

# George Brown College Disruption of Academic Programming Policy

<i>Category:</i>	Academic
<i>Policy Number:</i>	A 009
<i>Responsible Authority:</i>	Office of Academic Excellence
<i>Approval Authority:</i>	Office of the President
<i>Date of Original Policy Approval:</i>	2006-06-10
<i>Last reviewed:</i>	2020-03-24
<i>Mandatory Revision Date:</i>	2027-03-01

## Contents

George Brown College Disruption of Academic Programming Policy .....	1
PURPOSE .....	1
SCOPE .....	1
DEFINITIONS .....	2
POLICY .....	3
NON-COMPLIANCE IMPLICATIONS .....	5
RELATED POLICIES .....	5
RELATED MATERIALS .....	5

## PURPOSE

During and following a disruption to academic programming, George Brown College is committed to ensuring the integrity of its academic programming while providing students with the opportunity to meet the outcomes of their program of study.

## SCOPE

This policy applies to all George Brown College programs.

## DEFINITIONS

This section includes an explanation of terms and abbreviations used within the policy and procedure.

<b>WORD/TERM</b>	<b>DEFINITION</b>
Academic Activity	The term "academic activity" includes any work subject to evaluation or necessary for a student to meet the requirements of a course or program of study.
Academic Administrator	Program Chair, Course Chair, Academic Manager or Dean. Also referred to as "senior academic officer" in the Academic Employees Collective Agreement.
Course Learning Outcomes (also referred to as Course Objectives)	Statements of what a learner is expected to be able to demonstrate after completion of a course.
Delivery Mode	Primary methods used to provide access to course content and materials (e.g. interactive lecture/discussion, tutorial, problem based, experiential lecture and lab, workplace based, online, blended, etc.).

## 1.0 General Principles

- 1.1 Should the Office of the President determine an event is likely to occur that may disrupt academic programming, the primary duty of the college is to provide students with the opportunity to meet the outcomes of any given program of study to the extent reasonably possible.
- 1.2 For the purpose of this policy, a disruption occurs when academic activities are substantially interrupted or impeded as a result of unforeseeable circumstances up to and including college closure (examples include but are not limited to significant environmental events, demonstrations, security occurrences, or other like causes).
- 1.3 In determining whether an interruption or an impediment is substantial, the following factors shall be considered:
- the duration and point in the term or session in which the disruption occurred;
  - the availability of physical and instructional resources;
  - the impact on the attendance of students and college employees;
  - the impact of timing and sequence of evaluations and/or assessments; and,
  - the risk to the GBC and broader community's health, safety and wellness.
- 1.4 In the event of a disruption, or to mitigate the impact of a disruption, the college will make reasonable efforts for students to achieve outcomes of any given program of study and receive final grades. These efforts may include modifying the teaching term and requiring employees, under the direction of their academic administrator, to change:
- delivery mode,
  - timing, number and methods of evaluation/assessment,
  - course content and weekly activities,
  - assignment of grades.
- The college may require other modifications that are appropriate under the circumstances.
- 1.5 To avoid, or to minimize, the impact of the disruption, the college may direct employees to conduct and facilitate teaching in an alternative location or manner (e.g. online using any prescribed technology).
- 1.6 The college will identify and provide reasonable guidance and training that is appropriate in the circumstances.
- 1.7 Any work that would trigger overtime provisions in the collective agreements must receive prior approval from the employee's academic administrator / manager or designate. Additional work undertaken to meet the college's expectations noted above will be compensated under the relevant collective agreement, if required.

1.8 Should the circumstance require, and the college amend assignments provided to full-time teachers following receipt of their original Standard Workload Form (SWF), the college will issue a new SWF as soon as practicable, subject to the teachers' right to refer any matter to the College Workload Monitoring Group.

1.9 Should non full-time faculty be assigned additional work, they will be issued new contracts and compensated according to the Academic Employees Collective Agreement where it applies.

## **2.0 Academic Outcomes**

2.1 Students who do not participate in academic activities because they are unable to do so owing to a disruption are entitled to immunity from penalty, to reasonable alternative access to materials covered in their absence, to reasonable modifications to curriculum and to such other remedies as the college deems necessary. Alternative access to materials and modifications to curriculum are determined by the faculty and, where necessary, approved by their relevant academic administrator or manager.

2.2 The availability of a remedy under this policy does not guarantee students the same learning experience that they would have received in the absence of a disruption.

2.3 Remedies are intended to minimize the impact on academic outcomes associated with the missed learning activities. They do not relieve the student of the responsibility for meeting the outcomes associated with said learning activities.

## **3.0 Information and Communication**

3.1 Students and employees will be informed of procedures and changed requirements via the college's website, the learning management system, and through the college email system or other appropriate media.

## NON-COMPLIANCE IMPLICATIONS

This policy, sanctioned by George Brown College, is an institutional regulation requiring compliance across the college. Failure to comply with this policy may result in disciplinary measures commensurate with the offence in accordance with relevant academic and administrative codes of conduct and collective bargaining agreements.

## RELATED POLICIES

Academic Appeals Policy  
Accessible Learning Policy  
AODA Accessibility Policy  
College Emergency Policy  
Educational Concerns and Complaints Policy  
Employee Code of Conduct – Academic Staff  
Code of Student Behaviour and Community Standards Policy  
Office of the Registrar's Policies

## RELATED MATERIALS

Academic Appeal Hearing Manual (available from the Office of Academic Excellence)  
Ontario Colleges of Applied Arts and Technologies Act, 2002 (OCAAT Act)  
Minister's Binding Policy Directive - Framework for Programs of Instruction. 2003 (Rev. July 2009).  
Government of Ontario, Ministry of Colleges and Universities. Framework for Programs of Instructions, Minister's Binding Policy Directive (2003)  
Ontario College Quality Assurance Service, Program Quality Assurance Process Audit: Orientation Manual, Jan. 2014  
Post-secondary Choice and Excellence Act (2000)  
Academic Employees Collective Agreement  
Full-time Support Staff Collective Agreement  
Part-time Support Staff Collective Agreement  
Code of Student Behaviour and Community Standards  
Copyright Policy  
Expression of Educational Concerns and Complaints Policy  
Office of the Registrar's Policies