

**McMaster University
UNDERGRADUATE COUNCIL**

**Friday, March 27, 2020 at 9:00 a.m.
via Videoconference (Zoom)**

PRESENT: Dr. K. Dej (Chair), Dr. L. Carter, Dr. T. Carter, Dr. R. Chen, Dr. C. Churchill, Dr. S. Corner, Dr. R. da Silva, Dr. J. Donaldson, Dr. M. Farquharson, Ms J. Gut, Dr. S. Hranilovic, Dr. S. McCracken, Dr. E. Mohammad, Ms M. Pool, Dr. T. Prowse, Mr. S. Van Koughnett, Ms L. Wice, Dr. J. Wilson, Mr. T. Paul (Governance Coordinator), Ms M. Zheng (Associate University Secretary), Ms A. Thyret-Kidd (University Secretary)

INVITED: Mr. B. Coburn, Ms L. Giordano, Dr A. Gullage, Ms J. Osterman, Ms G. Rombough, Ms J. Smith, Ms T. Sullivan, Ms M. White

REGRETS: Ms C. Chen, Ms V. Lewis, Dr. A. Neville, Ms T. Palmer, Ms R. Ramenthalan, Ms C. Zhang

1. WINTER TERM 2020 GRADE PROCEDURE FOR UNDERGRADUATE STUDENTS

Dr. Dej provided an overview of the proposed *Winter Term 2020 Grade Procedure for Undergraduate Students*. Members heard that the Procedure will provide undergraduate students the option to request non-numeric grades for each course, PASS (P), No Credit (NC), or Late Withdrawal (LWD). It was explained that once a student's request for a non-numeric grade is approved, the decision may not be appealed or petitioned. The deadline to request non-numeric grades is Friday, May 15, 2020.

A discussion ensued regarding how the new Procedure would impact students. Several members stressed the importance of ensuring that students are aware of the potential implications of requesting non-numeric grades. In particular, it was observed that non-numeric grades may have an impact on graduate program admissions processes. In response to a question, it was explained that the new Procedure will be communicated to students via a number of channels, including Avenue to Learn and e-mail. Undergraduate students will be encouraged to contact their Faculty/Program office for advising prior to requesting non-numeric grades.

Members asked questions and discussed potential amendments to the document. A suggestion was made to revise the Procedure to include language indicating that students cannot request non-numeric grades for courses in which they are under investigation or have been found guilty of academic dishonesty. The document will also be revised to clarify that 2019-2020 multi-term courses are considered under the Procedure.

Dr. Dej noted that the revised Procedure document will be reviewed by the Senate Executive Committee for final approval. Following approval, a communication will be circulated to the broader University community.

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to the Senate Executive Committee, the Winter Term 2020 Grade Procedure for Undergraduate Students, as set out in the attached and amended at the meeting.

The motion was *Carried*.

2. OTHER BUSINESS

There was no other business.

3. ADJOURNMENT

The meeting was adjourned at 9:45 a.m.