

Completion of Courses and Finalization of Grades Communication from the Senate Executive Committee

Updated 20 March 2024

The CUPE 3903 strike that began on 26 February 2024 has substantially interrupted the University's academic activities. The impact of the disruption on undergraduate and graduate course delivery is uneven. There are several categories describing the status of academic activities; they are:

- i. courses that are continuing either through in-person or remote delivery
- ii. courses that are continuing but students are unable to or have chosen not to attend due to the strike
- iii. courses for which lecture components are continuing but labs / tutorials suspended
- iv. courses that have been suspended

Guided by the Senate [Disruptions Policy](#), the Executive Committee continues to announce options that are available for the completion of FW23 -24 and Winter 2024 term courses and finalization of grades ; additional ones included in this communication are noted as "new" with the effective date . The options are designed to promote flexibility while adhering to the principles of academic integrity and fairness to students defined in the Disruptions Policy. This information is provided to assist instructors with course planning, and to assist students in knowing what options are available for completing their courses in a timely manner and to support their responsibility for mastering materials covered if they did not participate in academic activities during the disruption .

This communication provides updated information about the length of the Winter 2024 term and forthcoming remediation period .

Confirming and Specifying Course Completion Options by Course Status

All of York's undergraduate and graduate students have legitimate and understandable desires to

Fuller details about each of the options are set out below. **Note:** further course completion options may be added to the list if the disruption continues beyond 31 March 2024.

The Faculty of Graduate Studies is developing “Remediation Options and Guiding Principles for Graduate Students.” The document will be made available once finalized.

The Meaning of “Remediation” and “Remediation Period”

The term “remediation” in the context of the Senate Disruptions Policy describes “accommodations for students, modifications of normal academic regulations, and adjustments in class and examination schedules”. The Policy states that “the completion of courses will involve a combination of such changes.” For ease of understanding, this document uses plain language such as “options” or “adjustments.” The term “revised” refers to a class or examination schedule for courses that resume.

Revisions to the FW’23-24 and Winter 2024 term class and examination schedules will be necessary because of the interruption to academic activities. The Senate Disruptions Policy presumes the need for a revised teaching term examination schedule when two or more weeks of instructional time are lost in 6 - credit courses and one week or more is lost in 3 -

Term Length for Courses that have Continued which students did not attend

For students who could not or chose not to attend courses that continued during the disruption, a remediation period will be provided after the disruption concludes for the rescheduling of suspended course components, facilitation of course completion options and revised grading scheme timelines. Students who have not participated in courses during the disruption will follow a revised final examination schedule that will occur following the remediation period.

Term Length for Courses that are Suspended (Updated; March 20)

In the case of courses that have been suspended, there will be a reduction in the length of the term for these courses **of a minimum of one week. There will be a revised class schedule based on a remediation period that will be up to 4 weeks in length once courses resume following the end of the disruption.** There will also be a shortened examination period after remediation period ends. The exact dates of the revised class schedule and exam period will be announced following the end of the strike. Students who have not participated in courses during the disruption will follow the revised schedules. Exceptions will apply to programs that have strict accreditation requirements that define the length of term.

When suspended courses resume, alternative scheduling of presentations, performances, labs, practica (that is, outside of regularly scheduled class meets) can be arranged through the Office of the University Registrar at a time that is convenient for instructors and students.

Final Examination Schedule for Courses that

Cushion Period Before Assignments are Due and Tests Set in Revised Schedules

Instructors in courses that will resume in the remediation period are urged to help re-orient students to their studies and discuss options and possible changes with them before and during the first class. This is applicable to students in courses that were suspended, courses where tutorials and labs were suspended, and who were unable or chose not to attend during the disruption.

There should be a cushion period before assignments are due and tests / mid -terms are held. Tests / mid-terms should not be held, and the submission of assignments should not be required, in any course component (regardless of delivery mode) until at least one class “meet” has been held in the remediation period or one week has occurred, whichever is longer. This does not apply to assignments or work such as laboratory exercises which are typically assigned and submitted as a regular and integral part of the lab session).

