

**McMaster University
UNDERGRADUATE COUNCIL**

**Tuesday, April 20, 2021 at 2:30 p.m.
via Videoconference (Zoom)**

PRESENT: Dr. K. Dej (Chair), Dr. L. Carter, Dr. C. Churchill, Dr. S. Corner, Ms A. Cristiano, Dr. R. da Silva, Dr. J. Donaldson, Dr. M. Farquharson, Dr. S. Hranilovic, Dr. S. McCracken, Dr. K. McGarry, Mr. J. McNairn, Mr. F. Mecklai, Dr. P. Miu, Ms. A. Neang, Ms M. Pool, Dr. T. Prowse, Ms A. Saini, Mr. S. Van Koughnett, Dr. R. Whyte, Dr. J. Wilson, Ms. M. Zheng (Associate University Secretary)

INVITED: Mr. B. Coburn, Ms L. Giordano, Ms A. Gullage, Ms A. Jack, Ms J. Osterman, Ms S. Robinson, Ms N. Solano, Ms E. Way

1. MINUTES OF PREVIOUS MEETING – MARCH 2, 2021

The minutes of the March 2, 2021 meeting were approved as circulated.

2. BUSINESS ARISING

There was no business arising.

3. CHAIR'S REMARKS

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

Members heard that the Provost is collection feedback and recommendations from three committees regarding returning to Campus and will be shared with UGC. The Provost's office is also working on communication for students regarding the fall term. The communication will also be shared with UGC before it's sent more broadly.

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. Proposed New Awards**
- ii. Proposed New Bursaries**
- iii. Changes to Award Terms**

It was duly moved and seconded,

that the Undergraduate Council approve five new awards, twelve new bursaries, and revisions to three terms for inclusion in the Undergraduate Calendar, as set out in the attached and amended.

The motion was *Carried*.

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. Diploma in Accounting

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to Senate, revisions to the Diploma in Accounting, as set out in the attached.

The motion was *Carried*.

b. Establishment of New Certificate and Diploma Programs

i. Certificate of Professional Learning in Retirement Community Management

ii. Diploma in Business Administration with a Concentration in Retirement Community Management

iii. Certificate of Professional Learning in Canadian Housing

iv. Certificate of Professional Learning in Nutrition, Health and Wellness

v. Health and Wellness Coaching Diploma

vi. Health Information Fundamentals Certificate

vii. Health Ventures Certificate of Professional Learning

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to Senate, the establishment of the Certificate of Professional Learning in Retirement Community Management, as 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 Diploma in Business Administration with a Concentration in Retirement Community Management, as set out in the attached, as 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 Certificate of Professional Learning in Canadian Housing, as 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 Certificate of Professional Learning in Nutrition, Health and Wellness, as 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 Health and Wellness Coaching Diploma, as 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 Health Information Fundamentals Certificate, as set out in the attached, as 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 Health Ventures Certificate of Professional Learning, as set out in the attached.

The motion was *Carried*.

c. Closure of Certificate and Diploma Programs

i. Closure of Health Information Management Programs

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to Senate, the closure of the Health Information Management Diploma, effective April 2021, as 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 closure of the Health Information Management Plus Diploma, effective April 2021, as set out in the attached.

The motion was *Carried*.

d. New Certificate of Attendance Programs

- i. Pragmatic Quality & Regulatory Approaches for Medical Devices**
- ii. Clinical Fundamentals for Non-Clinicians: The Care of the Mind and the Nature of Public Health**
- iii. Clinical Fundamentals for Non-Clinicians: The Care of the Health of the Body**
- iv. Navigating Healthcare Procurement**
- v. MedTech Innovation: The Fundamentals**

The material was reported for information.

e. New Certificate of Completion Programs

- i. Research on Aging and Engagement with Older Adults**
- ii. Knowledge Translation and Community Engagement**

The material was reported for information.

f. Revisions to Certificate of Completion Programs

- i. Essentials (Professional Development Program)**
- ii. Executive Management Program**

The material was reported for information.

g. Certificate of Completion Parchment

i. Discontinuance and Removal of the Certificate of Completion Parchment

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to Senate, the discontinuance and removal of the Certificate of Completion parchment found on page 15 of the Certificate and Diploma Policy, effective May 12, 2021.

The motion was *Carried*.

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 2021-2022 Undergraduate Calendar

- i. Faculty of Engineering**
- ii. Faculty of Science**
- iii. Faculty of Health Sciences**
- iv. General Academic Regulations**

It was duly moved and seconded,

that the Undergraduate Council approve curriculum revisions for inclusion in the 2021-2022 Undergraduate Calendar, as recommended by the Faculties of Engineering, and Health 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 Senate, revisions to Application Procedures for inclusion in the 2021-2022 Undergraduate Calendar, as recommended by the Faculty of Engineering, 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, major revisions to the Honours Biochemistry Programs for inclusion in the 2021-2022 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 Senate, major revisions to the Honours Biochemistry –Biomedical Research Specialization (B.Sc.) Program for inclusion in the 2021-2022 Undergraduate Calendar, as recommended by the Faculty of Science, and set out in the attached.

The motion was *Carried*.

7. REVISED 2021-2022 SESSIONAL DATES

Mr. Coburn provided members with an overview of the proposed revisions.

It was duly moved and seconded,

that the Undergraduate Council approve the revised 2021-2022 Sessional Dates, as set out in the attached.

The motion was *Carried*.

8. 2018 - 2020 IQAP CYCLICAL PROGRAM REVIEWS

This item was for information.

9. OTHER BUSINESS

a. Waiving Residency Requirements – Laurentian Students

Undergraduate Council heard that a handful of programs have been identified where McMaster can provide supports for Laurentian students. The Faculty of Health Sciences and Midwifery already have a three-way collaboration with Ryerson and Laurentian. In response to a question, it was explained that Faculties have maximum flexibility to accommodate students to complete their

programs. The influx of students is not a large number, it consists of approximately 15 in Midwifery and 20 in Actuarial Science. The focus has been on students who have had their programs closed at Laurentian.

The meeting was adjourned at 3:45 p.m.