



MEMORANDUM

To: Executive Committee of Faculty Council (March 11, 2021)
Faculty Council (April 6, 2021)

From: Professor Daniel Posen
Chair, Standing Committee on Examinations

Date: February 26, 2021

Re: Updates to Dean's Honours List and Honours Standing

REPORT CLASSIFICATION

This is a major policy matter that will be considered by the Executive Committee for endorsing and forwarding to Faculty Council for vote as a regular motion (requiring a simple majority of members present and voting to carry).

BACKGROUND

Current Faculty of Applied Science and Engineering (FASE) regulations do not specify explicit criteria for achieving recognition on the Dean's Honour List. The proposed policy clarifies the definition of the Dean's Honour list to be consistent with current practice.

Further, although FASE has specific policies relating to part-time students (e.g., for probation lifting), these students have previously been excluded from the Dean's Honour list (implicit practice) and Honours Standing (official definition). The proposed policy extends the definition for both Dean's Honour list and Honours Standing (sometimes called "Term Honours" or "Session Honours") to include part-time students.

The current policies are copied below for reference:

Honours Standing

- a. i) In sessions 1F, 1W, 2F, 2W and 3F or 3W, Honours standing in the work of session is granted to students carrying a full academic load (2.50 credits per session) if the session is not being repeated and if the weighted Session Average is 80% or greater. Note that "Extra" (EXT) courses are not included in the academic load.

ii) During fourth year, a student may reduce their course load in either 4F or 4W (but not both) and be eligible for Honours Standing if the session is not being repeated and if the weighted Session Average is 80% or greater.

Dean's Honours List

In 1983, the Faculty Council instituted the Dean's Honours List to give special recognition to every student who demonstrated academic excellence in an individual session. The names of students who achieved Honours standing in a given session will appear on the Dean's Honours List of that session. The list is posted prominently for a limited time in a place designated by the Faculty for this purpose. The lists for successive sessions are compiled in a permanent record maintained in the Office of the Registrar.

Note that in the revised definitions below, a student must only complete 2.0 credits per term to be considered full time (instead of 2.5 credits in the current definition). A normal full academic load is 2.50 credits. The proposed change is introduced for consistency with the Repository of Student Information (ROSI) definition of a full-time student and with FASE policy that "A full-time student may reduce their academic load below the full academic load by 0.50 credits by dropping a CS, HSS or technical/free elective course if it is possible to take the same or a replacement course in a summer or subsequent session."

PROPOSED POLICY

Dean's Honour List for Full-time Students

Students with Full-time (FT) Attendance Class will be recognized on the Dean's List for any non-repeat Fall or Winter term in which they complete a minimum of 2.0 credits (usually 4 half courses) with a weighted term average of 79.5% or higher, counting only non-repeat and non-extra courses

Note: Valid full year courses still in progress ("IPR") in which a student remains enrolled also count towards minimum Fall term load requirements.

Dean's Honour List for Part-Time Students

Students with part-time (PT) Attendance Class in sequential Fall and Winter Terms will be recognized on the Dean's List once for the combined terms if they complete at least 2.0 credits (usually 4 half courses) with a weighted term average of 79.5% or higher, counting only non-repeat and non-extra courses.

Honours Standing (Full time or Part-time)

Honours academic standing for a non-repeat Fall or Winter Term is granted to students who earn a weighted Term Average of 79.5% or higher, excluding courses designated as "Extra" (EXT).

PROCESS AND CONSULTATION

This policy was discussed and approved by the Standing Committee on Examinations, upon consultation with the FASE Associate Registrar, Systems.

RECOMMENDATION FOR FACULTY COUNCIL

THAT the definitions for the Dean's Honour List and Honours Standing be revised as described in Report 3685 effective April 7, 2021.