



## Minutes of the Meeting of the University Planning Committee

Wednesday, December 4, 2024 at 10:30 AM, Council Chambers, Gilmour Hall

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- PRESENT:** Catherine Anderson, Karen Bird, Lindsay Bolan, Ruth Chen, Saher Fazilat, Lauren Fink, Steve Hranilovic, Lena Kahn, Andy Knights, Jake Nease, Mahmut Parlar, Heather Sheardown, Brenda Vrkljan, Andrea Thyret-Kidd (University Secretary & Chief Governance and Privacy Officer), Michelle Zheng (*Associate University Secretary*), Sherri Keene (*Assistant University Secretary*)
- CONSULTANTS:** Ehab Kamarah, *Associate Vice President & Chief Facilities Officer*  
Melissa Pool, *Associate Vice-President Academic Planning and Finance*
- OBSERVERS:** Dina Brooks, *Executive Vice-Dean & Associate Vice-President (Academic)*  
Kim Dej, *Vice-Provost, Teaching and Learning*  
David Ogborn, *McMaster University Faculty Association*  
Sean Van Koughnett, *Associate Vice-President (Students & Learning) and Dean of Students*
- INVITEES:** Olaf Kraus de Camargo, *Co-Director CanChild*  
Leah Rosenthal, *Director, Donor Relations, University Advancement*  
Alvin Baldovino, *Director, Engineering Operations, Facility Services*  
Dave Cano, *Director, Sustainability, Facility Services*
- REGRETS:** Carmela Alfaro-Laganse, Lili Litwin, Susan Tighe
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Susan Tighe could not attend the meeting, Steve Hranilovic assumed the role of Chair.

### **OPEN SESSION**

#### **1. Notice of Meeting - November 20, 2024**

The notice of meeting was circulated on November 20, 2024.

## 2. **Approval of Agenda**

It was duly moved and seconded,

**that the University Planning Committee approve the agenda for the meeting of December 4, 2024.**

The motion was **Carried**.

## 3. **Business Arising**

There was no business arising.

## 4. **Minutes of the Previous Meeting – October 30, 2024 (Open Session)**

It was duly moved and seconded,

**that the University Planning Committee approve the open session minutes of the meeting held on October 30, 2024, as circulated.**

The motion was **Carried**.

## 5. **Chair's Comments and Update**

This item was deferred to the next meeting.

## 6. **Report from Undergraduate Council**

*Approval*

Kim Dej, *Vice-Provost, Teaching and Learning*, presented the report.

### **Report from Undergraduate Council**

#### **1. New Non-Academic Microcredential Programs**

A member asked for clarification on the how the budget was determined and K. Dej advised that the budget was based on the cost of running other similar programs.

It was duly moved and seconded,

**that the University Planning Committee approve the following non-academic microcredentials in Foundational**

**Competencies and Tools for Equity-Based Co-Creation, as circulated.**

- a. McMaster Equity-Based Co-Creation Ambassador**
- b. McMaster Equity-Based Co-Creation (EqCC) Coach**
- c. EqCC Experience Advisor.**

The motion was **Carried**.

## **2. Program Closures**

Members heard that the program closures are due to a downturn in enrolment and an upturn in similar programs with an overlap in curriculum.

### **a. Canadian Health Care Certificate**

It was duly moved and seconded,

**that the University Planning Committee approve, for recommendation to the Senate, the closure of the Canadian Health Care Certificate.**

The motion was **Carried**.

### **b. Health and Social Service Skill Development Certificate and the Certificate of Professional Learning**

It was duly moved and seconded,

**that the University Planning Committee approve, for recommendation to the Senate, the closure of the Health and Social Service Skill Development Certificate and Certificate of Professional Learning.**

The motion was **Carried**.

## **7. Report from Graduate Council**

*Approval*

Steve Hranilovic, *Vice-Provost & Dean of Graduate Studies*, presented the Report from Graduate Council.

### **Report from Graduate Council**

## **Graduate Diploma in Critical Leadership in Social Services and Communities - Cancellation**

Members heard that the closure is due to low enrolment and it was confirmed that all students who were registered have now completed the diploma.

It was duly moved and seconded,

**that the University Planning Committee approve, for recommendation to the Senate, the closure of the Graduate Diploma in Critical Leadership in Social Services and Communities, as circulated.**

The motion was **Carried**.

### **8. Proposed Name Change for CanChild Centre for Childhood Disability Research**

*Approval*

Olaf Kraus de Camargo, *Co-Director CanChild*, provided an overview of the item.

Members heard that the name change reflects the fact that there continues to be children who have needs beyond 18 years old and the name change reflects this. A member noted a correction to the placement of the hyphen in the title of the new Centre is required in the submitted material. It was clarified that the correct title of the new Centre is the CanChild Centre for Childhood-Onset Disability Research.

It was duly moved and seconded,

**that the University Planning Committee approve, for recommendation to the Senate, the name change of the CanChild Centre for Childhood Disability Research to the CanChild Centre for Childhood-Onset Disability Research.**

The motion was **Carried**.

### **9. Report from Facility Services**

Ehab Kamarah, *Associate Vice President and Chief Facilities Officer*, presented the Report from Facility Services.

The Committee discussed the recommendation in the Campus Plan to create a Design and Review Panel and it was clarified that the Terms of Reference and Selection Committee for the Panel are currently being compiled. It was noted that the Panel will consist of external and internal experts who will provide recommendations and act as an advisory committee to ensure proposed developments are within the architectural theme of the campus.

This item was for information.

## **10. Other Business**

There was no other business.