

Minutes of the meeting of the **Academic Policy Committee** held virtually on Thursday 23rd September 2021 from 3:00 to 4:00 p.m.

Present: C. Manfredi (Chair), C. Buddle (Vice-Chair), S. Ballinger, I. Cossette, H. Durham, M. Fronda, A. Hundemer, F. Labeau, A. Mircescu, C. Moraes, M. Murshed, J. Nalbantoglu, A. Parsons, E. Sarigollu, D. Titone, C. Weil, J. Whalen, L. Winer, M. Vennat, P. Colapelle (secretary).

Regrets: A. Ahsan, D. Dias, S. Huo, G. Nycum, T. Piper, C. Urbain

Guests: A. Campbell, J. Degans, Y. Hung, M.S. Cordoba Serrano, M. Weber

1. Agenda

APC approved the agenda.

2. Minutes

APC approved the minutes of the meeting of May 3rd, 2021.

3. New business

i. Office of the Vice-Principal (Research and Innovation)

- **Revisions to the *Policy on Inventions and Software* and to the *Policy on Copyright***

Director of Innovation and Partnerships, Mark Weber specified that minor modifications were made to the *Policy on Copyright* for clarification purposes, including the introduction of a definition of staff work. He also explained that minor revisions in relation to Spin-Offs were brought to the *Policy of Inventions and Software* along with the addition of guidelines.

APC approved the proposed revisions to the Policy on Inventions and Software and the Policy on Copyright. They will be forwarded to Senate for approval in APC's 506th report, for its meeting of October 20th, 2021.

ii. School of Continuing Studies

- **Revisions to the academic organizational structure of the School of Continuing Studies**

Dean of School of Continuing Studies, Carola Weil presented the proposal and was supported by the Assistant Dean – Curriculum and Professional Development, Maria Sierra Cordoba Serrano. The new structure, replacing one which has been in existence since 1968, will be comprised of five cross-disciplinary academic domains ensuring different learning pathways. It will allow the School of Continuing Studies to better respond to the rapidly evolving needs of its learners and of the job market it caters to. APC suggested that the last pages containing organizational charts of the presentation be removed as the School's new governance structure will be decided at a later point. The documents will therefore be amended before submission to Senate.

APC approved the proposed revisions to the restructure of the School of Continuing Studies. The proposal will be forwarded to Senate for approval in APC's 506th report, for Senate meeting of October 20th, 2021.

iii. Office of the Provost and Vice Principal (Academic)

- **Proposal to establish a Working Group on Teaching Evaluation**

Associate Provost (Equity and Academic Policies), Angela Campbell presented a proposal to create a small working group reporting to APC with a mandate to review student course evaluations and teaching assessments. Responding to a question on faculty representation on the workgroup, Prof. Campbell explained that having a smaller workgroup would be easier to manage to ensure that the work is completed on time. Members will represent the main characteristics of the University's different programs (e.g. accredited programs, clinical programs etc...). Following a comment on the relevance of including course lecturers to the workgroup, Prof. Campbell stated that they would be consulted.

Note: The appendix in the document was missing and will be circulated by the APC Secretary as soon as possible.

APC approved the proposal to establish a Working Group on Teaching Evaluation. It will be forwarded to Senate for information in APC's 506th report, for Senate meeting of October 20th, 2021.

iv. Faculty of Arts

- **Transfer of the McGill Writing Centre from the School of Continuing Studies to the Faculty of Arts**

Prof. Michael Fronda from the Faculty of Arts informed the committee that the transfer of the McGill Writing Centre has been several years in the making and agreed upon by all parties. The MWC will maintain the same operating structure and have an increase in visibility. Responding to a concern raised on access to courses for students at the MacDonald Campus, Director of the McGill Writing Centre, Yvonne Hung reassured the committee that services to both campuses would not be affected. She informed the committee there has been an uptake on course registration from the MacDonald Campus students since the start of the pandemic.

APC approved the proposed transfer of the McGill Writing Centre to the Faculty of Arts. It will be forwarded to Senate for approval in APC's 506th report, for Senate meeting of October 20th, 2021.

v. Subcommittee on Courses and Teaching Programs

- SCTP membership 2021-2022
- SCTP Report #16 on the meeting of May 13th 2021

The SCTP membership 2021-2022 was approved and the SCTP report was presented for information. APC had no comments. Information pertaining to the May 13th, 2021, SCTP meeting will be included in APC's 506th report

vi. Graduate and Postdoctoral Studies

- **Revisions of Graduate Student Supervision Regulations**

Dean Nalbantoglu informed the committee there the procedures detailed in section 2.9 of the Graduate Student Supervision Regulations were revised for clarification purposes. APC had no comments.

The revisions will be included for information in APC's 506th report, for Senate meeting of October 20th, 2021.

The meeting was adjourned at 4:00 p.m.