



General Faculties Council  
**ACADEMIC PROGRAM SUBCOMMITTEE**  
APPROVED MINUTES

October 2, 2023, 2:00 - 3:00 pm

AD 167 (Governors Boardroom)

***Voting Members***

Leslie Reid (Co-Chair)  
Amy Burns (Academic Co-Chair)  
Getachew Assefa – arrived during item 2  
Cari Gulbrandsen\*  
Samantha Thrift  
Leanne Wu  
Amy Dambrowitz\* – arrived during item 2  
Sandra Amin\*

***University Secretary***

Courtney McVie

***Meeting Secretary***

Michelle Speta

***Scribe***

Holly Lywin

***Non-Voting Members***

Christine Johns  
Leighton Wilks

***Regrets***

Qiao Sun

*\*Present virtually*

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The Co-Chair called the meeting to order at 2:03 p.m. and confirmed quorum.

**1. Territorial Acknowledgement & Approval of the Agenda**

The Co-Chair provided the territorial acknowledgement.

**Moved/Seconded**

That the Agenda for the October 2, 2023 Academic Program Subcommittee meeting be approved.

**Carried**

**2. Remarks of the Co-Chairs**

The Co-Chairs welcomed new members and thanked everyone for willing to be part of this important process.

**3. Committee Specific Orientation**

The University Secretary provided a presentation orienting the members to the Committee, including a description of the General Faculties Council standing committees' structure and the role and responsibilities of the Academic Program Subcommittee (APS).

The Co-Chairs reviewed the Courage and Renewal Touchstones document and led a roundtable of introductions that included each member articulating which sections resonated with them. The life cycle of undergraduate program proposals through the University governance process was also reviewed.

#### **4. Status of Program Approvals**

Documentation was circulated with the Agenda for information only. It was noted that questions can be directed to the Program Innovation Hub.

#### **5. Review Meeting Schedule**

The Secretariat confirmed there will be no APS meeting held in December.

#### **6. Adjournment**

**Moved/Seconded**

That the Academic Program Subcommittee adjourn the October 2, 2023 meeting.

**Carried**

The meeting was adjourned at 3:00 p.m.

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Courtney McVie  
Secretary