

Minutes of the meeting of the **Academic Policy Committee** held on Thursday 3rd February 2011, from 3:00 to 5:00 p.m., Room 326, Wilson Hall

Present: A.C. Masi (Chair), J. Abaki, G. Brown, C. Buddle, M.J. Damha, A. Deguise, A. Doyle, I. Henderson, M. Kreiswirth, M.J. Mendelson, P. Perez-Aleman, J. Potter, C. Weston, H.M.C. Richard (*Secretary to the Committee*)
Regrets: J. Angeles, R. Jakhu, M. Kaartinen, B. Low, R. Mayor-Mora, S. McDougall, P. Li, M. Szyf, W. Thomson, C. Urbain, M. Wanderley,
Guests: E. Sarigöllü (item 4), F. Guichard, J. Vogel (item 5), D. Donnelly, P. Oxhorn (item 6 a), V. Bélanger (item 6 b), K. Massey, H. Tontini (item 7)

Document circulated at the meeting: none.

09.01 Proposed agenda

The proposed agenda was adopted.

09.02 Minutes of previous meeting held on 20th January 2011

The minutes were approved as circulated.

09.03 Business arising

None.

09.04 University Student Assessment Policy

- Revised text, January 2011 (*Revised 11-APC-12-32*)

Professor Emine Sarigöllü, Associate Dean (Student Affairs), Desautels Faculty of Management, and Chair of ESAAC Workgroup, presented the revisions to the proposed University Student Assessment Policy that were made in light of the discussion at Senate on 19th January 2011 and of the review by Legal Services.

Discussion focused on item 3.2.3 added to section 3.2 entitled Notification of Form of Assessment, which read: "In the event of extraordinary circumstances beyond the University's control the evaluation scheme in a course is subject to change". It was agreed that the following be added: "..., provided that there be timely communication to the students regarding the change."

It was also suggested and agreed that the statement in the cover memo that the Policy is intended "to protect students from excessive workloads and to ensure that all students are treated equally" and "write examinations in conditions that permit them to put forth their best effort" should be inserted in the introductory section 1.1.

APC approved the document as revised, for submission to Senate for final approval. The proposed University Student Assessment Policy will be included in the 426th Report to Senate (D10-45) for consideration on 16th February 2011.

09.05 APC Subcommittee on Courses and Teaching Programs (SCTP)

SCTP Report # 6 (*11-APC-02-43*)

- New option: B.Sc.; Major in Biology; Quantitative Biology

Professor Frédéric Guichard and Professor Jacalyn Vogel, Department of Biology) presented the proposed Quantitative Biology option within the B.Sc. Major in Biology as a strong new offering that brings courses from various departments together.

In the discussion, it was noted that the research component is a 3-credit required independent studies research project and that a web of advisors from all participating departments would be available to students. The proposed program is a demanding one, possibly more demanding in some respects than an honours program. An enrolment of 20 students is envisioned for September 2011. Interested students have been admitted into an *ad hoc* program. The presentation of the two streams was questioned but no revision was deemed necessary.

APC approved the proposed new option B.Sc.; Major in Biology; Quantitative Biology. APC's approval will be reported in APC's 426th Report to Senate (D10-45), presented to Senate at its meeting on 16th February 2011.

09.06 International Education

a) Student Exchange Partnership - University of the West Indies (11-APC-02-41)

Dr Danielle Donnelly, Department of Plant Science, and Professor Philip Oxhorn, Director, Institute for the Study of International Development, presented the proposed Student Exchange Partnerships between McGill and the University of the West Indies. McGill has had a long relationship with the Caribbean and is satisfied with the quality of the partner institution and its students. As one example, the Barbados Interdisciplinary Tropical Studies program involves students from both institutions who work on projects of interest to Barbados, with McGill students living at McGill's Bellairs Research Station. One course is given at UWI, another at Bellairs.

