



MEMORANDUM

To: Executive Committee of Faculty Council (October 10, 2023)
Faculty Council (October 31, 2023)

From: Professor Arthur Chan
Chair, Undergraduate Assessment Committee (UAC)

Date: September 26, 2023

Re: **Further Clarification of Policy Regarding Return of Graded Work Prior to Drop Deadline**

REPORT CLASSIFICATION

This is a routine or minor policy matter that will be considered by the Executive Committee for approving and forwarding to Faculty Council for information.

BACKGROUND

On February 27, 2023, Faculty Council approved [Report 3739: Clarification of Policy Regarding Return of Graded Work Prior to Drop Deadline](#), which updated academic regulation Section XI, subsection 4a to read:

One or more pieces of session work cumulatively worth at least 10% of the final course grade shall be returned to the class prior to the last day for withdrawal from the course without academic penalty. These may include lab reports, assignments, essays, quizzes, etc.

Concerns were subsequently raised by students that the clarification to the policy enabling multiple smaller assignments to meet the 10% requirement may not provide sufficient indication of performance, especially in cases where these differ in nature from how the remainder of the course is graded. The Undergraduate Assessment Committee debated various options, and eventually agreed that for lecture courses, closely supervised work would provide a better indication of student performance.

PROPOSED

We propose to update the wording as follows:

One or more pieces of session work cumulatively worth at least 10% of the final course grade shall be returned to the class prior to the last day for withdrawal from the course without academic penalty. These may include lab reports, assignments, essays, quizzes, etc. For lecture

courses following the standard composition of marks requirements laid out in section XXX, this 10% requirement should normally be met with closely supervised work.

CONSULTATION PROCESS

This policy was approved by the Undergraduate Assessment Committee on May 5, 2023 under the prior chair (Daniel Posen).

RECOMMENDATION FOR COUNCIL

For information.