

Minutes of the meeting of the **Committee on Enrolment and Student Affairs** held on Tuesday 21st September 2010, from 10:00am to 11:00am in Room 160, Arts Building

Present: M.J. Mendelson (*Chair*), J. Abaki, J. Everett, K. Hashimoto, S. Jordan, A. Ismail, D. Lametti, A. Ma, M. Nahon, K. Peterson, C. Price, S. Razack, P.J. Smith (*Secretary to the Committee*)

Regrets: E. Deluca, S. Ghoshal, R. Song, D. Wolfson

Guest: K. Bartlett (Item #6)

Documents circulated at the meeting: Senate Committee on Enrolment and Student Affairs Terms of Reference
Faculty of Medicine Reconsideration Policy (with French translation)

The Chair welcomed the new members (Profs Ismail and Razack and student members Joshua Abaki and Annie Ma)

01.01 Proposed agenda

Item #6 was moved to the beginning to accommodate Ms. Bartlett. The agenda was approved as amended.

01.02 Minutes of Meeting of 11 May 2010

The minutes were approved as circulated.

01.03 Business Arising

Dean Everett provided an update on the history and current activities of the Work Group on Academic Calendar of Dates, which held its initial meeting on September 10, 2010. The next meeting is scheduled for October 5, 2010, and the Committee will receive further updates as they become available.

The Chair provided a background for the new University Student Assessment Policy for the benefit of new members and updated the Committee on the consultation progress. A revised version of the document will be submitted to APC, which will, in turn, submit it to Senate during Fall 2010.

The Chair provided a background on the issue of unspent scholarship funds for the benefit of new members and informed the Committee that a University-wide review is currently being conducted to ensure the maximum possible use of endowment funds designated for scholarships and student aid.

The Chair informed the Committee that a progress report on Pan-University leave of absence policy by the Chair of the Subcommittee on Student Affairs Policies will be presented at the next meeting.

01.04 Faculty of Medicine Changes in Admissions [10-CESA-09-01a-b]

Dr S. Razack, Assistant Dean of Admissions in the Faculty of Medicine, presented the abolition of the MCAT as an admissions requirement for Canadian applicants, because it was thought not to be relevant, given the Faculty's knowledge of the programs at other medical schools in Canada.

Dr. Razack also presented a revised version of the Faculty's admissions reconsideration policy, in which the language had been clarified in order to focus more on the process itself rather than perceptions of errors.

ACTION 1:

- a) The Committee approved the abolition of the MCAT as a criterion for admissions.*
- b) The Committee received the revised reconsideration policy from the Faculty of Medicine.*

01.05 Subcommittee on Admissions Review [10-CESA-09-02]

The Chair presented the proposal to amend the reporting structure of the Subcommittee on Admissions Review in order to conform to CESA's mandate. Discussion ensued, and it was decided that further clarification of the role of this

subcommittee was desirable. The Dean of Students was asked to provide more detailed documentation for the next meeting.

ACTION 2: *The Committee deferred this item to its next meeting.*

01.06 Change to Admissions criteria for Physical and Occupational Therapy [10-CESA-09-03]

K. Bartlett, Director of Admissions and Recruitment of Enrolment Services, presented the proposal from the School of Physical and Occupational Therapy to remove its admissions requirement of 50-hour voluntary service in a clinic. The requirement put pressure on clinics to make spaces for applicants and reduced their capacity to provide sufficient clinical placements. Moreover, the type of volunteer work was not always relevant and the references provided in support of applicants were often not useful in making admissions decisions.

ACTION 3: *The Committee approved the proposal.*

01.07 Other Business

There was no other business.

The meeting adjourned at 11:00 a.m.

Philip J. Smith, Secretary to the Committee