



MINUTES
SENATE ACADEMIC POLICY COMMITTEE
20 November 2023 3:30 to 4:45 pm via Zoom

ATTENDEES

Senators

Dr. Marina Adshade
Dr. Shannon Bredin
Dr. Sathish Gopalakrishnan
Dr. Anubhav Pratap-Singh
Kareem Hassib
Dr. Kin Lo (Chair)

Dr. Larry Lynd
Dr. C.W. Marshall
Dr. Charles Menzies
Dr. Steven Pelech
Dr. Jenny Phelps
Dr. Richard Spencer

Ex Officio
Dr. Rella Ng
Dr. Moura Quayle
Karen Smith

Office of the Senate
Gina DeVeaux
Christopher Eaton

Guests
Adam Lukasiewicz
Erin Shannon
Norm Hutchinson

Regrets
Dr. Clare Crowston
Katherine Feng
Kamil Kanji (Vice-Chair)

1. Call to Order and Land Acknowledgement

Dr. Kin Lo, called the meeting to order and delivered a territorial acknowledgement and encouraged members to watch ʔəŋ i ce:p xʷi:wəl (Come Toward the Fire), inspired by the Musqueam tradition of gathering by a fire in the big house in Coast Salish Territory to share stories and celebrate with guests. The showcase is available on demand on the CBC streaming platform.

2. Agenda

The Committee reviewed the meeting agenda and considered the motion:
THAT THE Senate Academic Policy Committee adopt the 20 November 2023 agenda as presented.

APPROVED BY GENERAL CONSENT

3. School of Kinesiology: Bachelor of Kinesiology - Academic Regulations

The Committee reviewed a proposal from the School of Kinesiology on Academic Regulations related to the Bachelor of Kinesiology.

Adam Lukasiewicz, Manager, Undergraduate Programming & Advising School of Kinesiology, presented the item to the Committee. The principal topics of the discussion included:

- The approval path of proposed items prior to committee consideration include faculty committees and other Senate committees as required. The proposed changes are intended to respond to WorkDay system requirements;
- Part-time students avoid delays to completing their studies in four years by registering for electives during the summer month;
- Reconsider the language of the proposal to indicate part-time study will take longer than four years;
- Define “Broad Based Admissions” as capitalized because on Page 11;

- Commenting on proposals in advance of the meeting could be an efficient manner for the Committee to consider materials particularly when there is no prior consideration of items proposed for APC approval; and
 - The proposal as written may effect student scholarship and funding eligibility. It could be misleading if a student is considered to be in their 4th Year with 42 credits remaining.

The item was deferred until a future Committee meeting.

4. Faculty of Science: Bachelor of Science – Examination Hardships and Clashes

The Committee reviewed a proposal from the Faculty of Science on Examination Hardships and Clashes in the Bachelor of Science.

Norm Hutchinson, Curriculum Chair, Faculty of Science, presented the item to the Committee. The principal topics of the discussion included:

- The proposal, while from a single faculty has university-wide impact;
- An effective procedural approach to addressing the concerns raised by the Faculty of Science would for the APC to complete a review of Policy V-102. Similar concerns have been raised by the Student Caucus;
- The limited number of days for scheduling exams may pose a challenge to a viable response;
- Reconsidering the Motion as proposed and integrating the proposed changes into changes to Policy V-102.

REVISED MOTION: *That the Senate Academic Policy Committee approve the proposed changes to the Bachelor of Science regulations on examination hardships and clashes in principle; and that the changes be reflected in Policy V-102 for consideration by the Committee in 2023/2024.*

5. Integrated Renewal Project (IRP): Course Standings

The Committee reviewed a the proposed Course Standings revisions required for IRP Student.

Erin Shannon, Senior Business Lead, Student Records & Advising, Integrated Renewal Program, presented the item to the Committee. The principal topics of the discussion included:

- The implications of zero for Not Submitted (NS) standing should be removed because it is an operating not a WorkDay system requirement;
- Audit/Fail are separate standings in the current SISC but will be combined in WorkDay;
- Withdrawing from a credit and audit course will be reflected the same way in the sysem;
- Auditing a class is a formal process and it is possible for a student to fail an class in which they are enrolled under audit status;
- A reference to a graduate thesis in pgress needs to be clarified and/or expanded. The current reference to “graduate essay” is an inaccurate term for a thesis or dissertation;
- *Thesis in progress* refer (TIP) to actual thesis standings while *Courses in Progress* (CIP) refers to registrations other than thesis in process; and
- The 12-month limitation on TIP needs to incude a process to extend the term;

The Committee requested the following:

- Academic Calendar revisions arising out of this item must be approved by the Committee prior to publication;
- Under the heading Not Submitted (NS) strike

"If no grade has been entered a set number of days* aftr this standing has been applied, the grade value will be changed to 0 (F)*

*Based on discussion on missing grades."

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MOTION: *That the Senate Academic Policy Committee recommend to Senate approval of the revised course standings as required by the Integrated Renewal Program.*

APPROVED SUBJECT TO THE PROPOSED REVISIONS

- 6. APC Terms of Rerence: Indigenous Strategic Plan (ISP)** The Chair invited the members to consider the Committee Terms of Reference with a view to meeting the commitments of UBC outlined in the ISP for consideration at the next regular Committee meeting.
- 7. Academic Policies for Consideration in 2023/2024** The Committee received a verbal update on the academic policies and other matters that will be brought for the Committee’s consideration in 2023/2024.
- New Business – 4 December 2023
- J-305 – Review of Academic Units
 - Faculty of Arts – IRP – Standing Deferred
- Scheduled Review in 2023/2024
- [V-302 Graduate Student Leaves of Absence](#)
 - [V-131 Fee-Based Digital Learning Tools Used for Assessment](#)
 - [V-125 Term and Formal Examination Scheduling](#)
 - [V-103 Use of Formal Exam Periods](#)
 - [V-104 Review of Assigned Standing](#)
- 8. Next Meeting** The next regular scheduled meeting will be held on 4 December 2023.
- 9. Adjournment** The meeting adjourned at 5:06 pm.