

**Report of the
Petitions Committee
of the Faculty of Health Council
May 2019**

ITEM FOR INFORMATION:

Year End Report 2018 – 2019

The Committee members review material via Moodle and note individual decisions prior to weekly in-person meetings. Members who are unable to attend in-person meetings are accommodated using Zoom Conferencing; this accommodation has allowed most meetings to have full membership adjudicating petition files each week.

Over the Fall/Winter 2018-2019 academic year, the Faculty of Health and Faculty of Health Petitions Committee initiated several policies to support students and bridge strike-related Senate policies in management of post-strike issues. These policies will be reviewed throughout this report.

In 2017-2018, a total of 839 files were adjudicated from July 6, 2017 – April 12, 2018. In comparison, a total of 476 files have been adjudicated with 30 petitions currently pending in FW18-19, in the same timeframe of July 5, 2018 – April 11, 2019. This represents a 43.27% overall reduction in petitions from last year. There has also been a 49.46% drop rate in late withdrawal petitions from last year.

The significant reduction in petitions, specifically late withdrawal requests, can be attributed to the extended drop deadline of January 10, 2019 that was afforded to students by the institution for Winter 2018 and Year 2017-2018 courses that were interrupted by the labour disruption.

As such, petitions to waive academic decisions saw an overall reduction in numbers. Petitions to waive Honours standing regulations dropped by 60.86%. Petitions to waive debarment dropped 86.67%. And, no requests were received to waive required withdrawal academic decisions. Fall/Winter 2017-2018 saw several late academic decisions due to pending final grades for courses that were interrupted by the labour disruption. Also, because of the labour disruption, the Faculty granted waivers on a case-by-case basis to allow students to continue without interruption. As such, petitions to waive academic decisions were significantly reduced.

The Faculty of Health Petitions Committee saw an increase of 36.75% in academic petitions requesting deferred standing and extension of deferred standing in courses. Students who missed the August 31, 2018 deadline to request a deferral until December 21, 2018 to complete courses that were interrupted by the labour disruption were allowed by the Faculty to submit a simplified petition directly to the Faculty of Health Petitions email to waive the August 31 deadline and allow an extension until December 21, 2018 to complete outstanding course work and exams. The Faculty of Health received 54 simplified petitions, which constitutes 46.15% of all deferred standing requests.

In December 2018, the Faculty of Health Petitions Committee also approved a leniency strategy for Fall/Winter 2017-2018 and Summer 2018 courses that were negatively affected by the labour disruption. Students may have late withdrawal requests for Winter 2018, Year 2017-2018 and Summer 2018 courses considered with leniency for a withdrawal (W) if submitted by January 10,

2020 and if hardships related to the labour disruption are cited. Consideration for full removal of affected courses require adequate documentation of additional extenuating hardships.

As such, leniency will also be applied to deferred standing requests to complete final exams or final assignments for Winter 2018 and Year 2017-2018 courses if submitted by December 20, 2019. Requests to complete non-final course work or exams for courses interrupted by the labour disruption are referred to the Course Director or Undergraduate Program Director for review and accommodation.

In March 2019, students who were missing a grade on their record or had a DEF for courses interrupted by the labour disruption saw the grade change to an F. The *Office of Student and Academic Services* emailed these students on March 22, 2019 with a reminder to connect with the Course Director regarding any deferrals that were granted or pursue a petition for a late withdrawal from the course.

In March 2018, the Faculty of Health introduced a third adjudication panel (Panel C), composed of the Associate Dean, Students, the Manager, Student Services in the Faculty of Health, and the Director, Student & Academic Services & Strategic Initiatives. The function of the ad-hoc panel is to alleviate files during peak periods (May – September) and handle time-sensitive files with extenuating circumstances.

In Fall/Winter 2018-2019, Panel C was mainly tasked with the responsibility of handling time-sensitive files with extenuating circumstances and providing key support for students during the post-strike period to help them manage their courses and programs. For instance, Panel C was tasked with handling the time-sensitive simplified petition requests from students for deferred standing until December 21, 2018 to complete courses interrupted by the labour disruption. In total, Panel C has adjudicated 108 files within the July 5, 2018 – April 11, 2019 timeframe. Panel C will continue to assist with alleviating peak periods (May – September) as we anticipate petition numbers to return to normal this year.

The Petitions Committee will once again participate in their semi-annual Policy Meeting held in June 2019 to discuss Senate Policies and Guidelines and other key initiatives.

The following chart summarizes petition regulations adjudicated by the Petitions Committee between July 5, 2018 and April 11, 2019, inclusive.

Academic Petitions July 5, 2018 to April 11, 2019					
(Categories include petitions and appeals, except the “Appeal to Remove of ‘W’ on Transcript Granted by Petition” category which only includes appeals)					
Petition Type	Approved		Refused	Pending	Total
	Removal	Withdrawn			
Late Withdrawal	32	160	90	25	307
Late Enrolment/Add	0		1	0	1

Pass/Fail Alternative Grading Option	1	0	0	1
Course Overload	23	5	2	30
Deferred Standing	63	0	2	65
Deferred Standing (Simplified)	54	0	0	54
Grade Reappraisal (Late Submission)	0	0	0	0
Letter of Permission (Late Submission)	0	0	0	0
Course Repeat	1	2	0	3
Appeal to Remove of "W" on Transcript Granted by Petition	1	3	0	4
Waivers				
Waiver of Honours Standing Regulation	24	3	0	27
Waiver of Required Withdrawal	0	0	0	0
Waiver of Debarment	1	1	0	2
Upgrade GPA in Attempt to Graduate (Additional Credits)	4	0	0	4
Waiver of Elective Requirement	0	0	0	0
Waiver of General Education Requirement	0	0	0	0
Waiver of Major or Minor Requirement	0	1	0	1
Waiver of Upper Level Course Requirement	0	1	1	2

Waiver of Degree Requirement	0	3	0	3
Waiver of Course Credit Exclusion	0	2	0	2
TOTAL	364	112	30	506

The following chart summarizes the number of past petition regulations adjudicated by the Petitions Committee for a comparative view of trends within the July – April timeframe.

Petition Type	2015-2016	2016-2017	2017-2018	2018-2019
Late Withdrawal	475	742	558	282
Late Enrolment/Add	8	1	3	1
Pass/Fail Alternative Grading Option	1	1	1	1
Course Overload	22	16	15	28
Deferred Standing	52	74	74	117
Grade Reappraisal (Late Submission)	1	3	0	0
Letter of Permission (Late Submission)	5	5	0	0
Course Repeat	12	13	10	3
Appeal to Remove "W" on Transcript Granted by Petition	N/A	0	4	4
Waivers				
Honours Waiver	39		69	27
Waiver of Required Withdrawal	49 (combined Required Withdrawal and Debarment)	68	61	0
Waiver of Debarment		26	15	2
Upgrade GPA in Attempt to Graduate	14	23	14	4
Waiver of Elective Requirement	1	0	0	0
Waiver of General Education Requirement	3	7	11	0
Waiver of Major Requirement	1	2	1	1
Waiver of Upper Level Requirement	2	0	0	1
Waiver of Degree Requirement	0	2	3	3
Waiver of Course Credit Exclusion	0	2	0	2
TOTAL	685	985	839	476