Academic Standards Committee
March 11, 2025 at 3pm – 5pm
University Boardroom A341

IN ATTENDANCE:

Lee Easton	GFC Academic Staff Member, CHAIR
Karim Dharamsi	Vice-Provost, Academic, VICE-CHAIR
Phil Warsaba	Vice-President, Students
Mary-Lee Mulholland	GFC Academic Staff Member (Arts)
Brooks DeCillia	GFC Academic Staff Member (Business & Communication Studies)
Jon Mee	GFC Academic Staff Member (Science & Technology)
Kalen Keavey	Academic Staff Member (University Library)
Christina Lovestone	Continuing Education Representative
Fiona Chetty	Student Representative
Jelena Stojsic	Student Representative

Resources

Geri Lynn Gouglas	University Registrar & Associate Vice-President, Enrolment Management
Cheryl Melatdoost	Academic Quality Assurance Coordinator
Sheena Dyer	Assistant University Secretary, GFC, RECORDING SECRETARY

Guests

Adam Cave	Vice-Dean, Faculty of Aviation, Business & Communication Studies
Christian Cook	Professor, Human Resources
Sarah Hewitt	Dean, Faculty of Science & Technology
Brady Killough	Associate Professor & Chair, Mathematics & Computing
Rachael Pettigrew	Interim Chair, General Management & Human Resources
Jonathan Withey	Dean, Faculty of Science & Technology

NOT IN ATTENDANCE:

Pearl Herscovitch	MRFA Academic Policy and Governance Officer
Kelly Williams-Whitt	Dean Representative
Joyce Totton	GFC Academic Staff Member (Health, Community & Education)

The Chair called the meeting to order at 3:02PM and began the meeting with a Land Acknowledgement.

1. **Approval of Agenda**
   Moved and seconded:
   THAT the Agenda for the March 11, 2025 Academic Standards Committee meeting be approved.
   Motion carried

2. **Approval of Meeting Minutes**
   2.1. Minutes from January 28, 2025
   Moved and seconded:
   THAT the Minutes of the January 28, 2025 Academic Standards Committee meeting be approved.
   Motion carried

2.2. Business Arising from the Minutes
The Program Review Approval Letters were made available to ASC members on the ASC Shared Drive for reference. These letters are sent by the ASC Chair to the Program Review guests following ASC approval or conditional approval. Conditional approvals detail the required revisions in the letter.

3. **Program Review: Bachelor of Computer Information Systems (BCIS)**
Comments were shared about the comprehensiveness of the BCIS Program Review. Questions were considered whether the Advancement Plan could address the current exemption from the Program Definitions Policy in the future.

Guests Sarah Hewitt, Brady Killough, and Jonathan Withey joined the meeting.

The Program Review guests gave a summary of their experience with the program review process and learnings about the program. In response to questions, the guests shared additional information and context about ways they are addressing External Reviewers recommendations regarding Contract faculty, and incorporating Indigenous content into the program.

Sarah Hewitt, Brady Killough, and Jonathan Withey left the meeting.

Moved and seconded:
THAT the Academic Standards Committee approves the Bachelor of Computer Information Systems program review.
Motion carried

4. **Bachelor of Business Administration - Human Resources (HRES)**
A preliminary discussion of the review included observations of the program's plans for addressing recommendations from the External Reviewers and the Advancement Plan. A question was identified to ask the Program Review guests if there are accreditation requirements for full-time Faculty.

Guests Adam Cave, Christian Cook, and Rachael Pettigrew joined the meeting.

The guests gave a summary of their experience with the program review process and learnings about the program. It was clarified that FT faculty do not need to have CPHR designation to meet an accreditation requirement for teaching in the program.

Adam Cave, Christian Cook, and Rachael Pettigrew left the meeting.

Moved and seconded:
THAT the Academic Standards Committee approves the Bachelor of Business Administration - Human Resources program review.
Motion carried

Regarding the Program Review Approval Letter template, it was suggested to include a section for any general comments ASC shared about the review.

5. **Reports**

   5.1.   Update on Academic Program Reviews
   A written update was provided on current, upcoming and in progress program reviews.

   5.2.   Report from the Senior Administrator to the Committee
   5.2.1. Experiential Learning Steering Committee – Draft Presentation
   K. Dharamsi highlighted and responded to preliminary questions of the *"Phase 1: Experiential Learning Framework – DRAFT Recommendations for Discussion"* that was provided for information in advance of the full presentation and discussion at the April 29, 2025 ASC meeting.

   5.3.   Committee Chair Report
   A copy of the most recent Committee Chair's Report to GFC was provided for information.

6. **For Information:**
   The following items were provided for information:
   6.1.   ASC 2025-26 Meeting Schedule

7. **New Business**
   There was no new business.

8. **Adjournment   4:30PM**