

**McMaster University
UNDERGRADUATE COUNCIL**

**Tuesday, December 10, 2019 at 2:30 p.m.
in the Council Room (GH 111)**

PRESENT: Dr. K. Dej (Chair), Dr. L. Carter, Dr. R. Chen, Dr. C. Churchill, Dr. S. Corner, Dr. R. da Silva, Dr. J. Donaldson, Dr. M. Farquharson, Dr. S. Hranilovic, Dr. S. McCracken, Ms M. Pool, Dr. T. Prowse, Dr. J. Wilson, Mr. T. Paul (Governance Coordinator)

INVITED: Mr. B. Coburn, Ms L. Giordano, Ms J. Osterman, Ms N. Salano, Ms J. Smith, Ms T. Sullivan, Mr. G. Van Gastel, Ms M. White

REGRETS: Dr. T. Carter, Ms C. Chen, Ms J. Gut, Dr. E. Mohammad, Dr. A. Neville, Ms V. Lewis, Ms T. Palmer, Ms R. Ramentheran, Mr. S. Van Koughnett, Ms L. Wice, Ms C. Zhang

1 MINUTES OF THE PREVIOUS MEETING – OCTOBER 29, 2019

The minutes of the October 29, 2019 meeting were approved as circulated.

2 BUSINESS ARISING

There was no business arising.

3 CHAIR’S REMARKS

Dr. Dej welcomed members to the December meeting of Undergraduate Council.

4 REPORT FROM THE AWARDS COMMITTEE

Mr. Churchill provided members with an overview of the report from the Awards Committee.

a. Terms of Award

i. New Awards, New Bursaries, and Award Name Change

It was explained that the nine new awards and nine new bursaries are presented to Council for approval.

It was duly moved and seconded,

that the Undergraduate Council approve nine new awards and nine new bursaries, as set out in the attached.

The motion was *Carried*.

Mr. Churchill presented, for information, one Award Name Change.

5 REPORT FROM THE CERTIFICATES & DIPLOMAS COMMITTEE

Dr. Prowse provided members with an overview of the report from the Certificates and Diplomas Committee.

a. Revisions to Certificate and Diploma Programs

i. Certificate in Business Technology Management

It was explained that on November 12, 2019, the Undergraduate Council Certificates and Diplomas Committee approved, for recommendation to Undergraduate Council, minor revisions to the Certificate in Business Technology Management. Members heard that the revision will remove a redundant note within the *Undergraduate Calendar*.

It was duly moved and seconded,

that the Undergraduate Council approve a revision to the Certificate in Business Technology Management, as set out in the attached.

The motion was *Carried*.

ii. Concurrent Certificate in Biomedical Sciences

It was explained that on November 12, 2019, the Undergraduate Council Certificates and Diplomas Committee approved, for recommendation to Undergraduate Council, proposed revisions to the Concurrent Certificate in Biomedical Sciences. Members heard that the revisions will eliminate the requirement for students to declare their interest in pursuing the Certificate. The change will eliminate administrative barriers for students and the Bachelor of Health Sciences (BHSc) Office staff.

It was duly moved and seconded,

that the Undergraduate Council approve revisions to the Concurrent Certificate in Biomedical Sciences, as set out in the attached.

The motion was *Carried*.

Dr. Prowse reported, for information, the establishment of three Certificate of Completion programs: Enhanced Geriatrics Competencies & Education, Entrepreneurship, and Engaging Teachers in STEM Education.

6 REPORT FROM THE CURRICULUM AND ADMISSIONS COMMITTEE

Dr. McCracken provided members with an overview of the report from the Curriculum and Admissions Committee.

a. Curriculum Revisions for the 2020-2021 Undergraduate Calendar

i. Arts & Science Program

Dr. Wilson provided an overview of the proposed curriculum revisions on behalf of the Arts & Science Program.

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to the University Planning Committee, the closure of the *Combined Honours Arts & Science and Human Geography* program, as recommended by the Arts & Science Program, and set out in the attached.

The motion was *Carried*.

ii. Faculty of Business

Dr. McCracken provided an overview of the proposed curriculum revisions on behalf of the Faculty of Business.

iii. Faculty of Engineering

Dr. Hranilovic provided an overview of the proposed curriculum revisions on behalf of the Faculty of Engineering.

