



**NOTICE OF MEETING**

**There will be a meeting of the  
ACADEMIC POLICY COMMITTEE  
March 20, 2025 at 9:00am-11:00am**

**Location: VIRTUAL (MS Teams)**

**AGENDA**

**1 Approval of Agenda**

**2 Minutes of meeting of February 12, 2025**

**3 Business arising from the minutes**

**4 Outstanding business**

**5 Reports/New Business**

**5.1 Policy on Grading and the Calculation of Averages – Revisions**

**Erika Kustra-Approval  
APC250320-5.1**

**5.2 Policy on Exemption from Effective Writing I and Effective Writing II – Revisions**

**Jill Singleton-Jackson-Approval  
APC250320-5.2**

**6 Question period/Other business/Open Discussion**

**7 Adjournment**

Please carefully review the 'starred' (\*) agenda items. As per the June 3, 2004 Senate meeting, 'starred' items will not be discussed during a scheduled meeting unless a member specifically requests that a 'starred' agenda item be 'unstarred', and therefore open for discussion/debate. This can be done any time before (by forwarding the request to the secretary) or during the meeting. By the end of the meeting, agenda items which remain 'starred' (\*) will be deemed approved or received.

**University of Windsor  
Academic Policy Committee**

5.1: **Policy on Grading and the Calculation of Averages – Revisions**

Item for: **Approval**

Forwarded by: **Associate Deans' Council**

**MOTION: That the proposed revisions to the Policy on Grading and the Calculation of Averages and be approved.**

**Proposed Revisions**

*[revisions are in bold and strikethrough]*

All grades below 50% are considered failures. Courses in which a failing grade is received will be recorded on the student's transcript and may be factored into the average but will carry no credit toward a degree. Averages will be calculated using the grade earned and recorded on the transcript, with exceptions noted above. A grade of NR is assigned to a registered student that has no record of submitted work or completed tests and exams. ~~In computing a student's average, NR is equivalent to 0%. NR notations are recorded on the transcript but have no numeric grade equivalent.~~

**Rationale:**

- Students registered in a course who do not complete any evaluations are typically experiencing any number of personal challenges and struggles resulting in them not participating in the course. Assigning a NR is sufficient indication on the transcript to employers or graduate admissions office of their non-participation in the course. Assigning a 0 to the NR is overly punitive and unnecessary, cannot be said to be indicative of their knowledge of the material since they did not participate in the course, and significantly impacts their average calculations.
- Such a change would also mitigate the number of requests for grade reconsiderations based on compassionate grounds.
- The change would be similar to how aegrotat (AEG) grade notations, which are recorded on the transcript but have no numeric grade equivalent.
- This was reviewed at an Associate Deans' Council meeting in Fall 2024.

University of Windsor  
Academic Policy Committee

5.2: **FAHSS – Policy on Exemption from Effective Writing I and Effective Writing II**

Item for: **Approval**

Forwarded by: **Faculty of Arts, Humanities and Social Sciences**

**MOTION: That the proposed revisions to the Policy on Exemption from Effective Writing I and Effective Writing II be approved and renamed Policy on Exemption from Academic Writing (ENGL-1010), effective Fall 2025 admissions.**

Proposed Revisions:

*[revisions are in bold and strikethrough]*

Policy on Exemption from Effective Writing I and Effective Writing II Academic Writing (ENGL-1010)

To reduce redundancy in academic requirements and remove unnecessary requirements and unfair tuition costs for transfer and other students, the following exemptions to the FAHSS degree requirement that all students complete ~~the two courses GART 1500, Effective Writing I, and GART 1510, Effective Writing II~~ ENGL-1010 are proposed. Where ~~GART 1500 and GART 1510~~ ENGL-1010 is listed as a degree requirements and where exemptions have been granted under #1 and #2 below, FAHSS substitute courses will need to be taken and Academic Progress Report (~~DARS~~) exceptions made. The total number of course requirements for the degree or degree completion program will not be reduced.

1. Students are exempted from the ~~ENGL-1010 Effective Writing course (GART 1500 and GART 1510)~~ requirements in the following circumstances.
  - i) ~~Students with 80% or higher in Grade 12 ENG4U (or equivalent) are exempt from this course requirement and will substitute it with an additional course from any area of study.~~
  - ii) Any student who is returning to the University after completing a degree.
  - iii) Students transferring to the Faculty of Arts, Humanities and Social Sciences from other Faculties in the University of Windsor who have already completed 20 semester courses with the proviso that they had not previously been a student in FAHSS.
  - iv) Transfer students from other universities or colleges where the instruction was in English who have successfully completed the equivalent of 20 semester courses.
  - v) ~~Any student who completed 20 semester courses, prior to Fall 2008, is exempted from GART 1500 and GART 1510.~~
  - vi) Other exemptions may be approved by the Dean and reasons for the exemption shall be provided in writing on the Academic Progress Report (~~DARS~~) form.
- ~~2. Any student who has received credit for GART 1510 is exempted from GART 1500. Where GART 1500 and GART 1510 are not listed as degree requirements and where exemptions have been granted under #3 below, FAHSS substitute courses will not need to be taken and Academic Progress Report (~~DARS~~) exceptions will not need to be made.~~
2. For academic reasons, when developing degree completion programs ~~ENGL-1010 GART 1500 and GART 1510~~ may be excluded from the degree requirements. ~~In such a case, GART 1500 and GART 1510 are not listed as degree requirements on the Academic Progress Report (~~DARS~~).~~

**Rationale/Approvals:**

- This proposal has been approved by the Faculty of Arts, Science and Humanities Council (February 13, 2025).
- The deletion of the courses GART 1500 and GART-1510 as requirements across all FAHSS programs was approved by Faculty Council on January 9, 2025.
- ENGL-1010 (Academic Writing) was approved as a new course requirement for all FAHSS programs except English by FCC on January 9, 2025.
- As part of these changes, Faculty Council also approved the caveat that for ENGL-1010 students with 80% or higher in Grade 12 ENG4U (or equivalent) are exempt from this course requirement and will substitute it with an additional course from any area of study.