McMaster University
UNDERGRADUATE COUNCIL
Tuesday, March 3, 2020 at 2:30 p.m.
in the Council Room (GH 111)

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

INVITED:  Ms L. Giordano, Dr A. Gullage, Ms R. Hamilton, Ms A. Jack, Ms T. Long, Ms J. Osterman, Ms N. Salano

REGRETS:  Dr. T. Carter, Dr. R. da Silva, Dr. E. Mohammad, Dr. A. Neville, Ms V. Lewis, Ms T. Palmer, Ms R. Ramentheran, Ms C. Zhang

1.  MINUTES OF PREVIOUS MEETING – JANUARY 28, 2020

The minutes of the January 28, 2020 meeting were approved as circulated.

2.  BUSINESS ARISING

There was no business arising.

3.  CHAIR’S REMARKS

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

Dr. Dej provided members with an overview of the University’s recent activities related to the COVID-19 pandemic. Members heard that a number of the University’s contingency planning documents are in the process of being updated and will be circulated to the broader McMaster community. Several communications have been circulated to course instructors, including an overview of the resources available to support online course instruction. Members asked questions and discussed potential impacts to the University’s operations. In response to a question, it was explained that the Office of the Registrar is exploring how to adapt current testing and examination processes. Undergraduate Council will be kept apprised of any developments.

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

ii. New Bursaries

It was duly moved and seconded,

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

The motion was Carried.

iii. Award Name Change

The Council received, for information, one Award Name Change.

5. REPORT FROM THE CERTIFICATES AND 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. McMaster English Language Development (MELD) Diploma

Members heard that the proposed revisions aim to better reflect the content of the MELD 1DD3 course. There were no comments or questions.

It was duly moved and seconded,

that the Undergraduate Council approve revisions to the McMaster English Language Development (MELD) Diploma, as set out in the attached.

The motion was Carried.

b. New Certificate of Completion Programs

i. Certificate of Completion, Academic Writing

The Council received, for information, one new Certificate of Completion program.
c. New Certificate of Attendance Programs

i. Certificate of Attendance, Professor Hippo-on-Campus

The Council received, for information, one new Certificate of Attendance program.

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. Addenda to Curriculum Revisions for the 2020-2021 Undergraduate Calendar

i. Faculty of Business

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to Senate, the establishment of the Honours Bachelor of Commerce Internship program as a modification of the existing Honours Bachelor of Commerce program, for inclusion in the 2020-2021 Undergraduate Calendar, as recommended by the Faculty of Business, 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 Commerce in Integrated Business and Humanities Internship program as a modification of the existing Honours Bachelor of Commerce in Integrated Business and Humanities program, for inclusion in the 2020-2021 Undergraduate Calendar, as recommended by the Faculty of Business, 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, revisions to Admission Requirements and General Academic Regulations for inclusion in the 2020-2021
Undergraduate Calendar, as recommended by the Faculty of Business, and set out in the attached.

The motion was Carried.

ii. Faculty of Humanities  
iii. Faculty of Social Sciences

It was duly moved and seconded,

that the Undergraduate Council approve curriculum revisions for inclusion in the 2020-2021 Undergraduate Calendar, as recommended by the Faculties of Business, Humanities, and Social Sciences, and set out in the attached.

The motion was Carried.

7. OTHER BUSINESS

There being no other business, the meeting was adjourned at 3:00 p.m.