

Academic Remediation: Accommodations, Adjustments and Modifications Senate Executive Committee Bulletin #6 (Revised and Expanded December 18)

This document contains important information about the completion of courses. It has been issued by the Executive Committee of Senate in order to identify the accommodations available to students, and adjustments and modifications that have been made or will be made. The document was updated on December 18 to reflect the formal approval of changes to sessional dates and academic regulations. Subsequent updates will reflect any further decisions about changes to schedules and academic regulations as they are finalized.

The community is reminded that, with limited and specified exceptions, all academic activities were suspended as the result of a strike by CUPE 3903 beginning November 6. Academic activities in this context means classes, examinations and other instructional activities, graduate and undergraduate, on or off campus. For all courses that have been suspended, this means:

- no classes are held;
- no tests are scheduled;
- no assignments are due during the strike;
- due dates that fell prior to the beginning of the strike stand.

PRINCIPLES OF REMEDIATION

The Meaning of “Remediation” and “Remedial Actions”

Remediation refers to accommodations for students, modification of normal academic regulations, and adjustments in class and examination schedules. The completion of courses will involve a combination of such changes.

Remediation Policy (New)

The primary policy governing remediation in the event of a disruption is the *Senate Policy on the Academic Implications of Disruptions or Cessations of University Business Due to Labour Disputes or Other Causes*. The principles of this policy are:

- academic integrity;
- fairness to students;
- timely information.

Responsibility For Remediation

Changes to class and examination schedules and to academic regulations are authorized by the University’s Senate or its Executive Committee, and these changes provide the overall framework for the completion of courses. Senate legislation emphasizes that course directors are in the best position to determine other appropriate remediation for individual courses, and will do so in conjunction with their departments and with their students. Remediation will be governed by the principles of *flexibility, discretion and academic integrity*. Course directors are encouraged to be flexible in dealing with individual requests, and must not unreasonably deny them and be particularly mindful of accommodation needs for students with disabilities. Students must have reasonable

alternative access to course material.

IMPORTANT INFORMATION ABOUT SESSIONAL DATES, ACADEMIC REGULATIONS AND ASSIGNMENTS

Resumption of the Fall Term / Notice of Class Resumption

Fall term classes will resume as soon as possible following the end of the strike.

There will be at least 24 hours notice between Senate Executive's declaration of an end to the disruption and the resumption of classes. The amount of lead time depends on such factors as back-to-work protocols for employees now on strike and the day of the week when the disruption concludes.

Academic Activities in January 2009 (New)

Unless there is a ratified settlement by January 3, it will not be possible to resume suspended classes on Monday, January 5.

Class schedules for courses that have not been suspended or have been authorized for remediation by Senate Executive are available through the applicable Faculty or the Registrar's Office.

Changes to Sessional Dates (Amended with Important New Information)

The completion of courses will be facilitated by the following changes to sessional dates:

The Fall term will have a maximum additional 13 days of instruction for courses that meet Mondays to Fridays.

These classes will bring the total number of class meets for these courses to the equivalent of 11 weeks. There will be commensurate adjustments for courses that meet on weekends or are delivered in other modes. Depending on the timing of the resumption, it may be necessary to schedule classes on days of the week when they are not normally held (that is, on "virtual" days of the week whereby, for example, a Friday class might meet on a Monday).

The formal Fall term examination schedule will be compressed from 18 days to 12 days.

The reading week originally scheduled for February 16-20 is cancelled.

The Winter term will have a maximum of 55 days of instruction, and a compressed examination schedule of 12 days.

The final day by which to drop a Fall term class without receiving a grade has been deferred until after the conclusion of the disruption. Other specific deadlines will be adjusted to reflect revised schedules after the conclusion of the disruption.

Notes: Further reductions in the length of term can only be authorized by the University's Senate. Accommodations will be made in cases where the revised examination schedule results in conflicts

Changes to Academic Regulations (Amended)

The completion of courses will be facilitated by the following changes to academic regulations:

Instructors may make changes to the number, kind and weight of assignments when classes resume. However, whenever possible students will have the choice of completing the assignments as set out in the originally published grading scheme.

