

Academic Standards Committee
September 24, 2024 at 3pm – 5pm
University Boardroom A341

IN ATTENDANCE:

Lee Easton	GFC Academic Staff Member, CHAIR
Karim Dharamsi	Vice-Provost, Academic, VICE-CHAIR
Phil Warsaba	Vice-President, Students
Pearl Herscovitch	MRFA Academic Policy and Governance Officer
Mary-Lee Mulholland	GFC Academic Staff Member (Arts)
Brooks DeCillia	GFC Academic Staff Member (Business & Communication Studies)
Joyce Totton	GFC Academic Staff Member (Health, Community & Education)
Jon Mee	GFC Academic Staff Member (Science & Technology)
Kalen Keavey	Academic Staff Member (University Library)
Christina Lovestone	Continuing Education Representative
Fiona Chetty	Student Representative
Jelena Stojsic	Student Representative

Resources

Geri Lynn Gouglas	University Registrar & Associate Vice-President, Enrolment Management
Cheryl Melatdoost	Academic Quality Assurance Coordinator
Sheena Dyer	Assistant University Secretary, GFC, RECORDING SECRETARY

NOT IN ATTENDANCE:

Kelly Williams-Whitt	Dean Representative
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The Chair called the meeting to order at 3:00PM.

1. Approval of Agenda

Moved and seconded:

THAT the Agenda for the September 24, 2024 Academic Standards Committee meeting be approved.

Motion carried

2. Approval of Meeting Minutes

2.1. Minutes from April 30, 2024

Moved and seconded:

THAT the Minutes of the April 30, 2024 Academic Standards Committee meeting be approved.

Motion carried

2.2. Business Arising from the Minutes

The Chair gave an update that a process for amending the Tenure and Promotion Handbook is being looked at and ASC will be updated accordingly.

3. Review ASC Charter Revisions – Approved by GFC May 17, 2024

The ASC Charter revisions approved by GFC on May 17, 2024 were reviewed.

4. ASC Orientation**4.1. Process for Program Reviews at ASC Meetings**

The process for reviewing program reviews at ASC meetings and the template for Program Review – ASC Pre-collection of Feedback Form was reviewed. Additional information was shared at the meeting on:

- what a program review contains;
- the self-study report;
- External Reviewers' Report and response to the report;
- the Advancement Plan; and,
- what ASC members should look for in program reviews.

An example of a previously approved program review will be shared with ASC for reference. Questions were responded to for clarification on the program review development process, documents submitted in reviews, and the accreditation process.

4.2. Criteria and Questions for ASC Review of Program Reviews

The Criteria and Questions for ASC Review of Program Reviews document was reviewed.

4.3. For Reference:

Links to the following information were shared for reference:

- Quality Assurance website;
- Tenure and Promotion Handbook and Criteria; and,
- Academic Program Review Policy and Procedures.

5. Review ASC Assessment 2023-24 Results

The ASC Assessment 2023-24 results were reviewed.

6. Draft ASC Annual Plan

The draft ASC 2024-25 Annual Plan was reviewed. K. Dharamsi highlighted the work of the Generative AI Working Group, which will continue this academic year, and responded to questions and comments on intersections with GFC Committees.

7. For Information:

The following documents were provided for information:

- 7.1. Update on Academic Program Reviews
- 7.2. ASC Meeting Schedule
- 7.3. ASC Membership
- 7.4. ASC Charter

8. New Business

8.1. Reading Week Proposal Presentation

ASC received a presentation on “Split-Reading Week Proposal: A new vision for Fall reading week”, which highlighted the issue at hand and analysis, student feedback, and a proposed split model and research. Committee members were given the opportunity to provide feedback. Questions were responded to for clarification on various areas of the proposal presented.

It was asked if additional information could be shared with ASC that responds to feedback that has been collected from consultations with Faculty Councils and other groups, provides more detail about the consultation process, and explains how a pilot of a split-reading week would be assessed.

9. Adjournment 4:40PM