

Notes of the meeting of the **Academic Policy Committee** held on Thursday, September 28<sup>th</sup>, 2023, from 3:00 to 4:00 p.m. in room 301 of the James Administration Building.

**Present:** C. Buddle (Vice-Chair), K. Baybayon, M. Fronda, A. Hundermer, K. Joseph, B. Low, J. Nalbantoglu, G. Nycum, D. Thomas, D. Titone, C. Weil, L. Winer, E. Zimmermann, K. Tiitson (secretary)

**Regrets:** C. Manfredi (Chair), L. Bornstein, I. Cossette, J-P. Ferguson, F. Labeau, C. Lyons, S. Phillips, M. Vennat

**Guest:** J. Degans

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APC had no quorum. Members in attendance discussed the presented items. The Committee was informed by email on October 4<sup>th</sup>, 2023, that APC would not conduct any electronic approvals and that all items would be resubmitted to APC at its meeting of October 26<sup>th</sup>, 2023.

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 reviewed the notes of the May 4<sup>th</sup>, 2023, discussion and had no comments.

**3. New business**

**i. APC Orientation**

- Prof. Buddle provided a brief presentation of APC's mandate and the roles and expectations of the Committee's members. The following points were highlighted:
  - The implementation of the Policy on Academic Freedom, and especially the nominations to the Subcommittee on Academic Freedom (SAF) were added to APC's mandate.
  - The role and mandate of the Subcommittee on Professional Programs is currently under review and is expected to be revised in 2023/2024.
  - A spreadsheet to track progress on unit and program review action plans will be provided to APC.
  - The importance of meeting quorum, and therefore the importance of attending all meetings was underlined to avoid slowing down approval processes and guarantee a robust discussion of items presented for information and approval.

**ii. Office of the Provost and Vice-Principal (Academic)**

• **Implementation of the Policy on Academic Freedom**

As part of the implementation process of the Policy on Academic Freedom, APC reviewed the forms created to support its mandate, and heard that it has been tasked with nominating five members for the Subcommittee on Academic Freedom (SAF) every year before June 1<sup>st</sup>. Members should be serving on APC and represent the academic staff (3), the senior

administration (1) and the students (1), will be appointed for a one-year mandate and will be provided with training.

Questioned on measures in place in case a conflict of interest arises within SAF (e.g., if the complainant is a colleague or collaborator of one of the SAF members), Prof. Buddle indicated that issues would be dealt with as they arise and stated that amendments to the Policy will be considered if necessary. Prof. Buddle also highlighted the fact that training would be provided to the members of SAF to help them navigate and fulfill their mandates.

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

- The SCTP report #12 on the May 11<sup>th</sup>, 2023, was presented for information only. APC had no comments.

**iv. Subcommittee on Teaching and Learning**

**Recommendations from STL on the use of generative AI**

- APC heard that, in January 2023, STL mandated a working group to examine the potential effects of generative AI on teaching and learning. After a wide consultation process, the Working Group made the two following recommendations:
  - That APC endorses five principles (education on AI tools, usage to support academic mission, autonomy of the instructor regarding the choice of tools used to teach, responsibility of the instructors to uphold the highest standard of academic integrity and responsibility of the students to maintain academic rigor) constituting a framework applicable to different units and contexts within which AI could be integrated to the University's academic mission.
  - That the Office of the Provost and Vice-Principal (Academic) provides a clear mandate and resources to operationalize these principles.

The need for training and pedagogical support and the importance of including student representative in these discussions were also highlighted.

APC discussed the possibility of creating separate guidelines that would be specific to research, the need for a broader framework that could be applied beyond the classroom (e.g., in Human Resources) and the need for a clear definition generative AI. Discussion on this topic will be continued at the October 26<sup>th</sup> meeting of APC.

**v. Graduate and Postdoctoral Studies**

- APC reviewed the revised composition of the Council of Graduate and Postdoctoral Studies (CGPS) and its membership for academic year 2023-2024.

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