Office of the Provost and Vice-Principal (Academic)
James Administration Building, Room 504
Tel: 514-398-4177 | Fax: 514-398-4768

TO:	Senate
FROM:	Professor Christopher Manfredi, Provost and Vice-Principal (Academic) / Chair of the Academic Policy Committee
SUBJECT:	Annual Report of the Academic Policy Committee (2022/2023)
DATE:	November 15, 2023
DOCUMENT #:	D23-18
ACTION REQUIRED:	☒ INFORMATION ☐ APPROVAL/DECISION

ISSUE	The annual report of the Academic Policy Committee (the "APC") on its activities during the 2022-2023 governance year and its plans and priorities for 2023-2024 is presented for information.
BACKGROUND & RATIONALE	As a standing committee of Senate, the APC is required to report annually to Senate on its activities of the past year and its plans and priorities for the upcoming year. The APC also presents regular reports at each Senate meeting. Full summaries of approval items can be found on the APC webpage: https://www.mcgill.ca/apc/approval-summaries
PRIOR CONSULTATION	APC
SUSTAINABILITY CONSIDERATIONS	N/A
IMPACT OF DECISION AND NEXT STEPS	A report is presrnted to Senate annually in the fall. APC regularly submits a report on its activities to Senate, in the normal course of the governance year.
MOTION OR RESOLUTION FOR APPROVAL	This item is presented for information.
APPENDICES	Appendix A: Academic Policy Committee Annual Report 2022/2023

**McGill University
Academic Policy Committee**

Annual Report 2022/2023

Academic Policy Committee - Terms of Reference

The Academic Policy Committee ("the Committee") is a Standing Committee of Senate charged with making recommendations to Senate on all matters regarding academic policy. In particular, it shall, for the University and in consultation with faculties, develop proposals for the establishment and continuous review of academic programs, policies and structures, and proposals relating to teaching, learning, and research. The Committee may create subcommittees or working groups to deal with issues as appropriate.

The Committee shall review academic course and program proposals in order to determine whether they meet academic standards and are aligned with the academic mission and priorities of the University, whether they are based on an adequate body of knowledge, whether proposed teaching or learning methods and methods of evaluation of student performance are satisfactory, and whether the necessary human and material resources are in place.

Membership in 2022/2023

Joint Acting Provost and Vice Principal (Academic), *Chair*	F. Labeau	*Ex-officio*
Associate Provost, Teaching and Academic Programs and Chair, Subcommittee Courses and Teaching Program (SCTP) Academic Programs, *Vice Chair*	C. Buddle	*Ex-officio*
Dean, Graduate and Postdoctoral Studies Chair, Council of Graduate and Postdoctoral Studies (CGPS)	J. Nalbantoglu	*Ex-officio*
Associate Vice-Principal (Research and International Relations)	D. Titone	*Ex-officio*
Dean of Continuing Studies	C. Weil	*Ex-officio*
Dean of Libraries or delegate	G. Beaudry delegate C. Lyons	*Ex-officio*
Director, Teaching and Learning Services (TLS)	L. Winer delegate A. Finkelstein	*Ex-officio*
Board of Governors representative	M. Vennat	2025
Faculty representatives:		
Faculty of Agricultural and Environmental Sciences	S. Phillips	2025

Faculty of Arts	M. Fronda	2024
Faculty of Dentistry	M. Murshed	2023
Faculty of Education	S. Ballinger	2023
Faculty of Engineering	L. Bornstein	2025
Faculty of Law	M. Manikis	2025
Desautels Faculty of Management	J-P. Ferguson	2025
Faculty of Medicine	H. Durham	2023
Schulich School of Music	I. Cossette	2024
Faculty of Science	A. Hundemer	2024
Students:		
Undergraduate Student	K. Yang	2022
Undergraduate Student	A. Khamis	2022
Undergraduate Student	J. Werber	2022
Graduate Student		
MacDonald Campus Student representative	C. Chan	2022
Continuing Education Student	M. Rodriguez Saenz	2022
Voice but no vote: University Registrar and Director of Enrolment Services	G. Nycum	*Ex-officio*
Secretary: Academic Program Officer	C. Guyatt	*Ex-officio*

A. Summary of 2022-2023 activities

Meeting dates: regular schedule: September 22nd, 2022; October 20th, 2022; November 17th, 2022; December 8th, 2022; January 19th, 2023; February 23rd, 2023; March 16th, 2023; April 13th, 2023; May 4th, 2023. The meeting planned for September 22nd, 2022, was cancelled. All meetings were held in-person apart from the November 17th, 2022, meeting which was replaced by an electronic approval.

