



The University of Winnipeg Senate
Annual Report of the Student Appeals Committee
April 29, 2021

As Chair of the Senate Student Appeals Committee (SSAC), I submit the following report to Senate for the 2020 - 21 academic year.

As set out in the Senate Standing Rules, the SSAC hears six types of appeals submitted from students from the Faculties of Arts, Business & Economics, Education, Kinesiology, Science, and Graduate Studies:

1. deferred final exams/tests and extensions of incomplete term work;
2. retroactive withdrawals from courses (past the voluntary withdrawal date);
3. readmissions;
4. graduation/degree requirements;
5. grade appeals on procedural grounds (after DRC review), and
6. course audits.

Due to the Covid-19 pandemic, the SSAC and associated subcommittees have continued to meet by video conference since March 31, 2020. We have been working to anticipate concerns and support students' needs throughout the move of most classes and exams to remote learning, including the approval of alternative final grade options for the 2020-21 academic year.

Senate Student Appeals Committee

The full committee is composed of the Associate Dean of Arts or Science (Chair) who votes only to break a tie, the Registrar (non-voting), four Faculty members of Senate, and two UWSA Senators.

The SSAC has met five times since the last annual report was submitted. In the year in review (May 01, 2020 - April 30, 2021) the committee heard four appeals for retroactive withdrawals (50% granted) and two appeals for incomplete term work (both granted). The appeals are prepared by academic advisors and presented by the Chair.



The membership of the SSAC is as follows:

| | Type | Name | Affiliation | Term |
|---|---|--------------------------|------------------------------------|----------------------------------|
| 1 | Associate Dean of Arts or Science - Chair | <i>Tabitha Wood</i> | <i>Associate Dean of Science</i> | <i>On leave January 31, 2021</i> |
| | | Melanie Gregg | Associate Dean of Science (acting) | started February 1, 2021 |
| 2 | Registrar (non-voting) | Colin Russell | Registrar | ex officio |
| 3 | Faculty member of Senate | <i>Emma Alexander</i> | <i>History</i> | <i>On leave Jan. 1, 2021</i> |
| | | Vacant | | |
| 4 | Faculty member of Senate | Christopher Brauer | Theatre & Film | started July 01, 2019 |
| 5 | Faculty member of Senate | <i>Paul DePasquale</i> | <i>English</i> | <i>On leave Jan. 1, 2021</i> |
| | | Harinder Aujla (interim) | Psychology | started Feb 01, 2021 |
| 6 | Faculty member of Senate | Laura-Anne Warszycki | Biology | started July 01, 2019 |
| 7 | UWSA Senator | Ali Nychuk | UWSA | |
| 8 | UWSA Senator | Althea Dunlop | UWSA | |

Senate Student Appeals Subcommittee

The majority of SSAC's work continues to be done within the subcommittee which is composed of a subset of the full SSAC committee (the Chair (non-voting), one Faculty member of Senate, one UWSA senator), and academic advisors from Academic and Career Services. The decisions are made by consensus. The subcommittee normally meets once a week throughout the three academic terms to hear appeals, which averaged about seven per week. This is fewer than previous years, likely due to the alternate grading options in place since March, 2020.



The subcommittee has met 46 times since the last annual report was submitted. In the year in review (May 01, 2020 - April 30, 2021) the subcommittee heard 301 appeals (83% granted) and fifteen re-appeals (60% granted). The committee also decides whether to hear appeals for retroactive withdrawal that have been submitted after the normal deadline (after one year has passed); there were twenty appeals of this nature for which the committee waived the deadline; for 8 appeals the committee declined to waive the normal deadline, and therefore decided not to hear. The appeals are prepared and presented by academic advisors. In keeping with past practices, some straightforward appeals are granted by Student Services without being heard by the subcommittee. These include appeals regarding graduation/degree requirements, changing course credit to audit (or audit to credit), incomplete term work in an Athletic Therapy Practicum (KIN-2500(3), KIN-3500(6), or KIN-4500(6)), or Option 1 appeals for incomplete term work (instructor in support, deadline for grade submission has not passed).

The 301 appeals heard by the subcommittee can be classified as follows:

| | # appeals | granted |
|---|------------|------------|
| deferred final exams/tests and extensions of incomplete term work | 111 | 86% |
| retroactive withdrawals | 143 | 76% |
| readmissions | 35 | 83% |
| graduation/degree requirements | 11 | 64% |
| Transfer of credit appeal | 1 | 100% |
| OVERALL: | 301 | 83% |

The process is continuing for revising the Operating Guidelines for this subcommittee. We intend to consult with representatives from students, instructors, Academic and Career Services, Student Services, Student Support, Technology Sector, and higher administration regarding improving the Operating Guidelines.



Senate Graduate Student Appeals Subcommittee

Appeals submitted by graduate students are heard within a Senate Graduate Student Appeals Subcommittee (GSAS) which is composed of the Associate Dean of Arts or Science (Chair) who votes only to break a tie, the Registrar (non-voting), the Dean of Graduate Studies (non-voting), the Director of Student Support, the Coordinator of Academic and Career Services, one representative of Student Services, three Faculty Graduate Program Chairs, one Faculty member from a Department without a graduate program, and one UWSA Graduate Student Director.

The GSAS was created in May 2019 in response to the increased enrollment in graduate programs at the University of Winnipeg and the unique nature of graduate appeals, relative to undergraduate appeals. The operating guidelines for this committee and graduate student-specific appeal forms were created for these appeals in 2019. As these guidelines and forms are relatively new, we will continue to review the processes associated with this subcommittee and to revise them, as necessary.

The SSAC has met twice times since the last annual report was submitted. The appeals are prepared and presented by Dagmawit Habtemariam from the Faculty of Graduate Studies.



The membership of the graduate subcommittee is as follows:

| | Type | Name | Affiliation | Term |
|----|---|------------------------|------------------------------------|------------------------|
| 1 | Associate Dean of Arts or Science - Chair | Tabitha Wood | Associate Dean of Science | On leave Jan. 31, 2021 |
| | | Melanie Gregg | Associate Dean of Science - Acting | started Feb. 01, 2021 |
| 2 | Registrar (non-voting) | Colin Russell | Registrar | ex officio |
| 3 | Dean of Graduate Studies (non-voting) | Mavis Reimer | Dean of Graduate Studies | ex officio |
| 4 | Director, Student Support | Inga Johnson Mychasiw | Student Support | ex officio |
| 5 | Coordinator, Academic and Career Services | Anna Hussey | Academic and Career Services | |
| 6 | Student Services representative | Kylie Stasila Therrien | Student Services | |
| 7 | Graduate Chair | Doris Wolf | Master of Arts in Cultural Studies | |
| 8 | Graduate Chair | Jaime Cidro | Master's in Development Practice | |
| 9 | Graduate Chair | Janis Thiessen | Joint Master of Arts in History | |
| 10 | Faculty representative | David Telles-Langdon | Kinesiology | |
| 11 | UWSA Graduate Student Director | Ali Nychuk | UWSA | started Nov. 06, 2020 |

It has been a challenging year and the committee members and academic advisors have provided excellent support and guidance for students. Thank you!

Sincerely,

Melanie Gregg, on behalf of the members of the SSAC

Chair, Senate Student Appeals Committee
Associate Dean of Science - Acting