

**McMaster University
UNDERGRADUATE COUNCIL**

**Tuesday, September 28, 2021 at 2:30 p.m.
via Videoconference (Zoom)**

PRESENT: Dr. Kim Dej (Chair), Ms. Zaina Ahmad, Ms. Julia Azzi, Dr. Lorraine Carter, Mr. Cameron Churchill, Dr. Sean Corner, Dr. Rosa da Silva, Mr. Matt Gaulton, Dr. Mic Farquharson, Dr. Steve Hranilovic, Mr. Josh Lawrence, Dr. Sue McCracken, Dr. Karen McGarry, Mr. Faris Mecklai, Dr. Peter Miu, Ms Melissa Pool, Dr. Tracy Prowse, Ms. Stacey Ritz, Dr. Rob Whyte, Ms. Minuki Wickramasuriya, Dr. Jean Wilson, Ms. M. Zheng (Associate University Secretary), Ms. Kelly Snow (Governance Coordinator)

INVITED: Mr. Brad Coburn, Ms. Lynn Giordano, Ms. Amy Gullage, Ms. Rita Mukherjee, Ms. Jackie Osterman, Ms. Sarah Robinson, Mr. Greg Rombough, Ms. Nancy Solano, Mr. Brandon Van Dam, Ms. Maria White.

1. MINUTES OF PREVIOUS MEETING – APRIL 20, 2021

The minutes of the April 20, 2021 meeting were approved as circulated.

2. BUSINESS ARISING

There was no business arising.

3. CHAIR'S REMARKS

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

a. Undergraduate Council Reference Guide

Members heard that the document was included in the Agenda Package for information purposes and describes the governance and activities of the Undergraduate Council and its related committees, except for the Quality Assurance Committee and the Awards Committee. It will also serve as a reference for staff that prepare curriculum submissions as well as a guide for the governance framework of curriculum.

Dr. Dej also highlighted that the meeting dates for the Undergraduate Council and its Committees are available on the University Secretariat's website. Dr. Dej noted that the Committee will be discussing a number of matters concerning academic integrity, policy and practises in the coming months and encouraged

Members to connect with herself and Ms. Kelly Snow about any items to be brought forward

4. ELECTION OF UNDERGRADUATE COUNCIL VICE CHAIR

Nominations for the position of Vice-Chair of Undergraduate Council were called for. Dr. Karen McGarry was nominated for a second year. As no additional nominations were put forward, Dr. McGarry was declared elected by acclamation.

5. REPORT FROM THE UNDERGRADUATE COUNCIL EXECUTIVE COMMITTEE

a. 2021-2022 Committee Assignments

Dr. Dej provided an overview of the circulated material, explaining that Undergraduate Council was asked to ratify the Executive Committee's decision to approve the circulated Committee Assignments for the 2021-2022 academic session.

IT WAS DULY MOVED AND SECONDED,

that Undergraduate Council ratify the Executive Committee's decision to approve the 2021-2022 Undergraduate Council Committee Assignments, as set out in the attached.

The motion was *Carried*.

b. Undergraduate Expectations for McMaster Vaccination Policy

Members heard that the Undergraduate Council Executive Committee met on September 7th, 2021 to approve the circulated item on behalf of Undergraduate Council for recommendation to the Senate. Dr. Dej noted that many discussions have been ongoing with the Associate Deans, and she highlighted pieces of the vaccination policy and follow-ups that need to occur. She noted that the Registrar's Office has been on-top of these communications to the student body.

The Committee heard that all faculties, students and staff are expected to submit proof of their second COVID-19 vaccination by October 18, 2021, unless they are in receipt of a valid exemption from the University to be in compliance with McMaster's COVID-19 Vaccination Policy. She noted that a very small number of medical exemptions will likely be approved.

There were questions from Members regarding the activities that students who have received an exemption from the University may or may not participate in. Dr. Dej clarified that exempt students and staff can attend remote and in-person classes with a face shield, and they are required still to socially distance. Their

status on MacCheck will be the same as students who are fully vaccinated, and they must still complete asymptomatic testing. In response to another question, Dr. Dej also clarified that those who are seeking exemptions to mask-use must do so through Student Accessibility Services but that the face-shield will be required and already assumes that the student involved has received an accommodation.

There were additional questions from the members surrounding students who are coming to McMaster from overseas, or who are not expecting to be in Canada for the winter term and what their requirements are as per the vaccination policy. Dr. Dej confirmed that a lot of these pieces are being worked on for January and that programs are expecting students to be available and on campus. In response to a question regarding possible requirements of a third WHO-approved vaccination shot, Dr. Dej clarified they are also working on this for the new year.

c. Ad Hoc Committee on Testing and Invigilation

Dr. Dej explained that the Undergraduate Council Executive Committee approved via electronic vote on June 18, 2021, the creation of an Ad Hoc Committee on Testing and Invigilation and membership list.

The Council also heard that this Committee will likely use a hybrid of both in-person and remote work and that the Committee will begin to take shape in the coming weeks. It was noted that Dr. Dej and Ms. Snow from the University Secretariat will reach out to members to glean insight on interest in this work.

6. REPORT FROM THE AWARDS COMMITTEE

Dr. Miu provided members with an overview of the report from the Awards Committee.

a. Terms of Award

- i. Proposed New Awards**
- ii. Changes to Terms**
- iii. Proposed New Bursaries**
- iv. Awards Removed from the *Undergraduate Calendar***

It was duly moved and seconded,

that the Undergraduate Council approve three new awards, twelve new bursaries, revisions to eight terms, and the removal of two awards from the Undergraduate Calendar, as set out in the attached.

The motion was *Carried*.

7. REPORT FROM THE CERTIFICATES AND DIPLOMAS COMMITTEE

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

a. Closure of Web Design Certificate Program

The material was reported for information.

8. OTHER BUSINESS

There being no other business, the meeting was adjourned at 2:58 p.m.