Full annual summaries on APC's activities and SCTP/CGPS/APC/Senate/Board approvals (with all reference details) can be consulted here.

Course and teaching program approvals:

	2022-2023	*2021-2022*	*2020-2021*	*2019-2020*
New programs	6	10	19	10
Program retirements	41	25	46	25
Major program revisions	4	6	3	8
Minor program revisions	136	142	148	170
New courses	127	173	234	154
Revised courses	401	106	342	304
Course retirements	233	107	97	51

1. **International Education: student exchange programs (approved by APC)**
   During the 2022/2023 academic year, APC reviewed and approved one university-wide student exchange agreements, as follows:
   - with the Autonomous University in Madrid, Spain (23-APC-05-26)
   During the 2022/2023 academic year, APC reviewed and approved two faculty-specific student exchange agreements, as follows:
   - between the Faculty of Engineering and the CentraleSupélec (France) on November 18th, 2022 (22-APC-11-11)
   - between the Schulich School of Music and the Universitat Mozarteum Salburg (Austria) on November 18th, 2022 (22-APC-11-11)

2. **Policies and standards**
   APC reviewed and approved the following:
- Revisions to the Regulations on Academic Reviews on October 20th, 2022 (22-APC-10-09)
- Dissolution of APC Subcommittee on Continuing Education (SCE) on February 23rd, 2023 (23-APC-02-15)
- Online/Blended Courses and Programs: Definitions and Approvals on March 16th, 2023 (23-APC-03-19)
- Revision to the guidelines for the University-wide teaching awards on April 13th, 2023 (23-APC-04-22)

   The following items were submitted to APC for information:

- Revisions to the process for the creation of academic units on December 8th, 2022 (22-APC-12-12)
- Interdepartmental Studies Organizational code in Banner on April 13th, 2023 (23-APC-04-23)

3. **Academic Entities**

   New entities: 0
   During the 2022/2023 academic year, APC had no new entities to approve.

   Renaming: 0
   During the 2022/2023 academic year, APC had no new units or faculty renaming to approve.

   Restructuring: 1
- On May 4th, 2023, the Faculty of Medicine and Health Sciences requested to create new divisions and split existing divisions under the Department of Medicine to administratively regroup clinicians per specialty (23-APC-05-27).

4. **Academic Unit Reviews**

   The Office of Academic Reviews (OAR) did not have any review reports to present to APC in 2022/2023. OAR presented its revised Regulations on Academic Reviews and its revised processes to APC on October 20th, 2022. Going forward, OAR will report to APC on unit reviews in November and April of every academic year and provide the

committee with a tracker to facilitate follow-up on progress regarding the implementation of review reports.

5. **APC Subcommittee on Teaching and Learning (STL)**

- STL mandated that a working group be formed with the goal of creating draft recommendations for integrating the use of generative AI in the university. They will be submitted to APC for consideration in September and October 2023.
- STL discussed proposed guidelines for the concept of a university-wide collaborative teaching award, but after careful consideration, it was decided that it would be better suited at the departmental or Faculty level.

6. **APC Subcommittee on Courses and Teaching Programs (SCTP)**

SCTP completed its regular review of courses and teaching programs proposals.

7. **Research Advisory Council (RAC)**

RAC continued its work to revise and update the current Policy on Research Centres during the 2022/2023 academic year. The policy and its associated procedures have been revised, following consultations with RAC members, Faculty Deans, Legal Services, P7, and the Secretariat. The approval process will continue in the 2023/2024 academic year.

