

Minutes of the meeting of the **Academic Policy Committee** held on Thursday, December 14<sup>th</sup>, 2023, from 1:15 p.m. to 2:00 p.m. virtually.

**Present:** C. Buddle (Vice-Chair), L. Bornstein, J-P Ferguson, A. Finkelstein (delegate), M. Fronda, A. Hundermer, B. Low, C. Lyons (delegate), M. Manikis, J. Nalbantoglu, G. Nycum, P. Pondicherry, D. Thomas, D. Titone, C. Weil, V. Wright, E. Zimmermann, K. Tiitson (secretary)

**Regrets:** C. Manfredi (Chair), K. Baybayon, I. Cossette, K. Joseph, F. Labeau, N. Pastrana Mankovitz, S. Philips, M. Vennat,

**Guests:** A. Campbell, J. Limin

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The meeting was chaired by Prof. Christopher Buddle, Associate Provost (Teaching and Academic Planning), Vice-Chair of APC.

**1. Agenda**

Members in attendance approved the agenda.

**2. Minutes**

Members in attendance approved the minutes for the meeting of November 23<sup>rd</sup>, 2023.

**3. New business**

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

• **Revisions to the Policy on the Ethical Conduct of Research Involving Human Participants**

- Prof. Debra Titone presented on the revisions made to the Policy, explaining that the modifications have been introduced to enhance the Policy's accuracy and ensure that it aligns with current practices and protocols. These changes include the removal of obsolete processes and the incorporation of a refined appeals process. An in-depth review of the Policy was required as it was last reviewed in December 2012. The purpose of the Policy is to describe the administrative structures and responsibilities for the ethical review of research involving human participants within the University, while ensuring that it aligns with the highest scholarly and ethical standards.

*APC approved the revisions made to the Policy on the Ethical Conduct of Research Involving Human Participants. This will be reported in APC's 523<sup>rd</sup> report to Senate, for its meeting of January 17<sup>th</sup>, 2024.*

**ii. Subcommittee on Courses and Teaching Programs**

- The SCTP report #3 for the meeting of November 9<sup>th</sup>, 2023, was presented for information only. APC had no comments.

**iii. Faculty of Medicine and Health Sciences**

- APC discussed a proposal from the Faculty of Medicine and Health Sciences to rename the Division of Experimental Medicine to the Division of Clinical and Translational Research.

*APC approved the proposed revision to rename the Division of Experimental Medicine to the Division of Clinical and Translational Research. This will be reported to Senate for information in APC's 523<sup>rd</sup> report to Senate, for its meeting of January 17<sup>th</sup>, 2024.*

**iv. Office of the Provost and Executive Vice-President (Academic)**

- **Revisions to the Regulation on Conflict of Interest (COI)**
- Prof Angela Campbell, alongside the Vice-Chair, conveyed the changes that have been made to the approval process for the COI Regulations. Deliberations during the November APC meeting dove into the modifications made to the COI Regulations and its accompanying document, *Recognizing Conflicts*, with the understanding that APC's role in the Policy would be as consultative.
- Following consultations with Secretariat, a pivotal shift occurred in the approval process. The decision was reached to present the COI Regulations for discussion at the December Senate meeting, with subsequent approval sought from APC at its December meeting, before a final submission to Senate for approval at its January meeting.
- Furthermore, Prof. Angela Campbell provided a brief overview on the December Senate meeting's discussion on the Policy. Suggestions were made on how to further streamline the lengthy approval process, but these suggestions did not yield any substantive draft changes. No alterations have been made to the COI Regulations since their last review by APC.

*APC approved the proposed revisions to the Regulation on Conflict of Interest. These will be reported to Senate for approval in APC's 523<sup>rd</sup> report to Senate, for its meeting of January 17<sup>th</sup>, 2024.*

*The meeting was adjourned at 1:40 p.m.*