

Monday, June 2, 2025, 2:00 p.m.  
Meeting #81

A167/Zoom

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**Voting Members**

Wendy Benoit, Co-Chair  
Getachew Assefa, Academic Co-Chair  
Amy Dambrowitz  
Gabriela Dziegielewska  
Cari Gulbrandsen\*  
Donna Slater  
Leanne Wu

**University Secretary**

Courtney McVie

**Meeting Secretary**

Michelle Speta

**Scribe**

Vanessa Kozielec

**Non-Voting Members**

Christine Johns  
Denis Onen

**Regrets**

Samantha Thrift  
Qiao Sun

**Guests**

Sandra Davidson, Provost and Vice-President (Academic) – Item 3

*\*Attended virtually*

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*Secretary's Note: In accordance with the General Faculties Council (GFC) Bylaws Section 8.2, the motion box and "Carried" denotation serves as the entry in the minutes that the Chair of the meeting declared the motion carried.*

The Co-Chair called the meeting to order at 2:02 p.m. and confirmed quorum.

**1. Meeting Opening**

**1.1. Approval of the Agenda**

**Moved/Seconded**

That the Agenda for the June 2, 2025 Academic Program Subcommittee be approved.

**Carried**

**1.2. Traditional Land Acknowledgement**

The Co-Chair provided a Traditional Land Acknowledgement.

### 1.3. Remarks of the Co-Chair

- On the occasion of the final Academic Program Subcommittee (APS) meeting, the Co-Chairs extended their thanks to the Committee for their time and contributions, particularly for the thoughtful questions and meaningful dialogue fostered throughout the past year.
- The Academic Co-Chair thanked the Co-Chair for her leadership.
- Spring Convocation will take place from June 3–10 and will include 11 ceremonies. A call for additional volunteers was shared by the Registrar.

## 2. Approval of the May 5, 2025 Meeting Minutes

Documentation was circulated with the Agenda.

### **Moved/Seconded**

That the minutes of the Academic Program Subcommittee meeting held on May 5, 2025 be approved.

**Carried**

## 3. Merger of the Academic Program Subcommittee and the Calendar and Curriculum Subcommittee

Documentation was circulated with the Agenda. Courtney McVie, University Secretary, and Sandra Davidson, Provost and Vice-President (Academic), presented this item for information.

Highlights:

- The presenters provided an update on the merger of two of the three subcommittees of the Academic Planning and Priorities Committee (APPC): the Academic Program Subcommittee (APS) and the Calendar and Curriculum Subcommittee (CCS). These will be combined into the Undergraduate Academic Program Subcommittee (UAPS), effective Fall 2025, as approved by the General Faculties Council Executive Committee at its May 21, 2025 meeting.
- The merger aims to streamline processes by creating a clearer and more efficient governance pathway. UAPS will mirror the function of the Graduate Academic Program Subcommittee (GAPS), overseeing undergraduate academic programs, curriculum, and Calendar changes. This integrated approach is intended to foster holistic decision-making where Calendar components are considered by the same body as the program proposal. The merger also addresses the low volume of business for the APS over the past four years.
- Alongside this proposal, the CCS Calendar Working Group is being reviewed this summer to ensure a range of perspectives are at the table to provide robust, proactive feedback on Calendar content before it is brought to UAPS. The Decision Support Team (DST) for academic programs is a possible model for this review.
- The presenters emphasized the importance of maintaining the diverse perspectives that APS and CCS members have historically contributed to their respective committees. It was noted that these perspectives should be considered when Faculties are selecting their representative to sit on UAPS. The current Terms of Reference are a starting point and can be refined over time as best practices are identified. Membership and structural changes may be made in future years as needed.

- In response to questions, it was explained that work will be undertaken to help streamline meeting packages as the merged committee takes on the both the program and calendar duties. The membership composition of the Working Group will ensure that staff are being engaged in meaningful ways, capturing expertise while using time effectively.

#### **4. Program Approvals Status Report**

Documentation was circulated with the Agenda for information only. Questions can be directed to the Program Innovation Hub.

#### **5. Other Business**

There was no other business.

#### **6. Adjournment**

**Moved/Seconded**

That the Academic Program Subcommittee adjourn the June 2, 2025 meeting.

**Carried**

The meeting was adjourned at 2:27 p.m.

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Michelle Speta  
Associate Secretary