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to Senate, major revisions to the *Honours Bachelor of Applied Science in Computer Science* program, for inclusion in the *2020-2021 Undergraduate Calendar*, as recommended by the Faculty of Engineering, and set out in the attached.

The motion was *Carried*.

iv. Faculty of Health Sciences

The Chair discussed the proposed curriculum revisions on behalf of the Faculty of Health Sciences.

v. Faculty of Humanities

Dr. Corner provided an overview of the proposed curriculum revisions on behalf of the Faculty of Humanities.

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to Senate, the establishment of the *Combined Honours Bachelor of Arts in Integrated Arts and Another Subject, Honours Bachelor of Arts in Integrated Arts, Honours Bachelor of Arts in Integrated Arts (Creative Critical Culture Specialization), Honours Bachelor of Arts in Integrated Arts (Performance Specialization), and Honours Bachelor of Arts in Integrated Arts (Studio Specialization)* programs for inclusion in a future *Undergraduate Calendar*, as recommended by the Faculty of Humanities, and set out in the attached.

The motion was *Carried*.

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to Senate, the establishment of the *Honours Bachelor of Fine Arts in Integrated Arts, Honours Bachelor of Fine Arts in Integrated Arts (Creative Critical Culture Specialization), Honours Bachelor of Fine Arts in Integrated Arts (Performance Specialization), and Honours Bachelor of Fine Arts in Integrated Arts (Studio Specialization)* programs for inclusion in a future *Undergraduate Calendar*, as recommended by the Faculty of Humanities, and set out in the attached.

The motion was *Carried*.

vi. Faculty of Science

Dr. Farquharson provided an overview of the proposed curriculum revisions on behalf of the Faculty of Science, noting that the School of Geography and Earth Sciences has requested to make a minor revision to the circulated report. It was explained that the revision will reduce the pre-requisites for ENVSOCTY 2GI3 to encourage

enrolment in the course.

Members had no questions or comments.

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to Senate, the establishment of the *Honours Bachelor of Applied Science in Sustainable Chemistry* and *Honours Bachelor of Applied Science in Sustainable Chemistry Co-op* programs for inclusion in the *2020-2021 Undergraduate Calendar*, as recommended by the Faculty of Science, and set out in the attached.

The motion was *Carried*.

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to the University Planning Committee, the closure of the *Honours Bachelor of Science in Geography and Environmental Sciences* and *Honours Bachelor of Science in Geography and Environmental Sciences Co-op* programs, as recommended by the Faculty of Science, and set out in the attached.

The motion was *Carried*.

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to Senate, the establishment of the *Honours Bachelor of Science in Biodiversity and Environmental Sciences* program and corresponding name change, as a modification of the *Honours Bachelor of Science in Biology and Environmental Sciences* program, for inclusion in the *2020-2021 Undergraduate Calendar*, as recommended by the Faculty of Science, and set out in the attached.

The motion was *Carried*.

It was duly moved and seconded,

that the Undergraduate Council approve the establishment of the *Minor in Environment & Society* program for inclusion in the *2020-2021 Undergraduate Calendar*, as recommended by the

Faculty of Science, and set out in the attached.

The motion was *Carried*.

It was duly moved and seconded,

that the Undergraduate Council approve the closure of the *Minor in Environmental Studies* program, as recommended by the Faculty of Science, and set out in the attached.

The motion was *Carried*.

It was duly moved and seconded,

that the Undergraduate Council approve the closure of the *Minor in Geography* program, as recommended by the Faculty of Science, and set out in the attached.

The motion was *Carried*.

It was duly moved and seconded,

that the Undergraduate Council approve the closure of the *Minor in Geography and Earth Sciences* program, as recommended by the Faculty of Science, and set out in the attached.

The motion was *Carried*.

vii. Faculty of Social Sciences

Dr. Prowse provided an overview of the proposed curriculum revisions on behalf of the Faculty of Social Sciences.

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to Senate, the establishment of *Combined Honours Bachelor of Arts in Environment & Society and Another Subject*, *Honours Bachelor of Arts in Environment & Society*, and *Bachelor of Arts in Environment & Society* programs and corresponding name changes, as modifications of the *Combined Honours Bachelor of Arts in Geography and Another Subject*, *Honours Bachelor of Arts in Geography*, and *Bachelor of Arts in Geography* programs for inclusion in the *2020-2021 Undergraduate Calendar*, as recommended by the Faculty of Social Sciences, and set out in

the attached.