APC approved the proposed Student Exchange Partnership with the University of the West Indies. APC's approval will be reported in APC's 426th Report to Senate (D10-45), presented to Senate at its meeting on 16th February 2011.

b) The McGill University / Hebrew University of Jerusalem International Summer Program in Human Rights (11-APC-02-42)

Véronique Bélanger, Assistant Dean, Strategic Planning, Admissions, Placement and Alumni Relations Faculty of Law presented the proposed International Summer Program in Human Rights between McGill's Centre for Human Rights and Legal Pluralism and the Hebrew University of Jerusalem Minerva Center for Human Rights. The Summer Program would start this summer in Jerusalem while the 2012 Summer Program would take place in Montreal. It would involve ten students from each institution. Funding, from philanthropy and from government, has not been finalized.

APC approved the proposed McGill University / Hebrew university of Jerusalem International Summer Program in Human Rights. APC's approval will be reported in APC's 426th Report to Senate (D10-45), presented to Senate at its meeting on 16th February 2011.

09.07 Strategic Enrolment Management (SEM) Plan

- Draft Strategic Enrolment Management (SEM) Plan, 31-01-2011 (11-APC-02-39)
- SEM Plan Imperatives and Goals, 31-01-2011 (11-APC-02-40)

Kathleen Massey, University Registrar and Executive Director, Enrolment Services, and Howard Tontini, Director, Marketing and Planning, Enrolment Services, presented the Draft Strategic Enrolment Management (SEM) Plan which was intended for general discussion and endorsement by APC. The SEM Plan seeks to advance strategic enrolment management and promote an integrated approach to planning towards optimizing recruitment and management of students. The SEM takes into consideration all aspects of the University's relationship with its students. It tries to make explicit what the University's overarching roles are with respect to student enrolment at McGill. The goal was to state principles that define McGill and that the University wishes to uphold. While the document contains general statements that express values and broad strategic goals at an institutional level and that are endorsed by the University as a whole, strategic imperatives are intended to be implemented at the local level and will not necessarily be the same in all faculties.

The Imperatives and Goals were reviewed in turn. In the discussion of particular issues, the following points were made:

- McGill has the highest proportion of doctoral students among Canadian peer universities, which can be viewed as a marker of research strength. Given the way the University is configured, however, McGill cannot aspire to having the largest proportion of graduate students. McGill should aspire to maintain its first place in terms of the proportion of doctoral students, by taking necessary measures such as being attentive to the market.

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- The fourth goal under Imperative I (Research intensity, student and academic excellence) was revised to read: “McGill will increase the number and percentage of undergraduates directly engaged in ~~professors’~~ research and scholarship.
 - Regarding the first goal under Imperative II (Service to Community and Society), it was noted that McGill has to be seen as contributing to the education of Quebec citizens. Given Quebec demographics (peak in the number of university-age Quebecers next year, followed by a sharp drop), maintaining Quebec students’ current percentage of McGill’s enrolment could only occur at the expense of quality. The goal therefore is to maintain McGill’s share of Quebec undergraduate students, which is around 8.5%. It was suggested that the number of Francophone candidates might be increased if the University made it better known that it allows its students to submit essays and exams in French.
 - Regarding the improvement of student retention rates (Goal 2 of Imperative III and Goal 3 of Imperative IV, for example), it was noted that McGill’s retention rates pertaining to undergraduate students may not be among the best in Canada in all programs. It was suggested that the goal should be to accept high-quality students, retaining them and graduating them on time, by keeping students engaged and improving their experience at McGill. It was noted that McGill attracts good students but should ask itself to what extent the University adds value to this high-quality input, i.e. are high-quality students getting a transformative experience while at McGill that makes them more qualified by the time they graduate? It was further commented that such experience should not be solitary: the role of community should be underscored.
 - Regarding Imperative V (Diversity and Accessibility), it was noted that the University has to be specific about certain groups for a number of reasons, but in particular because such groups are significantly underrepresented at McGill.
 - The proposed SEM is sufficiently flexible that actions can be modified according to circumstance.

The strategic imperatives and goals will be revised in light of APC’s comments. Formal endorsement will be sought at the next meeting of APC, so that the document can be recommended to Senate for further endorsement at the meeting of Senate on 23rd March 2011.

09.08 Other business

None.

The meeting adjourned at 4:30 p.m.

Helen M.C. Richard - HMCR/APPCdocs/minutes/2011-02-03