



ACADEMIC POLICY COMMITTEE  
Minutes of Meeting

**Date:** Thursday September 18, 2025  
**Time:** 9:00am-10:10am  
**Location:** Room 209 Assumption Hall and via MS Teams

**PRESENT:** Nadia Azar, Hisham Barkarat, Isabelle Barrette-Ng (Chair), Juliet Bushi, Geoff Callaghan, Eahab Elsaid, Nivethan Karalasingam, Muharem Kianieff, Erika Kustra, Husam Morra, Kristina Nikolova, Gina Pittman, Jessica Raffoul, Chitra Rangan, Jacqueline Stagner, Dora Strelkova.

**ABSENT:** Adam Mulcaster (regrets).

**IN ATTENDANCE:** Ray Darling (University Registrar), Alison Zilli (Associate University Secretary), Renée Wintermute (University Secretary). For item 5.3: Rachel Aleks; For item 5.4: Patti Weir.

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**1 Approval of Agenda**

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

Chitra Rangan/Jessica Raffoul  
**CARRIED**

**2 Minutes of meeting of May 14, 2025**

**MOTION:** That the minutes of the meeting of May 14, 2025 be approved.

Chitra Rangan/Hisham Barkarat  
**CARRIED**

**3 Business arising from the minutes**

Nothing to report.

**4 Outstanding business**

Nothing to report.

**5 Reports/New Business**

**5.1 Academic Policy Committee Mandate**

*(See document APC250918-5.1 for more details.)*

The document was received for information.

**5.2 Establishing Lead Readers for Annual Reports**

*(See document APC250918-5.2 for more details.)*

NOTED:

- The lead reader reviews the annual report thoroughly in advance of the APC meeting to (1) determine whether 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 2025-2026.

### 5.3 Policy on Tabula Rasa – Odette School of Business

*(See document APC250918-5.3 for more details.)*

**MOTION:** That the proposed Tabula Rasa for Odette School of Business be approved.

Jessica Raffoul/Husam Morra

NOTED:

- The Tabula Rasa policy would provide a second chance at academic success to underperforming students transferring into Business.
- Concerns were raised regarding whether the Policy may be perceived as lowering academic standards and/or whether it could have a negative impact on the School's reputation.
- In response to a question, it was noted that the tabula rasa policy for LAPS is viewed favourably in FAHSS, though very few students have taken advantage of it.
- While members supported giving students a second chance, there was concern around fairness particularly for students who are struggling with low grades, but do not meet the policy's criteria. In response it was noted that the trade-off is that such students do receive a course credit.
- In response to a question raised, it was clarified that students must still meet the required admission criteria for any program into which they wish to transfer.

AGREED:

- Consideration be given to reviewing practices around the calculation of averages, with a view to exploring a policy that resets the average by program, rather than by career.
- This would ensure fairness and consistency for all students while still acknowledging their past academic history, and would be consistent with current policy language which speaks only to major and cumulative averages by program based on specific course requirements.

**MOTION:** That the item be deferred.

Jessica Raffoul/Husam Morra

**CARRIED**

### 5.4 Policy on Letters of Permission – Revisions

*(See document APC250918-5.4 for more details.)*

**MOTION:** That the proposed revisions to the Policy Letters of Permissions be approved.

Chitra Rangan/Jessica Raffoul

NOTED:

- The proposed revision includes criteria for graduate courses offered at non-Ontario universities or private institutions.
- The administrative steps were removed from the policy because these change frequently and need not be included in policy.
- Letters of permission sometimes disadvantage students who are looking for scholarships because, if they do well in the course, this will not be recorded or reflected in their average.
- A minimum grade of 60% is needed to receive transfer credit for undergraduate courses. In graduate courses a minimum grade of 70% is required for transfer credit. This is consistent with the University's other grading and transfer credit policies.

**CARRIED**

## **5.5 Policy on Course Modalities – Revisions**

*(See document APC250918-5.5 for more details.)*

**MOTION:** That the proposed revisions to the Policy on Course Modalities be approved.

Geoff Callaghan/Hisham Barkarat

NOTED:

- In response to a question raised, it was noted that the rationale for adding the in-person evaluation for online or mixed lectures, was the abnormally high grades observed when students took their mid-terms online compared to in-person, suggesting possibly cheating.
- To allow time for implementation on the UWinsite, the revision will be effective Spring 2026.

**FRIENDLY AMENDMENT:** That the proposed revisions to the Policy on Course Modalities be approved, *effective for Spring 2026 course offerings.*

**CARRIED**

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

### **6.1 APC Subcommittee on Generative Artificial Intelligence (AI)**

*(See document APC250918-6.1 for more details.)*

NOTED:

- An update was provided on the work of the APC Subcommittee on Generative AI.
- In response to a question raised about cheating, it was noted that one of the main issues is that it is difficult to detect the use of AI and paying for tools such as LockDown Browsers are very expensive.
- There are many tools and resources that have been developed to provide guidance for instructors in assessment design, in light of the rapidly changing advancements of AI.
- In addition, CTL offers workshops on this topic and provides support on how course design and assessment methods can help mitigate student use of AI.

## **7 Adjournment**

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

Chitra Rangan/Husam

**CARRIED**