Some Faculties offer students the option of a pass / fail assessment for certain courses. Where this option is available, students may choose a pass / fail assessment up until the last day of classes. (Students are advised to consider this option with great care before electing it. A pass / fail notation on a course may have a negative impact on applications to graduate and professional programs).

Tests and Other Assignments Originally Due During the Disruption (Amended)

Assignments that fell during the strike need not be submitted until the disruption is over.

Due dates that fell prior to the disruption on November 6 remain in effect.

Concerns about classes, assignments and tests should be communicated to course directors or to the Chair of the applicable unit or to the Associate Dean of the applicable Faculty.

Cushion Period for Tests and Other Assignments Following the Disruption (Amended)

There will be a cushion period between the resumption of classes and tests and the submission of assignments. This means that

- tests and exams for all courses (including internet and correspondence) will not be scheduled in the first five calendar days following the resumption of classes;
- tests and exams for all courses (including internet and correspondence) will not be scheduled until at least one class “meet” with course directors has been held;
- assignments that were due on dates during the disruption need not be submitted until at least one class meeting has been held.

ACCOMMODATIONS

Accommodations That Are Available Now for Students: Deferred Standing

Students who are expecting to complete their studies at York University by the end of the Fall Term and who must begin employment or return to another country in January are advised to (a) consult *now* with course directors and arrange a deferred standing agreement OR (b) consult with their course directors on appropriate remediation *once academic activities resume*.

Exception note: If the course director is a member of CUPE 3903, students will need to consult with their course director regarding remediation once academic activities resume. Alternatively, they can contact their home department and/or Dean’s Office to arrange a deferred standing agreement.

For information on deferred standing: http://www.registrar.yorku.ca/services/ds_faq.htm

Accommodations That Will be Available for Students Following the Resumption

Provision will be made for the alternative scheduling of presentations, performances, practica or the

equivalent (ie, outside of scheduled class meets) so that collaborative classroom or studio work can meet at a time convenient for course directors and students (subject to the availability of appropriate space).

Accommodations For Persons With Disabilities

As always and in accordance with existing Senate legislation, appropriate accommodations will be provided to persons with disabilities and to those who cannot attend an examination on grounds of religious observance.

While many students will encounter difficulties with the “re-entry” process for a variety of reasons, the following represent a few important points to consider in the case of students with disabilities:

1. Accommodation for disability must be considered on an individual basis.
2. Students may require additional time to complete assignments beyond the “new” submission dates set by the course instructor for the class. This may require flexibility in setting deadlines without academic penalty. They may also need easier access to TAs or course instructors to help clarify material being covered more rapidly during class. Course directors are encouraged to utilize the deferred standing agreement as a mechanism to assist with this process.
3. Students with disabilities may have more difficulty obtaining class lecture notes due to the possible unavailability of note taking support. This may mean that course instructors may need to provide access to in-class lecture material via other means when note takers or sign language interpreters are not available.
4. Given the compressed exam schedules, flexibility in re-scheduling exams is required to account for the extended time required by students with extended time accommodations, or for students who have difficulty with attention issues due to their disability.

For further information: <http://www.yorku.ca/dshub/>

OTHER RELEVANT INFORMATION

Grade Reports and Transcripts

Students may require grade reports and official transcripts to complete their applications to professional programmes or for other purposes. The Registrar’s Office has contacted other Canadian post-secondary institutions to explain that there will be a delay in the processing of final grades for York students at the end of the Fall 2008 Term. Students applying to post-secondary schools outside of Canada who require a letter from the Registrar’s Office explaining the delay in the processing of final grades due to the labour disruption are encouraged to contact Student Client Services.

Student Client Services: <http://www.yorku.ca/scsweb/>

Appeals and Petitions

The University’s normal mechanisms for petitions will continue to be available to students through

their home Faculty.

Student Evaluations of Courses and Instruction

Senate has mandated evaluations by students for all courses. However, for the Fall 2008 Term, course evaluations will be optional and will be conducted at the discretion of the course instructor.

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