



**MINUTES**  
**SENATE ACADEMIC POLICY COMMITTEE**  
4 December 2023 3:30 to 5:00 pm via Zoom

**ATTENDEES**

Senators

Dr. Marina Adshade  
Dr. Shannon Bredin  
Dr. Clare Crowston  
Dr. Sathish Gopalakrishnan  
Dr. Anubhav Pratap-Singh  
Kamil Kanji (Vice-Chair)  
Kareem Hassib  
Dr. Kin Lo (Chair)

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

Ex Officio

Dr. Rella Ng

Office of the Senate

Gina DeVeaux  
Christopher Eaton

Regrets

Katherine Feng  
Dr. Larry Lynd  
Dr. Moura Quayle  
Karen Smith

Guests

Carol Jaeger  
Robbie Morrison

**1. Call to Order and Land Acknowledgement**

Dr. Kin Lo, called the meeting of the Academic Policy Committee (the “Committee”) to order and delivered a territorial acknowledgement.

**2. Agenda**

The Committee reviewed the meeting agenda and considered the motion:

***THAT THE Senate Academic Policy Committee adopt the 4 December 2023 agenda as presented.***

**APPROVED BY GENERAL CONSENT**

**3. Minutes**

The Committee adopted the Minutes of the meetings held on 12 October 2023 and on 20 November 2023 and considered the motion:

***THAT THE Senate Academic Policy Committee adopt the 4 December 2023 agenda as presented.***

The members shared non-substantive edits to the minutes.

**APPROVED AS AMENDED BY GENERAL CONSENT**

**4. Faculty of Applied Science - Academic Regulations**

The Committee reviewed a proposal from the Faculty of Applied Science on Academic Regulations.

Carol Jaeger, Professor of Teaching and Associate Dean, Undergraduate Engineering Programs presented the item to the Committee. The principal topics of the discussion included:

- Students not permitted to be in academic probation for 2 consecutive years;
- If during the a period of deferred standing a student is on hold, and there is no likelihood of failure, then good standing is published on the student academic record;

- Students are advised via a system email when their academic standing is published according to the calendar guidelines;
- The degree audit system will be retired when the full capability is replaced by Workday Student is launched;
- The status *good standing* indicates that a student may have a failed year but allowed to continue while not on probation, in contrast to the status *good standing not on probation*; and
- Transfer students will begin their studies in *good standing not on probation* by default.

Proposed Revisions:

- Change the columns in the table to chronological order listing the evaluation going into the assessment comes first and then the resulting academic standing follows;
- Reference academic probation for clarity; and
- Insert the calendar link for the first-year program references

***MOTION: That the Senate Academic Policy Committee approve the proposed changes to the Faculty of Applied Science academic regulations.***

#### **APPROVED SUBJECT TO THE PROPOSED REVISIONS**

#### **5. Committee Terms of Reference – Indigenous Strategic Plan (ISP)**

The Committee discussed its Terms of Reference in the context of the ISP and the Chair led the discussion about the Committee adopting the May 2023 Triennial Review recommendation that each Senate Standing Committee consider how best to engage with the Indigenous Strategic Plan within the committee’s area of responsibility and propose revisions to its terms of reference in support of such activities as appropriate .

The principal topics of the discussion included:

- The Nominating Committee responding to Committee requests for extensions on the target reporting date;
- Clarifying the specific relationships included in the Our Relationship sections of the ISP and the most effective means of direct engagement in the Committee’s work;
- Prior Committee engagement with the ISP self-assessment toolkit and an opportunity to answer the following questions on the work done to date: Where do we go from here in terms of you know? Where are we in that process? How does that process need to continue? Are there any kind of sort of structural changes that are necessary to enact or enable these types of considerations for meaningful actions?
- The current goal of the Nominating Committee is to identify the status of the ISP’s adoption by the Senate Committees.

Next Steps:

- Circulate a copy of the work completed under the ISP Toolkit as to inform the work moving forward.

**6. Faculty of Arts -  
Integrated Renewal  
Project (IRP) Standing  
Deferred**

The Committee discussed proposed Course Standings revisions required for IRP Student.

Robbie Morrison, Associate Registrar & Director, Scheduling, Records & Systems Management, Enrolment Services, presented the item to the Committee. The principal topics of the discussion included:

Graduation applications and conferrals for 2024S will be completed in the Student Information Services Centre (SISC) resulting in a one-time change of deadlines for applications, Faculty approvals & conferrals, and for process deadlines.

The 2023 winter session Deferred Standing course requirements completion date, which is listed in the "Standings" definitions section of the Calendar as August 23. This deadline now aligns with the August 23 grade submission date.

Students granted Deferred standing in Winter Session courses must complete all outstanding course requirements by the following August 16 rather than August 23.

Next Steps:

Enrolment Services will prepare a formal approval for consideration by the Committee at a future date.

**7. Academic Policies for  
Consideration in  
January 2024**

Policy J-305 - Review of Academic Units will be brought for consideration by the Committee at the next regularly scheduled meeting.

**8. Next Meeting**

The next regular scheduled meeting will be held on 8 January 2024.

**9. Adjournment**

The meeting adjourned at 5:00 pm.