



SENATE STANDING COMMITTEE ON POLICY REVIEW

MINUTES OF REGULAR MEETING

Wednesday, September 5, 2018

2:00 p.m. – 4:00 p.m.

Surrey Campus Boardroom, Cedar 2110

Present: Quorum 5 members		Non-voting Ex Officio Members
Stefanie Broad (Chair) Carlos Calao Bob Davis Ann Marie Davison	Murdoch de Mooy Harleen Deol Laurie Detwiler Jennifer Reddington	David Burns Josephine Chan Jane Fee Jennifer Jordan Zena Mitchell
		Voting Ex Officio Member
Regrets:	Senate Office	Guests:
Alan Davis Sal Ferreras	Rita Zamluk, Administrative Assistant	Steve Cardwell

1. Call to Order

The Chair called the meeting to order at 2:01 p.m. The Chair introduced new members, and welcomed renewed members.

2. Approval of Agenda

Murdoch de Mooy moved the agenda be confirmed as circulated.

The motion carried.

3. Approval of Minutes, June 11, 2018

Harleen Deol moved the minutes be accepted as circulated.

The motion carried.

4. Chair's Report

The Chair provided a verbal report. She highlighted that AC10 and AR17 are scheduled for review, and the review of the committee mandate will occur in October.

5. Academic Schedules: 2019/20 and 2020/21

Zena Mitchell provided an overview and context for the Academic Schedules 2019/20 and 2020/21. She highlighted the guidelines used to prepare the Academic Schedules.

The committee discussed the day for student orientation in 2019/20, stating the term start date, including the proposed statutory day for Truth and Reconciliation, and aligning the employee schedule and the academic schedule for orientation day.

Murdoch de Mooy moved that the Senate Standing Committee on Policy Review confirms that the 2019/2020 and 2020/2021 Academic Year Schedules are compliant with AR17: *Academic Schedule Policy* and recommends that Senate approves the schedules.

The motion carried.

6. Items for discussion

6.1. Policies coming forward for 2018 / 2019

Josephine Chan reported the following policies are under review, and may come before the committee in the coming year:

AC10: Establishment, Revision, Suspension and/or Discontinuance of Programs

AC11: General Education in Degree Programs

AC13: Qualifications for Faculty Members

ST1: Attendance and Performance in Individualized Continuous Intake Programs

ST11: Attendance and Performance in Semester and Other Term Based Courses

ST 13: Compassionate Withdrawal

The committee discussed the role of Polytechnic University Executive (PUE) in reviewing policies. Josephine Chan also clarified that the Copyright Compliance Policy (IM1) is an administrative policy, not an academic policy.

6.2. Committee Schedule

The committee discussed how the Senate schedule of meetings is produced, conferring with committee members when meeting times are changed, the standardization of times for both Senate and Senate Standing Committees, and dovetailing the committee meetings into the Senate meeting.

7. Adjournment

The meeting adjourned at 2:31 p.m.