The consultation and revision process on the Policy on the Ethical Conduct of Research Involving Human Participants is ongoing and will continue in 2023/2024. RAC intends to seek governance approval from the APC in October 2023 (subsequently followed by Senate and Board approval in December 2023 and January 2024).

As per its mandate, RAC heard about McGill's involvement in several major grant competitions and government research initiatives throughout the year, notably the Canada Foundation for Innovation, Innovation Fund 2023, the Canada Excellence Research Chairs 2022, the Canada Biomedical Research Fund (CBRF) and Biosciences Research Infrastructure Fund (BRIF) and the Canada First Research Excellence Fund (CFREF) 2022 Competition.

RAC members were also informed of developments in particular areas affecting McGill researchers such as:
- McGill's Research Data Management (RDM) Strategy
- Annual Report - Research Funding Performance

8. **Council of Graduate and Postdoctoral Studies (CGPS)**

CGPS carried out its usual review of proposals for new graduate program proposals, major and minor graduate program revisions and graduate program retirements.
CGPS also reviewed and approved seven Cotutelle agreements between:
- Université Paris I Panthéon-Sorbonne and the Faculty of Law
- Sorbonne Université and the Schulich School of Music
- Université de Lille and the Department of French Language and Literature

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- University of Groningen and the Department of Jewish Studies
- Université Rouen Normandie and the Department of History and Classical Studies
- Sorbonne Université and the Department of French Language and Literature
- Université de Lille and the Schulich School of Music

CGPS also oversaw one joint Ph.D. program (with Kyoto University) and five Dual Master's programs.

CGPS reviewed and approved the first third-cycle diploma at McGill University in February 2023: Post-Graduate Artist Diploma: Performance.

9. **APC Subcommittee on Continuing Education (SCE)**

In January 2023, the APC Subcommittee on Continuing Education (SCE) was dissolved upon request of the Associate Provost (Teaching and Academic Programs), the Dean of Continuing Education, and with support from the Provost and Vice Principal (Academic). The dissolution of the SCE was recommended due to inactivity, outdated terms of reference and composition.

10. **APC Subcommittee on Professional Programs (SoPP)**

The Subcommittee on Professional Programs did not meet in the 2022/2023 academic year.

B. APC plans and priorities for 2023/2024

APC will continue its work reviewing and approving program creations and revisions as they arise, academic unit creations, student exchange agreements, revisions, and retirements as they arise, as well as Policies and Regulations and on academic matters as they arise.

1. **Academic Unit Reviews**

OAR will report on the following reviews in November 2023:
- Doctor of Dental Medicine program, Faculty of Dental Medicine and Oral Health Sciences
- Department of Biochemistry, Faculty of Medicine and Health Sciences
- Graduate Diploma in Legal Translation, School of Continuing Studies
- BMus Faculty Program, Schulich School of Music
- Marcel Desautels Institute of Integrated Management, Desautels Faculty of Management
- Master of Management in Analytics, Desautels Faculty of Management
- MSc programs, Faculty of Dental Medicine and Oral Health Sciences
- Institute of Islamic Studies, Faculty of Arts

2. **Graduate Studies**

CGPS will consider new graduate program proposals and graduate program revisions as they arise. CGPS also plans on prioritizing graduate student funding and on working to review and improve mentorship.

3. **Teaching and learning**

    STL will continue working on the following issues:
    -   Generative AI
    -   Implementation of the Policy on Assessment of Student Learning (PASL)
    -   New models of academic delivery
    -   Teaching evaluations at McGill
    -   Enhancing student engagement

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

    SCTP will review the Guidelines on Proposing Concentrations/Options.
    SCTP will continue its review of new/revised program and courses proposals.

5. **Research matters for APC consideration**

    The Research and Advisory Council aims to submit revisions to the following policies/guidelines to APC:
    -   The Policy on Research Entities
    -   The Policy on the Ethical Conduct of Research Involving Human Participants

6. **Professional Programs**

    The terms of reference and mandate of this committee will be reviewed during the 2023/2024 academic year.