Course Completion Options

Assessed Grades (NEW; March 2024)

An assessed grade is a final grade based on coursework completed that comprises a defined proportion of the assignments in a course syllabus. Students may choose this option on their own.

This option is available for undergraduate courses as of 25 March 2024 as follows:

- when 70% of course work has been completed and grades received in continuing courses or in the remediation period for resumed courses .
- includes courses taken on a Pass / Fail grading scheme.
- if the 70% threshold has not been met as of 25 March, the option can be chosen by students when 70% of completed and graded coursework has been achieved in continuing courses or in the remediation period.
- students choosing an assessed grade must contact course directors to communicate their choice and then use the online system on the Registrar’s Office website to make this choice (to be available week of March 25)
- they may not be available in programs with accreditation requirements. Students must confirm eligibility with their programs and Faculties to know which, if any, courses are eligible for the assessed grade option. The online system to choose assessed grades will filter out ineligible courses. Accredited and exempted programs include:
 - o JD (Osgoode)
 - o BEng, BSc& BA programs in Computer Science and Computer Security, BAsc in Digital Technologies (Lassonde)
 - o 3rd and 4th level accounting courses in BBA (SSB)
 - o ADMS courses in BCom necessary for accreditation (LAPS)
 - o ADMS courses which will have not achieved 70% of assessments by end of classes (LAPS)
- the deadline for students to choose an assessed grade for continuing courses is by the day before the start of the exam period (9 April 2024) ; the deadline for students in resumed courses in the remediation period is the first day of the Remediation Final Examination period (specific date to be determined).
- Students who opt for an assessed grade by the deadlines, cannot revert to the 100% grading scheme of the course (includes not sitting the final examination or submitting the final assignment).

Courses Switched from In -person to Asynchronous Online Delivery (Updated; March 20)

As a form of remedial action, instructors can switch an in- person course / academic activity to online delivery, either synchronous or asynchronous mode, for the duration of the disruption and reported to Deans’ / Principal Offices. Course instructors’ decision to use an asynchronous mode of delivery is subject to specific program accreditation requirements. ((j)-03 Tc (()-4.9 (iu72.5 (me)-8.3 ())0.003 .2 (d)0.9 i (r)-5.5

Withdraw from a Course Without Receiving a Grade

As [announced](#) earlier by Senate Executive, the last day to drop 2024 Winter term undergraduate courses without receiving a grade or a "Withdrawn from Course" (W) notification on their transcripts has been extended to the last day of classes. Currently the last day of classes for continuing courses is 8 April 2024. For suspended courses or courses with components suspended, the deadline to drop a course will remain the last day of classes in the revised schedule.

The late withdrawal option does not apply to:

- graduate courses or the JD program
- Fall (F) term courses
- FW (six-credit) courses with a drop deadline before 26 February 2024

Modifications to the Pass/ Fail Grading Option for Undergraduate Courses (Updated; March 20)

Senate has a Pass/Fail Grades Policy that allows students to take a limited number of courses on a pass/fail basis. It cannot be used for the following kinds of courses:

- i. courses which satisfy major or minor requirements (including for -credit practica not already on a pass/fail grading scheme)
- ii. required courses outside the major
- iii. courses taken to satisfy Certificate requirements
- iv. required 1000 -level science courses for students in the Faculty of Science, the Lassonde School of Engineering and the Faculty of Health

Note: This extended Pass/Fail option is not applicable to BEd, JD, BBA, iBBA or BCom degree BE0/.001 Tc 0.004 T

Course Evaluations

The [Senate Policy on the Student Evaluation of Teaching](#) continues to apply. However, surveys will be conducted for all Y 2023 -2024 and W 2024 courses only at the request of individual instructors .
Faculties should develop the means by which faculty members can communicate their desire to have evaluations conducted for their courses this term.

The Senate Executive Committee is continuing to consider course completion options , other forms of accommodations and schedule changes necessary with the ongoing disruption. Any decisions taken will be promptly communicated.

Poonam Puri , Chair of Senate