIGHTS:

The purpose of this information package is to meet the requirements of the Academic Affairs Committee, providing them with an overview of the Academic Appeals Subcommittee's (AAS) activities, the issues it addresses, and the procedures it follows. It is not intended to initiate discussions concerning individual cases or their specific details, as these have been adjudicated by a body committed to due process and fairness. Decisions made by the AAS are founded upon evidence presented by both parties are subject to appeal to the Academic Appeals Committee of the Governing Council.

The report encompasses the period from September 1, 2023, to August 31, 2024.

FINANCIAL IMPLICATIONS:

There are no financial implications.

RECOMMENDATION:

For Information

DOCUMENTATION PROVIDED:

2023-2024 Annual Report on Academic Appeals

Annual Report to the Academic Affairs Committee (September 1, 2023 – August 31, 2024)

The UTM Academic Appeals Subcommittee (AAS) reviews appeals regarding decisions made by the Committee on Standing (COS) concerning petitions filed by undergraduate students seeking exemption from academic regulations or standards applicable to UTM courses. The UTM AAS Terms of Reference can be found [here](#).

Appellants must present their case at a meeting convened to hear their case and may choose to have legal representation present. During the meeting, it falls upon the appellant to demonstrate to the AAS that, due to circumstances beyond their control, they merit an exemption from an academic regulation. Since the onset of the COVID-19 pandemic, AAS meetings have transitioned to virtual platforms.

The AAS is chaired by a teaching staff member appointed by the Vice-Principal Academic & Dean. Each hearing panel consists of up to 7 members, including the chair. The Secretary selects panel members from a pool of 18 teaching staff members (one designated by each department) and 4 undergraduate students. The selection of teaching staff members is made with due consideration to continuity, discipline relevance, and quorum needs. Undergraduate student members approved by the committee on the recommendation of the Chair. In addition, the Secretary, and representatives from the COS and/or the Office of the Registrar attend the hearings in a non-voting capacity.

From September 1, 2023, to August 31, 2024, the AAS convened 4 times and heard 31 distinct appeals.

Appeal Type	# of Appellants	# of Appeals	Appeals Granted	Appeals Refused
Late withdrawal without academic penalty	4	23	1	22
CR/NCR Status	2	2	1	1
Three-year suspension lift	1	1	0	1
Exception to Degree Requirements	1	1	0	1
Extension of time beyond end of term	1	1	1	0
Further deferral of unwritten final examination	2	3	1	2
Total	11	31	4	27

Note: One appellant requested late withdrawal without academic penalty from 20 courses, leading to higher appeals numbers.