



**ACADEMIC POLICY COMMITTEE
Minutes of Meeting**

Date: Wednesday December 10, 2025

Time: 9:00am-10:30am

Location: Room 209 Assumption Hall and via MS Teams

PRESENT: Hisham Barkarat, Isabelle Barrette-Ng (Chair), Juliet Bushi, Geoff Callaghan, Ehab Elsaïd, Milad Moradi Haydarloo, Erika Kustra, Adam Mulcaster, Kristina Nikolova, Gina Pittman, Jacqueline Stagner, Dora Strelkova, Jessica Raffoul, Chitra Rangan.

ABSENT: Muharem Kianieff, Nivethan Karalasingam, Husam Morra.

IN ATTENDANCE: For item 4.1: Tom Schnekenburger; for item 5.1: Kristen Morris; Ray Darling (Registrar), Alison Zilli (Associate University Secretary), Renée Wintermute (University Secretary).

1 Approval of Agenda

Items 5.3 and 5.4 were unstarred.

MOTION: That the agenda be approved.

Adam Mulcaster/Jessica Raffoul
CARRIED, as amended

2 Minutes of meeting of November 27, 2025

MOTION: That the minutes of the meeting of November 27, 2025, be approved.

Kristina Nikolova/Chitra Rangan
CARRIED

3 Business arising from the minutes

Nothing to report.

4 Outstanding business

4.1 Student-Created Intellectual Property (IP) Policy
(See document APC251210-4.1 for more details.)

MOTION: That the Policy on Student-Created Intellectual Property be approved.

Chitra Rangan/Jessica Raffoul

FRIENDLY AMENDMENT: “Respective student unions body governments will support, as possible, students in receiving IP education and assistance.”

CARRIED, as amended

5 Reports/New Business

5.1 Experiential Learning (EL) Annual Report

(See document APC251210-5.1 for more details.)

NOTED:

- A detailed presentation was provided on the activities of the Office of Experiential Learning over the prior academic year, as well as current and future initiatives.
- The Co-op Program is being expanded to include co-op streams for the Master of Management, the BASc in Mechatronics, and the Chemistry and Biochemistry programs.
- A GTA consultant was hired to help with the University's marketing strategy in the GTA to increase visibility and build stronger employer relationships in this region.
- There has been increased engagement in Career Centre Workshops and career advising appointments, including a rise in services used by alumni.
- The greatest challenges have been economic uncertainty, AI and the erosion of entry level jobs, tracking experiential learning and leadership activities, and centralization of university communication.

The floor was open for comments/questions:

- The area was commended for its efforts to help domestic and international, undergraduate and graduate students develop valuable skills for success in the workforce.
- The increase in mySuccess can be attributed to a stronger communication plan and the streamlining of information for students in one place.
- In response to a question raised about working with non-profit organizations, it was noted that while this is a strong initiative there is concern that the subsidy program will not be renewed due to budget cuts.
- In response to a question raised, it was noted that students who are willing to re-locate for co-op are provided with some guidance and support from the Co-op office and the employer.
- Encouraging students to relocate is challenging, as they are reluctant to leave friends, family, face high rent costs, etc.
- There are many students who have co-op placements that are in other geographical areas, but they are generally working hybrid or fully online from their Windsor location. Although this is valuable, they are not gaining the full benefits of work experience in terms of one-on-one interactions in a professional environment.
- Anecdotal evidence does show that many students who are in the co-op program end up being hired by the employer after they graduate but this information is currently difficult to track.
- In response to a question raised about what students should do if they feel that they are being harassed in the workplace, it was noted that this should be reported immediately to the Co-op Office. Students are paired with a work-integrated coordinator who acts as a bridge between the students and the workplace.
- The office is working with the Office of Sexual Violence Prevention, Resistance, and Support on training and developing resources for employers and students about intimate partner violence in the workplace.
- The office is encouraged to pursue the collection of data regarding student employment post-graduation, as it could serve as an important tool for supporting program development and renewal.
- The document was received for information.

AGREED:

- Minor revisions were made to the report.

5.2 PhD in Kinesiology Admission Requirements – Revisions

(See document APC251210-5.2 for more details.)

MOTION: That the proposed revisions to the admissions requirements for the PhD in Kinesiology be approved, effective for Fall 2026 admissions.

Chitra Rangan/Adam Mulcaster

NOTED:

- In response to a question about requiring letters of reference, it was noted that doctoral applicants typically have substantial academic or work experience in a related field, so including these references are helpful for the admission process and is not uncommon for PhD programs.
- The program maintains a steady enrolment of about 16 students, with an intake of four per year.

CARRIED

5.3 Graduate Committees – Revisions

(See document APC251210-5.3 for more details.)

MOTION: That the proposed revisions to composition of doctoral committees be approved.

Chitra Rangan/Jessica Raffoul

NOTED:

- A survey of Ontario Universities revealed that all doctoral programs include an outside reader to serve as an independent, arms-length evaluator.
- The description clarifies that their role is to ensure the quality of the written work, provide an objective perspective, and offer constructive feedback on both the research and writing processes.

CARRIED

6 Question period/Other business/Open Discussion

Members were informed that work continues on implementing the cross-listing/cross-career policy.

7 Adjournment

MOTION: That the meeting be adjourned.

Chitra Rangan/Jessica Raffoul

CARRIED