



**FOR INFORMATION**

**PUBLIC**

**OPEN SESSION**

**TO:** Academic Affairs Committee

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**PRESENTER:**  
**CONTACT INFO:**

**DATE:** April 27, 2020 for May 4, 2020

**AGENDA ITEM:** 9

**ITEM IDENTIFICATION:**

Annual Report (2018-19): 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. Academic Affairs Committee [For Information] (May 4, 2020)**

**PREVIOUS ACTION TAKEN:**

The annual report 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, 2018, to August 31, 2019

The report highlights the types of petitions assessed by the Office of the Registrar, totaling 6781 in the given period.

COS met 7 times to review 54 appeals; 7 were granted, 46 were refused and 1 appeal was deferred. 7 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 (2018-19): Committee On Standing, Office of the Registrar

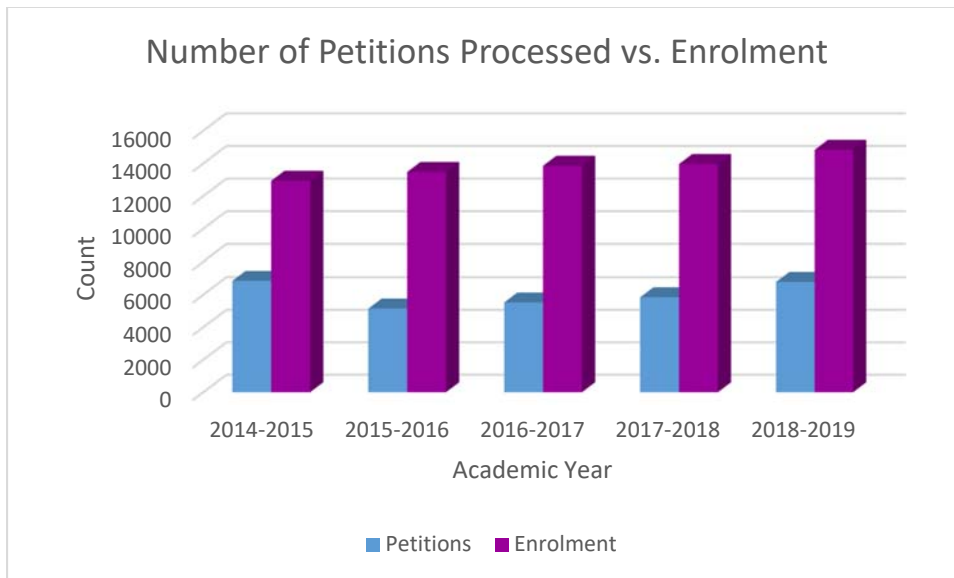
## **From the Office of the Registrar**

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. 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 who is pleased to provide this summary report for September 1, 2018 to August 31, 2019.

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

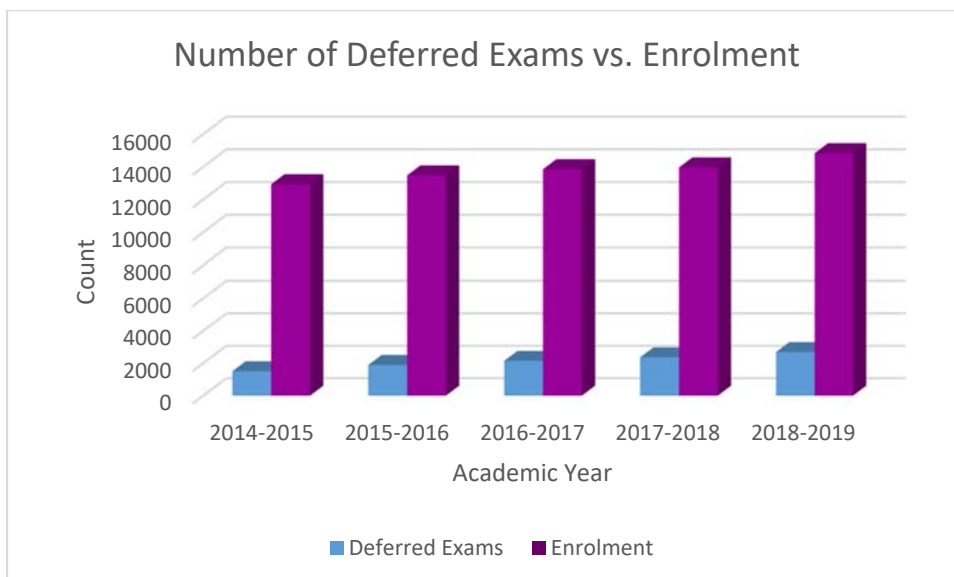
The OR processed 6781 petition requests on behalf of the COS in 2018-2019. The largest number were for first deferrals of unwritten final examinations which comprised 41.9% of the requests. Students who are granted a first deferral of an exam are required to write it during the deferred examination period (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). Petition requests for Credit/No Credit were moved the Exception to Degree Requirements category from the Other category in 2019.

