



ACADEMIC POLICY COMMITTEE
Minutes of Meeting

Date: Wednesday November 27, 2025
Time: 9:00am-10:50am
Location: Room 209 Assumption Hall and via MS Teams

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

ABSENT: Hisham Barkarat (regrets), Muharem Kianieff.

IN ATTENDANCE: For item 5.1: Selinda Berg; 5.2: Tom Schnekenburger, Shanthi Johnson; 5.3: John Cappucci; Ray Darling (Registrar) Alison Zilli (Associate University Secretary).

1 Approval of Agenda

MOTION: That the agenda be approved.

Chitra Rangan/Kristine Nikolova
CARRIED

2 Minutes of meeting of October 22, 2025

MOTION: That the minutes of the meeting of October 22, 2025, be approved.

Gina Pittman/Jessica Raffoul
CARRIED

3 Business arising from the minutes

Nothing to report.

4 Outstanding business

Nothing to report.

5 Reports/New Business

5.1 Leddy Library Annual Report (2024-2025)

(See document APC251127-5.1 for more details.)

NOTED:

- An overview of the 2024-2025 Leddy Library Annual Report, including activities, challenges, and future initiatives, was provided.
- The major undertaking was a complete reorganization of the library, which proved to be a significantly challenging but necessary, as it became clear through national and provincial meetings that Leddy Library was falling behind other academic institutions.
- The library was confronted with substantial financial pressures, including a \$1.2 million reduction to its staffing budget, resulting in a drop in staffing levels from 47 employees down to 26.

The floor was open for comments/questions:

- Leddy Library was commended on the exceptional level of support provided to the campus community, particularly the outreach to support faculty and students.
- In response to a question raised, it was noted that there are challenges in gathering research output for

disciplines that are not easily captured by current data systems.

- In response to a question raised about the student advisory group, it was noted there was a strong pool of applicants that provide advice to the library, but the challenge is addressing improvements that required funding.
- The new title of “University Librarian and Dean of Library” has been adopted to align with titles used at other institutions and acknowledges the academic leadership role.
- The document was received for information.

AGREED:

- Minor revisions were made to the report for clarification.

5.2 Student-Created Intellectual Property (IP) Policy

(See document APC2511127-5.2 for more details.)

NOTED:

- The university currently has a strong intellectual property (IP) policy for faculty, but there is a significant gap regarding students’ IP rights and their relationship to faculty during research.
- In response to a question raised regarding a template for informing about IP, it was suggested that it be signed each time a student is hired for a research project or grant-funded assignment.
- A lengthy discussion ensued regarding various aspects of the policy.

AGREED:

- Members were very supportive of the policy but noted the need for additional clarification/revisions, including: 1) Better clarifying/defining academic coursework and could be considered student IP; 2) reconsider the application of the policy apply to former students, as the university does not have authority here, and they should pursue issues of IP through the normal legal procedures; 3) Soften the language around the role of student unions who do not have the knowledge and expertise in IP, in order to mitigate any liability for them; and, 4) Clarify that the VPRI will not be resolving disputes but rather providing informational support to help the parties as they further attempt to resolve their dispute.
- The revised policy will be brought back to the next APC meeting.

5.3 Accepting Course Credit for Tri-Colleges

(See document APC2511127-5.3 for more details.)

NOTED:

- Assumption University is requesting transfer of courses into UWindsor programs without Letters of Permission (LOPs) or fees, proposing instead a simple add/drop form.
- The rationale is that LOP fees create financial barriers and confusion for students, and simplifying the process would support the longstanding federated relationship between Assumption University and the University of Windsor.
- Although waiving LOPs and associate fees (\$75) could be an option, administrative work is not cost neutral. Additionally, LOPs protect students by providing structured oversight and ensuring that they are in good academic standing.
- In response to a question raised, it was noted that the instructors teaching the Diploma in Catholic Studies possess doctoral degrees.
- In previous years, Graduate Studies did approve transfer credits for a few students in the Faculty of Education and Nursing (based on an interim/draft MOU).
- When graduate students take a course at another institutions, they follow the Ontario Visiting Graduate Student process, and these courses have gone through Quality Assurance.
- In response to a question raised about whether the Diploma could go through the PDC process (i.e., new diploma proposal), it was noted that this would remove all autonomy from Assumption and it would become a university diploma with jurisdiction for teaching falling under the collective agreement, etc.
- The difference between other universities allowing seamless transfer credits with affiliated colleges is that they are integrated within the Universities funding and quality assurance structure (i.e., St. Jerome

integrates its curriculum through UWaterloo's Senate including funding arrangements).

- Students who take four courses at UWindsor plus one at Assumption will need to pay higher fees.
- The document was received for information.

AGREED:

- Consideration could be given to contracting UWindsor's quality assurance review process to Assumption for the review of the Graduate Diploma in Catholic studies.
- Given the complexity of the proposal, it was agreed that further discussion is needed with affected stakeholders and Assumption University.

5.3 Policy on Granting a Degree, Certificate, or Diploma Posthumously or to a Terminally Ill Student – Revisions *(See document APC250918-5.3 for more details.)*

MOTION: That the proposed revisions to the Policy on Granting a Degree, Certificate or Diploma Posthumously or to a Terminally Ill Student be approved.

Jacqueline Stagner /Jessica Raffoul

NOTED:

- Given that the University currently has one of the strictest posthumous degree policies in Ontario, adopting 50% completion threshold would bring us in line with peer institutions.
- In response to a question raised, it was noted that a commemorative certificate could be presented during convocation.

AGREED:

- Clarifications will be made to the policy around completing course work and the comprehensive exam for Doctoral programs or the major paper/thesis proposal for Masters programs.

CARRIED, as amended

6 Question period/Other business/Open Discussion

- Student concern was raised regarding the issue that some instructors are using AI for marking papers and creating course content without it being disclosed in the course syllabi. Guidance on such use could be added to the guidelines for use of generative AI.
- The APC reporting template should be revised to provide more clarification and reduce overlap across the strategic priorities.

7 Adjournment

MOTION: That the meeting be adjourned.

Gina Pittman/Chitra Rangan

CARRIED