MINUTES

ACADEMIC REVIEW COMMITTEE

Thursday, May 17, 2012
1:00-3:00 p.m.
Plaza 601C

Present: Greg Finn (Chair), Alan Castle, Pat Debly, Coral Mitchell, Barbara Sainty, Maureen Connolly, Dean Mike Plyley, Dean Ejaz Ahmed, Pat Beard, Trish Greydanus
Regrets: Murray Knuttila, Francine McCarthy, Russell Johnston, Laurie Morrison
Absent: Amanda Karr, Aaron Harpwood

1. **Welcome**
   Greg Finn welcomed members and called the meeting to order.

2. **Approval of Minutes**
   The minutes of April 26, 2012 were distributed prior to the meeting.

   MOVED (Castle/Debly)
   That the minutes for April 26, 2012 be approved.

   Carried

   The minutes of May 3, 2012 were distributed prior to the meeting.

   MOVED (Sainty/Mitchell)
   That the minutes for May 3, 2012 be approved, as amended.

   Carried

3. **Business Arising from the Minutes**
   The Proposal Brief for the MA in History, along with the Final Assessment Reports for Labour Studies, Child and Youth Studies, Philosophy and Mathematics were approved by Senate at the meeting on May 9, 2012.

4. **Biotechnology Academic Review – Preparation of the FAR**
   The Committee discussed the Reviewers' Report and internal responses to it, in order to prepare an initial draft of the Final Assessment Report.

5. **Self Study Manual and Tables***
   This item was not discussed and will be postponed to a future agenda.

   ARC Annual Report to Senate
   The Committee reviewed a draft of the ARC Annual Report to Senate. Suggestions were made for revisions, which will be completed before the report is forwarded.

6. **Other Business**
   Members discussed the work of the Committee over the last year, possible issues for discussion at the retreat and future revisions to the IQAP which will reflect the Committee's experience with the review process.

7. **Adjournment**
   The meeting adjourned at 2:30 p.m.

/tg