

FOR INFORMATION

PUBLIC

OPEN SESSION

TO: UTM Academic Affairs Committee

SPONSOR: Professor Bill Gough, Vice-Principal Academic & Dean
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PRESENTER: N/A
CONTACT INFO:

DATE: April 21, 2026, for April 28, 2026

AGENDA ITEM: 16

ITEM IDENTIFICATION:

Annual Report: Academic Appeals Subcommittee Annual Report (2024-25)

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] (April 28, 2026)

PREVIOUS ACTION TAKEN:

The annual report was provided for information to the Academic Affairs Committee on May 8, 2025.

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 and are subject to appeal to the Academic Appeals Committee of the Governing Council.

The report encompasses the period from September 1, 2024, to August 31, 2025.

FINANCIAL IMPLICATIONS:

There are no financial implications.

RECOMMENDATION:

For Information

DOCUMENTATION PROVIDED:

Annual Report on Academic Appeals (2024-25)

Annual Report to the Academic Affairs Committee (September 1, 2024 – August 31, 2025)

The UTM Academic Appeals Subcommittee (AAS) hears appeals related to 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 are required to attend a hearing convened to consider their appeal and may, if they wish, be accompanied by legal representation. During the hearing, the onus rests with the appellant to demonstrate that, due to circumstances beyond their control, an exemption from an applicable academic regulation is warranted. Since the onset of the COVID-19 pandemic, AAS hearings are being conducted via virtual platforms.

The AAS is chaired by a teaching staff member appointed by the Vice-Principal Academic & Dean. Each hearing panel is composed of up to 7 members, including the Chair. Panel members are selected by the Secretary from a pool of 19 teaching staff members (one designated by each department) and four undergraduate students. The selection of teaching staff members is made with due consideration to continuity, discipline relevance, and quorum needs. Undergraduate student members are appointed with the approval of the committee, based on the Chair's recommendation. The Secretary, along with representatives from the COS and/or the Office of the Registrar, also attend the hearings in a non-voting capacity.

From September 1, 2024, to August 31, 2025, the AAS convened 9 times and heard 60 distinct appeals.

Appeal Type	# of Appellants	# of Appeals	Appeals Granted	Appeals Refused
Late withdrawal without academic penalty	8	32	0	32
Late Enrollment	1	1	0	1
One-year suspension lift	6	6	1	5
Three-year suspension lift	2	2	0	2
Exception to Degree Requirements	1	1	1	0
Extension of time beyond end of term	3	6	3	3
Further deferral of unwritten final examination	5	12	1	11
Total	26	60	6	54