<b>Petition Type</b>	<b># of Petitions</b>	<b>Granted</b>	<b>Refused</b>	<b>Deferred</b>	<b>Cancelled</b>
<b>Late Withdrawal</b>	907	412	474	1	20
<b>Extension of Time</b>	335	205	96	0	34
<b>First deferral of unwritten UTM examination</b>	2692	2669	5	0	18
<b>Further deferral of unwritten UTM examination</b>	598	491	91	0	16
<b>First/Further Deferral of unwritten St. George/UTSC examination</b>	197	172	18	1	6
<b>Lift of 1 year suspension</b>	142	26	100	0	16
<b>Lift of 3 year suspension</b>	20	4	13	0	3
<b>Return early from 3 year suspension</b>	17	5	9	0	3
<b>Lift of refused further registration</b>	3	1	0	0	2
<b>Exception to Degree</b>	399	147	202	13	37
<b>Late enrolment</b>	363	172	168	2	21
<b>Course overload</b>	930	398	302	81	149
<b>Other</b>	178	80	51	2	45
<b>Total</b>	<b>6781</b>	<b>4782</b>	<b>1529</b>	<b>100</b>	<b>370</b>



## Regular and Deferred Exams

The OR scheduled 798 final examinations for the December, April, June and August regular exam period, preparing 95,268 individual scripts. An average of 18% of UTM's student population did not write their regular UTM examination and submitted a petition for an exam deferral to be written in the deferred examination period. Due to the university closure (weather related) during the 2018 April Regular Examination period, the number of April deferred exam petitions increased by 11%.



## 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 7 times to review 54 appeals. 7 were granted, 46 were refused and 1 appeal was deferred (from the November 2018 meeting to the January 2019 meeting).

Appeal Type	# of Appellants	# of Appeals	Appeals Granted	Appeals Refused	# Appeals Deferred
Late withdrawal without academic penalty	10	18	2	16	0
Lift of Suspension (One Year, Three Year, Refused further registration)	19	19	3	15	1
Deferral of unwritten examination	2	3	1	2	0
Extension of Time	1	2	0	2	0
Credit/No Credit (removal or granting)	5	9	1	8	0
Enrolment Restriction	1	1	0	1	0
Late Enrolment	1	2	0	2	0
Total	39	54	7	46	1

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

The decrease in LWDs in 2016-2017 may be attributed to change in deadline to request CR/NCR from the last day to drop a course from the academic record to the last day of classes for UTM students, which was made effective on May 1, 2016.

The low number of LWDs requested in 2014-2015 can be attributed to the academic provisions provided to students impacted by the CUPE 3902 strike in the Winter 2015 term. These provisions included the use of Credit/No Credit (CR/NCR) towards Subject POSt requirements, exemption from the maximum number of CR/NCR (2.0 credits) and extended request deadlines.

Academic Year	WDR	LWD	Total	LWD% vs. Enrolment
<u>2014-2015</u>	577	2343	2920	18%
<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%