



**ACADEMIC POLICY COMMITTEE (APC)
Minutes of Meeting**

Date: Tuesday, December 13, 2016

Time: 2:00pm-3:30pm

Room: 209 Assumption Hall

Committee Members: Dr. Fazle Baki, Ms. Joan Dalton, Dr. Lorna deWitt, Dr. Philip Dutton (chair), Dr. Shervin Erfani, Mr. Dariush Karimi, Dr. Erika Kustra, Dr. Scott Martyn, Dr. Katherine Quinsey, Dr. Karen Roland, Dr. Antonio Rossini, Dr. Alan Scoboria, Prof. John Weir.

Absent: Ms. Ghadeer Alghosein (regrets), Prof. Jeff Berryman (regrets), Mr. Ahmed Khalifa.

In Attendance: Dr. Ram Balachandar; Ms. Renée Wintermute and Alison Zilli (University Secretariat).

1 Approval of Agenda

MOTION: That the agenda be approved.

Dr. S. Martyn/Ms. J. Dalton
CARRIED

2 Approval of Minutes

(See document APC161025M)

MOTION: That the minutes of the Academic Policy Committee meeting of October 25, 2016 be approved.

Dr. A. Rossini/Dr. E. Kustra
CARRIED

3 Business arising from the minutes

Nothing to report.

4 Outstanding business

4.1 Internationalization Annual Report (2015-2016)

(See document APC161213-4.1 for more details.)

NOTED:

- The 2015-2106 academic year saw the launching of a new process for recruiting international undergraduate students having witnessed a drop in international student enrolment at the undergraduate level. Actions taken to mitigate further decrease include attending several international student recruitment fairs hosted by Global Affairs Canada, and reviewing 180 recruitment agents with a view to reducing the number to 150.
- Current priorities include developing a strategic plan for undergraduate international student enrolment, increasing the number of outbound exchanges by developing new agreements in countries with instruction in English as these generate greater student interest.
- Establishing pathway programs or courses for students who do not have the equivalent high school credits to meet admission requirements should be considered carefully, in the context of the role and mandate of a university.

- In response to a question about international enrolments in the MASc and PhD, it was noted that, while international students are eligible to apply to these programs, the strategic enrolment focus is on enrolling international students in professional course-based Masters and ensuring that appropriate enrolment caps are set.
- Having UWindsor international students reach out to prospective international students is a good touch. Faculty will be making similar calls in the coming year.
- Agreements that have seen some activity over the past 3-5 years are automatically renewed. Those that have seen no activity during this same period are automatically discontinued.
- Friendship agreements are specific agreements which allow recruiters entry into the region's secondary schools.

AGREED:

- For future reports, table charts rather than pie charts should be provided for CELD Student Enrolment data.

Items for Information

5 Reports/New Business

5.1 Centre for Teaching and Learning Annual Report

(See document APC161025-5.1 for more details.)

NOTED:

- In 2015-2016, the Leddy Library was in the fourth year of a five-year strategic plan. This year, it is focusing on developing its next five-year plan. An external review of the Library will be conducted in Winter 2017.
- 2015-2016 saw increased activity in the area of creating physical and (mostly) digital spaces for faculty and students to engage in, and disseminate research. Digital scholarship and open access are key areas of focus.
- Results of the Ithaka survey were reviewed with a view to making improvements. The survey results are available in the institutional repository. The 21% response rate falls within the range which is considered reasonable for such surveys (20-30%).
- Libraries and the work of librarians has changed significantly. The Leddy Library will continue to assess its human, physical, material and digital resources to meet current and future teaching, learning and research needs of faculty and students.
- Most of the projects with community organizations are a result of grants awarded through the Trillium Foundation.
- The Library will be establishing metrics by which it will determine how to go about "right sizing". What is core to the Library's mission?

AGREED:

- The section "Leddy Library by the Numbers" is part of an initiative by the Library to build a program of assessment to demonstrate the Library's value to the University. In future reports, this section should:
 - report on the many one-on-one meetings between students and their department's liaison librarian; on the role played by the Library in launching UWill Discover, which showcases undergraduate research; and on other information not captured easily through numbers but that clearly speak to the impact of the Library on the University's teaching, learning and research mission.
 - provide more context for the data presented, to clarify whether there is truly a decrease in usage or whether it is simply a shift in how resources are accessed.
- The Library has been heralded as a star in terms of holdings and services in MacLean's magazine. During the "right sizing" exercise, the University must ensure that decisions made do not result in a loss or compromise Library expertise.
- The Library is participating in a survey conducted by the Canadian Research Knowledge Network, which is looking at the significant cost increases for journals which have decimated the ability of Libraries to keep up with acquisitions. The survey is part of a broader research project which will include usage

studies and citation analysis by campus. The survey itself will ask faculty and doctoral students to identify their top 5 journals for research and their top 5 journals for teaching. The Library should request an REB variation so that it can extend the survey to Masters thesis students. The data would be included in the analysis of the institutional data but would not be part of the national data.

Items for Approval

5.2 PhD in Nursing – Admission Requirement Changes

(See document APC161213-5.2 for more details.)

MOTION: That the proposed revisions to the admission requirements for the PhD in Nursing be approved.

Dr. L. deWitt/Dr. A. Rossini

NOTED:

- Because of differing requirements for practicing nurses in Canada and internationally, the revisions make it clear that the applicant must have both a baccalaureate degree in nursing and be registered to practice in Canada or internationally.

AGREED:

- The area should consider whether the review of the scholarly work, the statement of research interest and career plan, and the interview, together with the minimum English language proficiency requirement, will be sufficient to ensure admitted students will not struggle with English. The area might consider whether the English Language proficiency requirement should be a bit higher.

CARRIED

6 Question Period/Other Business/Open Discussion

Nothing to report.

7 Adjournment

MOTION: That the meeting be adjourned.

Dr. A. Scoboria/Dr. A. Rossini

CARRIED