



ACADEMIC POLICY COMMITTEE (APC)  
Minutes of Meeting

**Date:** Tuesday November 19, 2019

**Time:** 9:05am-10:15am

**Room:** 209 Assumption Hall

**Committee Members:** Prof. Jeff Berryman, Dr. Fazle Baki, Scott Cowan, Biane Deghaiche, Dr. James Gauld, Dr. Erika Kustra, Dr. Scott Martyn, Dr. Rashid Rashidzadeh, Dr. Antonio Rossini (Chair), Lena Sleiman, Dr. Jill Urbanic.

**Absent:** Dr. Sue Fox (regrets), Jay Patel, Janice Mcadam, Dr. Wansoo Park (regrets), Dr. Terry Sefton (regrets), Dr. Anneke Smit.

**In Attendance:** Marion Doll, Renée Wintermute (University Secretary), Alison Zilli (University Secretariat).

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**1 Approval of Agenda**

**MOTION:** That the agenda be approved.

Dr. J. Gauld/Dr. S. Martyn  
**CARRIED**

**2 Approval of Minutes**

**MOTION:** That the minutes of the meeting of September 24, 2019 be approved.

Dr. J. Gauld/Dr. S. Martyn  
**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 Centre for Teaching and Learning Annual Report (2018-2019)**

*(See document APC191119-5.1 for more details.)*

NOTED:

- A comprehensive presentation highlighting the work of the Centre for Teaching and Learning (CTL) for 2018-2019 was provided.
- CTL provides leadership and expertise in pedagogy and educational technology to enhance teaching and learning.
- Over the past year, CTL hosted 81 courses, programs and workshops which drew over 1300 participants.
- CTL staff has conducted hundreds of individual consultations with members representing to every Faculty on campus on topics such as curriculum development, learning outcomes, teaching dossiers and research.
- The Centre continues to increase its offerings of the Faculty-sponsored GATAcademy as well as workshops so that teaching assistants and graduate assistants have the opportunity to participate in professional

development.

- In support of learning outcomes, a new curriculum mapping tool (CuMA) has been launched which is a searchable repository for all learning outcomes.
- CTL is facing a number of challenges including: considering issues of data governance, maintaining sufficient resources; ensuring the Centre's involvement in supporting SMAs remains focused on effective teaching and learning; sustaining initiatives as two positions (originally conceived of as permanent are temporary).
- Future actions include the following: 1) support effective evaluation of teaching; 2) facilitate increased awareness and support for Indigenization of the curriculum; 3) support of implementation and analysis of experiential learning experience; 4) support curriculum development; 5) data governance and learning analytics; 6) support Blackboard; 7) support effective teaching through sustainable core programming; 8) support and promote the scholarship of teaching and learning.
- One of the recommendations for Senate consideration is to consider a strategic institutional approach to Indigenization.

The floor was open for comments/feedback:

- In response to a question raised regarding what is being done to promote international engagement, it was noted that CTL hosts an annual international Teaching and Learning Conference that brings together guest speakers from around the globe.
- A question was raised regarding whether research has ever been conducted to determine why there are often discrepancies in marks (for example, 10%) between two identical courses taught in different environments. In response, it was noted that research of this nature has not yet been conducted but that collaboration is welcome.
- In response to a question raised about curriculum mapping it was noted that CTL provides guidance so that areas can learn how to analyze the structure of a program and how individual courses work together at each level of the program. This can be done using the online Curriculum Mapping Aid (CuMa).
- In response to a question raised about the reference to participation from the Schulich School of Medicine at the workshops hosted by CTL, it was noted that students at the Windsor Campus have access to these resources.
- In response to a question raised about the percentage of courses using Blackboard, it was noted that every course that exists on campus has a Blackboard site but not everyone activates. However, most instructors are now using Blackboard.
- The document was received for information.

## **5.2 Student Awards and Financial Aid Annual Report (2018-2019)**

*(See document APC191119-5.2 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 (SAFA) 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.
- SAFA also supports general need-based assistance for graduate students who qualify for government student assistance
- During 2018-19, a total of 8743 University of Windsor students received \$95.7 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.
- To apply for scholarships and bursaries, students now complete a series of on-line profiles assigned to their student task tile within UWinsite Student, as opposed to applying for specific awards. Awards that fit their profile are automatically identified for them.
- In 2018-19, the undergraduate donor-sponsored student award portfolio grew by 36 awards to a total of 902. In addition, 29 new departmental undergraduate awards were created.
- No matter the program of choice, high school students are automatically considered for a minimum level

of scholarship support based on their entering average.

- Challenges include: limited resources to support increasing student demands; staff training for the UWinsite Student to provide more in-depth understanding of the integrative modules; award management configuration is limited within Peoplesoft.
- Future actions include: continuing to review award management process (i.e., timing, simplifying the application); improve communication with departments; create a process to manage student loan default rates with exit counselling; review opportunities to provide more support to international, Indigenous and first generation students.
- Recommendations for Senate will include a review of criteria and formula for the annual selection of the Governor General Medal presented at Spring Convocation.
- In response to a question raised, it was noted that 31% of the full-time undergraduate students receive financial aid.
- In response to a question raised about students losing their scholarships, it was noted that scholarships at the 85-89% level are guaranteed for a student's first year of study regardless of their cumulative average after their first semester.
- In response to a question raised, it was noted that sometimes donor-sponsored awards have specific criteria or restrictions that is difficult for students to meet and therefore go unawarded.
- The document was received for information.

AGREED:

- Minor suggestions for clarifications were made to the report.

### **Item for Approval**

#### **5.3 Nursing (Graduate) Admission Requirements**

*(See document APC191119-5.3 for more details.)*

**MOTION: That the proposed revisions to the admission requirements for the graduate programs in Nursing be approved.**

Dr. J. Uranic/Dr. S. Martyn

NOTED:

- The proposed revision to the Nursing admission requirements will bring the policy in line with the College of Nurses of Ontario (CNO) requirements.
- The language standardizes the admission requirement language across all the Nursing graduate programs, and clarifies the need for graduate program applicants to be registered with CNO with no practice restrictions.

AGREED:

- In response to a question raised about International students' eligibility for the program, correspondence with the Faculty of Nursing noted that International students can be admitted to the program, but they also must meet these admission requirements, required by CNO, otherwise they will be required to withdraw from the program.

**CARRIED**

### **Additional Business**

#### **6 Question Period/Other Business/Open Discussion**

Nothing to report.

#### **7 Adjournment**

**MOTION: That the meeting be adjourned.**

Dr. J. Uranic/Dr. S. Martyn

**CARRIED**