ACADEMIC POLICY COMMITTEE (APC)
Minutes of Meeting

Date: Friday February 15, 2023
Time: 9:00am-10:00am
Location: Room 203 Anthony P Toldo Health and Education Centre and via MS Teams

Present: Fazle Baki, Isabelle Barrette-Ng (Chair), Priscilia Correa, Nick Hector, Anumita Jain, Muthukeethana Kaliappan, Erika Kustra, Scott Martyn, Janice McAdam, Adam Mulcaster, Debbie Rickeard, , Niel Van Engelen, Anneke Smit, Edwin Tam.

Absent: Sarah Khan, Lydia Miljan, Rashid Rashidzadeh, Michael Rossi.

In Attendance: Chris Busch, Selinda Berg; Renée Wintermute (University Secretary), Alison Zilli (University Secretariat)

1 **Approval of Agenda**

   MOTION: That the agenda be approved.

Adam Mulcaster/Pricilla Correa
CARRIED

2 **Minutes of meeting of January 20, 2023**
   E-Vote of January 17, 2023

   MOTION: That the minutes of the meeting of January 20, 2023 be approved.

Erika Kustra/Nick Hecto
CARRIED

   The E-Vote was received for information.

3 **Business arising from the minutes**
   3.1 **ChatGPT**
   NOTED:
   ▪ As follow-up to the discussion at the last APC meeting and Senate, a brief overview was provided to members regarding how instructors and students can best leverage this technology as many faculty members are expressing concerns and would like to ban the use of it on the course syllabus. A website addressing issues with AI assistive technologies and establishing guidelines for their use has been created and is being updated regularly.[1] It was also noted that assistance with the redesign of courses can be obtained through CTL and/or OOL.
   ▪ From a policy perspective, current University policies address cheating in all forms and would cover inappropriate use of AI.
   ▪ However, members were reminded that there is currently no reliable way to identify the use of AI assistive technologies.
   ▪ Current software to detect AI has been tested in the field and proven to be unreliable and easy to circumvent, making its use as evidence in academic misconduct cases questionable at this time.
   ▪ While it was suggested that consideration be given to developing guidelines of what amount of AI use would be acceptable if properly cited, this may depend on the course and the instructor's use of AI as a teaching tool in a given assessment.

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[1] https://www.uwindsor.ca/openlearning/572/chatgpt-and-ai-in-teaching-and-learning

4   Outstanding business
Nothing to report.

5   Reports/New Business

5.1   Policy on the Repetition of Courses – Nursing Revision
(See document APC230215-5.1 for more details.)

MOTION: That the proposed revisions to the Policy on the Repetition of Courses be approved.

*CARRIED

*5.2   Revisions to English Language Proficiency Requirements – Kinesiology (Graduate)
(See document APC230215-5.2 for more details.)

MOTION: That the English Language Proficiency Requirements for the Master of Human Kinetics, Master of Sport Management and Leadership, and PhD in Kinesiology be revised.

*CARRIED

5.3   Leddy Library Annual Report (2021-2022)
(See document APC230215-5.3 for more details.)

NOTED:
- A comprehensive presentation was provided on the activities and accomplishments of the Leddy Library over the past academic year, as well as current and future initiatives.
- Leddy Library is a thriving and progressive campus hub that contributes to the University's research and creative activity and provides a safe space to study, and access to resources and technology.
- As digital resources have grown, the library has transitioned away from print-based journals and books, and funding for this material has been partly re-directed to electronic resources.
- In January 2020, Leddy Library formed a partnership with OCUL (Ontario Council of University Libraries) so that collections can be borrowed from over 16 Ontario university libraries.
- The Library converted spaces to personal study rooms to provide students with non-disruptive space to take part in online classes. In total, 44 rooms were available for users.
- The Leddy Library started lending Chrome laptops in November 2021, allowing students, faculty, and staff with no outstanding fines to borrow a laptop for a 24-hour loan.
- Leddy Library partnered with the Wellness Office to host a mindful painting event for students to reduce stress during final exams.
- Building maintenance continues to be a challenge. For example, both the west and main buildings continue to succumb to water issues that require immediate action to protect resources in the area.
- Future initiatives include: Strategic Planning, decolonization, classification and Indigenization description, digital and physical archives, research data management, and student and community investment.

The floor was open for comments/questions:
- Leddy Library was commended on the exceptional level of support provided on an ongoing basis to the campus community, particularly the outreach to support faculty and students.
- The transition to an online campus and how this was addressed by Leddy Library in terms of continued outreach and support showcases how the library has moved to being a modern gathering space.
- In response to a question raised, it was noted that there are security cameras at various places in the library, including the top of the stairwells.

5.4   Internationalization Annual Report (2021-2022)
(See document APC230215-5.4 for more details.)

NOTED:
- An extensive overview was provided on internationalization activities, including recruitment and engagement over the past year.

- Building partnerships and facilitating connections is an important aspect of Internationalization as it creates a critical foundation for supporting collaborative student research and learning.
- Some of the continued objectives of this reporting year was to facilitate the recruitment, conversion, and successful transition of international undergraduate students and enhance the supports available to international students to ensure they have a rich learning and cultural experience.
- The "Suitcase to Backpack" transition program for international students has been designed to help incoming students transition smoothly to Windsor. During the course of the 6 week program, students are provided with mentorship and resources to help them succeed in their new environment.
- UWindsor hired, as a two-year pilot, eight in-country representatives to help recruit international students, support our agent network, and assist students before they arrive on campus.
- In 2021/2022, the University expanded the "U.S. Neighbour Fee" discount program to include research-based graduate programs to be competitive with and support research collaborations with adjacent American universities.
- Successes include: launching a course based master's application prioritization process, enhancing education representatives abroad, securing funding for student mobility projects, launching a new agent portal for students to identify authorized recruitment partners, piloting a scholarship program to support individuals affected by the War in Ukraine, and hiring additional staff to support international students.
- The area had challenges with participation in outbound exchange opportunities, during the pandemic and reporting timeframe of May 2021-April 2022.
- Future initiatives include: launching the new MoveOn platform, continuing with in-country representation, participating in business development activities in each of the key recruitment markets, create Service Level Expectations associated with international recruitment efforts, UWinsite service enhancements, etc.

The floor was open for comments/questions:
- The area was commended on their continued efforts in facilitating international recruitment, particularly given the challenges and travel restrictions over the past few years.
- In response to a question raised about the UniBuddy platform, it was noted that it is a student-led web-based platform that provides prospective students with an authentic perspective on the student experience by connecting with current students who have first-hand experience of what it means to live and learn at UWindsor. Students who are part of the UniBuddy program are provided with a stipend per semester.
- In response to a question raised about how the Auditor General's report may have an impact on international recruitment strategies, it was noted that prior to the pandemic a project was initiated to diversify the student population by embedding individuals in countries as team members, but the challenge on the international front is that the University does not have strong brand recognition.
- The Auditor General's report highlighted that the majority of students were from India and China, which increases the risk of external factors impacting continued recruitment, and noted that international students have lower graduation rates than domestics students. These issues are being reviewed with a goal of putting strong supports in place.

6 Question period/Other business/Open Discussion
6.1 APC Subcommittee on Course Modality Definitions – Update
- The Subcommittee has met and discussed a set of definitions for different course modalities. Once an initial proposal is drafted, the next step will be to consult with Deans, Associate Deans, AAU Heads, and students.

7 Adjournment

MOTION: That the meeting be adjourned.

Adam Mulcaster/Nick Hector
CARRIED