



ACADEMIC POLICY COMMITTEE
Minutes of Meeting

Date: Thursday, April 10, 2024

Time: 9:00am-10:45am

Location: Room 209 Assumption Hall and via MS Teams

Present: Isabelle Barrette-Ng (Chair), Priscila Correa, Erika Kustra, Adam Mulcaster, Maureen Muldoon, Jessica Raffoul, Chitra Rangan, Debbie Rickeard, Walter Rischke, Karen Robson, Sara Scharoun Benson, Anneke Smit, Niel Van Engelen.

Absent: Hisham Barakat (regrets), Victoria Iannetta, Brahmjot Singh.

In Attendance: Gillian Heisz, Andrew Kuntz, Vincent Yeung; Renée Wintermute (University Secretary).

1 Approval of Agenda

MOTION: That the agenda be approved.

Adam Mulcaster/ Chitra Rangan
CARRIED

2 Minutes of meeting of March 21, 2024

MOTION: That the minutes of the meeting of March 21, 2024 be approved.

Chitra Rangan/Jessica Raffoul
CARRIED

3 Business arising from the minutes

Nothing to report.

4 Outstanding business

Nothing to report.

5 Reports/New Business

5.1 2024-2025 Operating Budget Proposal

a. Proposed Tuition and Compulsory Ancillary Fees

b. Proposed Operating Budget

(See documents APC240410-5.1, APC240410-5.1a, APC240410-5.1b, APC240410-5.1c, and APC240410-5.1d for more details.)

NOTED:

- A detailed presentation on the 2024-2025 proposed Tuition and Compulsory Ancillary Fees and Operating Budget was provided.
- The province has announced another three-years of tuition freezes, with 2024-2025 marking the fifth year of frozen tuition following the 10% domestic tuition fee cut in 2019/2020. This necessitates pursuing the allowable tuition fee increase of 5% for all out of province student tuition rates in regulated programs and the allowable increases under the tuition anomalies program. In order to remain competitive and maximize enrolments, tuition fee increases or international students are

based on student and market demand, and are offset by the UWindsor international tuition fee guarantee.

- The University of Windsor is presenting a two-year balanced based budget strategy. It is proposing a balancing the budget in-year with one-time government grants for 2024/2025, as work begins to develop strategies for a budget balanced at the base for 2025-2026. To achieve this, the 2024/2025 budget includes a realignment of 1.5% of the salaries and benefits budget, as well as other reduction strategies.
- The Enrolment Contingency Reserve continues to be a necessary tool to mitigate the need for possible mid-year cuts if enrolment targets are not reached. Other reserve funds and strategic priority funds continue in order to enable the University to address priorities and mitigate risks, though with some reductions.

The floor was open to comments/questions:

- Members urged that the pilot program for a “textbook all access fee”, which would provide students with one fee to access all their textbooks electronically, should be carefully rolled-out and assessed, as it may not benefit all students, though it was noted that students can elect to opt out of the fee.
- Concern was also expressed about moving away from physical UWin cards in favour of an app-based system, noting that such apps can fail. Work to ensure a consistent and stable student experience with the app will be needed
- In response to a concerns about the split in funding between academic areas and administrative areas, it was noted that administrative areas work in collaboration with academic areas, are foundational to a University, and are essential to ensuring the University deliver’s on its mission.

AGREED:

- Overall, members supported the budget proposal, noting the constraints under which the University is operating, as current provincial and federal regulations and geo-political issues significantly negatively impact revenue growth, while expenses, including contractual obligations and inflationary pressures, continue to increase. The financial challenges facing the University are significant and structural, and the situation is unlikely to change in the next few years with the recent provincial announcement of an additional three-year domestic tuition freeze, which is expected to result in further and more difficult cuts and decisions in the coming years.
- Members once again expressed significant concern that the system will soon break under these continued government policies and lack of funding.

5.2 APC/Senate Annual Reports and Service Level Agreements

(See document APC240410-5.2 for more details.)

AGREED:

- The memo should underscore that APC agrees that accountability reporting is important, but has concerns with duplication and using the service level agreement template for units that are required to report under Senate bylaw 3 and that provide services primarily focused on qualitative deliverables.
- The memo should emphasize that the purpose of APC annual report aligns with the spirit of the SLAs as listed in operating budget document, but provides more and better contextual detail and data.
- A data appendix should be added to the APC Annual Report Template
- The final draft of the memo will be circulated to members for feedback and approval.

7 Adjournment

MOTION: That the meeting be adjourned.

Adam Mulcaster/Niel Van Engelen
CARRIED