



**ACADEMIC POLICY COMMITTEE
Minutes of Meeting**

Date: Thursday, January 18, 2024

Time: 9:00am-11:00am

Location: Room 209 Assumption Hall and via MS Teams

Present: Isabelle Barrette-Ng (Chair), Hisham Barakat, Priscila Correa, Erika Kustra, Adam Mulcaster, Lydia Miljan, Jessica Raffoul, Chitra Rangan, Debbie Rickeard, Sara Scharoun Benson, Brahmjot Singh, Anneke Smit, Niel Van Engelen.

Absent: Victoria Iannetta, Maureen Muldoon, Walter Rischke, Karen Robson.

In Attendance: Ray Darling; Renée Wintermute (University Secretary), Alison Zilli (University Secretariat).

1 Approval of Agenda

Item 5.1 was unstarred.

MOTION: That the agenda be approved.

Jessica Raffoul/Niel Van Engelen
CARRIED, as amended

2 Minutes of meeting of December 13, 2023

MOTION: That the minutes of the meeting of December 13, 2023 be approved.

Minor corrections were made.

Erika Kustra/Jessica Raffoul
CARRIED, as amended

3 Business arising from the minutes

Members were informed that the Policy on Course Modality Definition was approved at the January 12, 2024 Senate meeting.

4 Outstanding business

Nothing to report.

5 Reports/New Business

5.1 Master of Fine Arts (Film and Media Art) – Admission Requirements Revision

(See document APC240118-5.1 for more details.)

MOTION: That the proposed revision to the admissions requirements for the MFA be approved.

Chitra Rangan/Erika Kustra

NOTED:

- The proposed revision entails lowering the admission requirement for the Master of Fine Arts (MFA) program from a minimum GPA of 75% to 70%. This adjustment is still accompanied by the requirement of submitting a portfolio, references, and other relevant documentation.

AGREED:

- That the rationale be revised for clarification.

CARRIED

5.2 Centre For Teaching and Learning Annual Report

(See document APC240118-5.2, APC 240118-5.2a, and APC240118-5.2b for more details.)

- An overview was provided on Centre for Teaching and Learning activities, accomplishments, and challenges over the past academic year, as well as current and future initiatives.
- Centre for Teaching and Learning's achievement of its goals, objectives, and campus projects were significantly impacted by the cybersecurity incident in June of 2022, though major capital projects continued to be supported throughout the current fiscal year.
- Given that CTL has played a central role in many urgent challenges over the years (i.e., COVID-19 pandemic, cyberattack, numerous LMS shifts, SMA development, etc.), staff have not had any downtime which has led to increasing issues with employee health and well-being. Moving forward, priorities will be reviewed and evaluated with the goal of reducing burnout and creating more work/life balance.
- In response to a question raised, it was noted that attendance at workshops varies depending on campus climate and allocation of space. For the most part, online attendance is higher than in-person.
- The primary method of communication about workshops and events is via email (i.e., Daily News, Newsletters, etc). Posters have been used in the past, but it is difficult to determine if they are an effective mode of disseminating information across the campus.
- In response to a question raised, it was noted that 15 Mentimeter licenses have been purchased to be used as teaching tools to engage students in the classroom. However, they will eventually be phased out and replaced with a system that is more cost-effective.
- In response to a question raised, it was noted that there is no mandatory training for sessional instructors, but there are many educational opportunities and CTL does provide targeted training sessions for Faculties, when requested.
- The document was received for information.

6 Question period/Other business/Open Discussion

The proposal for an APC Subcommittee on cross-listed courses is on the next agenda.

7 Adjournment

MOTION: That the meeting be adjourned.

Niel Van Heyst/Chitra Rangan

CARRIED