The motion was *Carried*.

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to the University Planning Committee, the closure of the *Honours Bachelor of Arts in Geography and Environmental Studies* program, as recommended by the Faculty of Social Sciences, and set out in the attached.

The motion was *Carried*.

It was duly moved and seconded,

that the Undergraduate Council approve the establishment of the *Minor in Diversity and Equity* program for inclusion in the *2020-2021 Undergraduate Calendar*, as recommended by the Faculty of Social Sciences, and set out in the attached.

The motion was *Carried*.

It was duly moved and seconded,

that the Undergraduate Council approve the establishment of the *Minor in Gender, Sexualities and Families* program for inclusion in the *2020-2021 Undergraduate Calendar*, as recommended by the Faculty of Social Sciences, and set out in the attached

The motion was *Carried*.

It was duly moved and seconded,

that the Undergraduate Council approve the establishment of the *Minor in Immigration, Race Relations and Indigenous-Settler Relations* program for inclusion in the *2020-2021 Undergraduate Calendar*, as recommended by the Faculty of Social Sciences, and set out in the attached.

The motion was *Carried*.

It was duly moved and seconded,

that the Undergraduate Council approve the establishment of the *Minor in Asian Studies* program for inclusion in the 2020-2021 Undergraduate Calendar, as recommended by the Faculty of Social Sciences, and set out in the attached.

The motion was *Carried*.

It was duly moved and seconded,

that the Undergraduate Council approve the closure of the *Minor in Japanese Studies* program as recommended by the Faculty of Social Sciences, and set out in the attached.

The motion was *Carried*.

viii. Officer of the Registrar

Mr. Coburn provided an overview of the proposed revisions to the General Academic Regulations and Admissions Requirements within the Undergraduate Calendar. In response to questions and comments, members heard that the University's Statement on the Collection of Personal Information and the Protection of Privacy was updated to be consistent with the new language and terminology.

Members had no further questions or comments.

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to Senate, revisions to Admission Requirements and General Academic Regulations, for inclusion in the 2020-2021 Undergraduate Calendar, as recommended by the Office of the Registrar, and set out in the attached.

The motion was *Carried*.

It was duly moved and seconded,

that the Undergraduate Council approve curriculum revisions for inclusion in the 2020-2021 Undergraduate Calendar, as outlined in Attachments I to VIII, and amended at the meeting.

The motion was *Carried*.

7 **REPORT FROM THE AD-HOC COMMITTEE ON DEFERRED EXAMINATIONS**

Dr. da Silva discussed the circulated report on behalf of the Ad-Hoc Committee on Deferred Examinations.

Members heard that the Ad-Hoc Committee began meeting in March 2019 on the recommendation of the Undergraduate Council Ad-Hoc Committee on Academic Structures for Student Success. The Ad-Hoc Committee on Deferred Examinations worked closely with the Office of Institutional Research and Analysis and the Office of Scheduling and Examinations to obtain quantitative data to build the group's final recommendations. The report covers data that is inclusive of Faculty-specific and student-specific analysis and is based data from the Fall/Winter Terms of 2015/2016; 2016/2017; 2017/2018 and 2018/2019 academic sessions.

Amongst the instructor and institution specific recommendations contained in the Report, it is recommended that the group re-convene in Fall 2020 to evaluate the impact of the recently implemented Late Withdrawal Policy. At this time, the Ad-Hoc Committee will also have an opportunity to assess the 4-day "study" window following the last day of classes, prior to the start of the Winter 2020 examination period.

It was duly moved and seconded,

that the Undergraduate Council, on the recommendation of the Ad-Hoc Committee on Deferred Examinations, receive for information the Final Report from the Ad-Hoc Committee on Deferred Examinations and that the Ad-Hoc Committee reconvene in the 2020-2021 academic year for additional review and analysis.

The motion was *Carried*.

8 **REVISED 2020-2021 SESSIONAL DATES**

Mr. Coburn provided an overview of the revised 2020-2021 sessional dates. It was explained that the proposed revision was made to include the new Intersession dates.

It was duly moved and seconded,

that the Undergraduate Council approve the revised 2020-2021 Sessional Dates, as circulated.

The motion was *Carried*.

9 OTHER BUSINESS

There being no other business, the meeting was adjourned at 3:40 p.m.