



ACADEMIC POLICY COMMITTEE (APC)
Minutes of Meeting

Date: Tuesday September 25 2018

Time: 9:00am-11:00am

Room: 209 Assumption Hall

Committee Members:

Mr. Aftab Anwer, Yasin Avci, Scott Cowan, Dr. Sue Fox, Dr. James Gauld, Dr. Erika Kustra, Dr. Scott Martyn, Dr. Wansoo Park, Dr. Antonio Rossini (Chair), Dr. Terry Sefton, Dr. Jill Urbanic, Dr. Sujith Xavier.

Absent: Dr. Fazle Baki, Dr. Cheryl Collier, Dr. Dan Mennill, Siddharth Patel, Lena Sleiman.

In Attendance Marion Doll, Renée Winternute (University Secretary), Alison Zilli (University Secretariat).

1 Approval of Agenda

MOTION: That the agenda be approved.

Dr. S. Martyn/Mr. S. Cowan
CARRIED

2 Approval of Minutes

(See document APC170411M)

MOTION: That the minutes of the Academic Policy Committee meeting of May 11, 2018 be approved.

Dr. S. Fox/Dr.E. Kustra
CARRIED

3 Business arising from the minutes

Nothing to report.

4 Outstanding business

Nothing to report.

Items for Information

5 Reports/New Business

5.1 Academic Policy Committee Mandate and Meeting Schedule

(See document APC180925-5.1 for more details.)

NOTED:

- An overview was provided on the mandate of Academic Policy Committee.
- Academic Policy Committee (APC) is charged with receiving and reviewing annual status reports from a number of academic areas and academic service areas on campus, and reviewing and recommending policy changes, as appropriate.
- The document was received for information.

5.2 Establishing Lead Readers for Annual Reports

(See document APC180925-5.2 for more details.)

NOTED:

- Each year, one Committee member will be identified as the lead reader for each of the annual reports that are presented to APC.
- The lead reader will review the report thoroughly in advance of the APC meeting in order to (1) either determine that the report is complete or identify the required additional material, (2) ensure that the report addresses the University's strategic plan priorities, and (3) ensure that the report is in the required format.
- Lead readers were identified for the various annual reports for 2018-2019.

5.3 Student Awards and Financial Aid (2017-2018)

(See document APC180925-5.4 for more details.)

NOTED:

- An overview was provided on the student awards that were established during the last academic year.
- The Student Awards and Financial Aid Office is charged with administering the Ontario Student Assistance Program (OSAP) as well as scholarships, bursaries and awards for undergraduate students which are based on both academic merit and financial need.
- The University of Windsor's student financial aid program participation rate is approximately 68%.
- During 2017-18, a total of 8,024 University of Windsor students received \$89.3 million in full-time OSAP assistance and 54% of OSAP was non-repayable grant funding.
- The OSAP application process has been significantly overhauled, making it easier for students who are applying and redirecting their funds into educational bills.
- The University of Windsor's COISL default rate is 6.3%, which is the second highest rate among Ontario University's next to Algoma College.
- The Office continues to refine its processes related to work-flow and simplifying the application process for students so that is easier for students to apply for scholarships and bursaries.

The floor was open for comments/feedback:

- In response to a question raised regarding entrance scholarships and notification to students, it was noted that entrance scholarships are offered at the time of admission. However, the process for needs-based funding is complex and takes longer to administer. However, the Faculty of Law does have an early assessment process.
- In response to question raised about certain awards needing to be adjudicated, it was noted that many awards have certain criteria that need to be met in order for a student to be eligible to receive the award. This requires a committee to review the student's portfolio to ensure the criteria is met.
- Concern was raised regarding the issue that the high default rate for student loans may not be in line with the 'Promise' campaign intent.
- In response to a question raised, it was noted that student loans are not eligible for bankruptcy during a certain timeframe but there are options for students to receive some loan forgiveness based on certain financial criteria.
- It was expressed that it is important to provide students with financial awareness regarding budgeting and loan repayment, through workshops.
- In response to a question raised regarding the distribution of awards being high in the Faculty of Law particularly given that there is the assumption that they will be eligible for higher paying jobs to pay back loans, it was noted that this is just a result of the cost of the tuition being much higher than other programs.

AGREED:

- If feasible, future reports should address the following questions: 1) How does the University of Windsor's default rates compare to employment rates?, Can anything be done to reduce default

rates?); 2) What can the University do as a campus to further promote financial literacy?; 3) Include data on the growth of endowments and awards over a period of time.; 4) Include values associated with award allocations aligned with the number of students supports.; and, 5) Include OSAP participation rates over time.

- Minor editorial corrections were made to the document.
- The document was received for information.

Item for Approval

5.4 APC Subcommittee to Address Student Mental Health Strategy Recommendations 2 and 3 (See document APC180925-5.4 for more details.)

MOTION: That the membership for the APC Subcommittee, defined below, be approved.

Antonio Rossini, LLC (APC) (Chair)

Sue Fox, Associate Dean Nursing (APC)

Danielle Souliere, Associate Dean FAHSS

Jill Urbanic, Engineering (APC)

Fazole Baki, Business (APC)

Karoline Fox (Office of the Registrar)

Christine Quaglia (Central Advising)

Rosemary Plastow (Clinical Psychologist, Student Counselling Centre)

Lena Sleiman, undergraduate student (APC)

Siddharth Patel, graduate student (APC)

Renée Wintermute or designate (University Secretariat)

Dr. S. Martyn/Dr. E. Kustra

NOTED:

- A Subcommittee is being created to address two recommendations from the Student Mental Health Strategy: 1) To explore policies and practices as they relate to student mental health, and where deemed appropriate, develop updated policies, practices and make recommendation to ensure that there is a balance between academic fairness and compassion. 2) This includes implementing a process whereby it is mandatory for all faculties to include mental health information and resources on their course outlines.

AGREED:

- The following members be added to the Subcommittee:

Debbie Kane, Associate Dean Graduate Studies

TBA, Aboriginal Education Centre

John Antoniw, Peer Support Centre

Phebe Lam, AAS Learning Specialist - Academic and Student Success

CARRIED, as amended

Additional Business

6 Question Period/Other Business/Open Discussion

Nothing to report.

7 Adjournment

MOTION: That the meeting be adjourned.

Dr. E. Kustra/Mr. S. Cowan
CARRIED