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MEETING MINUTES OF THE UNDERGRADUATE COUNCIL

Tuesday, December 9, 2025 at 2:30 p.m. in Council Chambers

Attendance: Kim Dej (*Chair)*, Karen Balcom, Sean Corner, Rosa da Silva, Sarah Dickson-Anderson, Mohammed Hussein, Vivian Lewis, Karen McGarry, Beth Marquis, Lorenzo Melo, Eliza Ritchie, Aaron Schat, Mohammad Salhia, Sean Van Kouhnett, Rob Whyte, Michelle Zheng (*Associate University Secretary*), Kelly Snow (*Assistant University Secretary*)

Consultants: Jordan Charron, Lynn Giordano, Amy Gullage, Jennifer Hamilton, Carla Hodal, Cathy Mackenzie, Liz Maguire, Monique Savage Williams, Maria White

Invited: Erin Allard*, Lead Educational Developer, Professional Development for Teaching, MacPherson Institute*
Stephanie Bascheira, *Graduate Secretary and Senior Associate Registrar*
Steve Hanna, *Associate Dean, Graduate Studies, Faculty of Health Sciences*
Steve Hranilovic, *Vice-Provost and Dean of Graduate Studies*
Rafaela Sá, *PhD Student in Political Science*

Regrets: Zubair Azizi, Blake Clayton, Darran Fernandez, Elliot Gorman, Gonzalo Dejo Mau, Ayesha Khan, Yasmeen Mirza, Bridget O'Shaughnessy

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1. Call to Order

Kim Dej, *Chair of the Undergraduate Council,* called the meeting to order.

2. Minutes of the Previous Meeting - November 4, 2025

It was duly moved and seconded,

that the Undergraduate Council approve the minutes of the meeting held on November 4, 2025, as circulated.

The motion was ***Carried.***

3. Business Arising

There was no business arising.

4. Chair's Remarks

K. Dej offered brief remarks.

5. Report from the Awards Committee

Rosa da Silva, *Chair of the Awards Committee,* presented the report.

1. Terms of Award

At its meeting on November 18, 2025, the Undergraduate Council Awards Committee reviewed and approved terms of awards for recommendation to the Undergraduate Council.

a. Changes to Award Terms
b. Changes to Bursary Terms
c. Award Name Changes (information)

It was duly moved and seconded,

that the Undergraduate Council approve the recommendations contained in the Report from the Office of the Registrar & Financial Support, as circulated.

The motion was ***Carried.***

6. Report from the Joint Committee on Certificates, Diplomas and Microcredentials

Aaron Schat, *Chair of the Joint Committee on Certificates, Diplomas and Microcredentials,* presented the report.

1. Revisions to the Policy on Certificates, Diplomas and Microcredentials

At its meeting on November 18, 2025, the Joint Committee on Certificates, Diplomas and Microcredentials reviewed and

approved the proposed set of revisions to the Policy on Certificates, Diplomas and Microcredentials. As the revisions impact graduate certificates, members heard that Graduate Council would recommend the revisions to the Senate for approval.

Members were reminded that an earlier set of policy revisions had been pulled from the previous Undergraduate Council agenda, as several members expressed concerns at the meeting. Those concerns were addressed by the new revisions. K. Dej, Steve Hranilovic, *Vice-Provost and Dean of Gradate Studies* and Steve Hanna, *Associate Dean, Graduate Studies*, *Faculty of Health Sciences* discussed the proposed changes to the Certificates, Diplomas and Microcredentials Policy.

It was duly moved and seconded,

that the Undergraduate Council approve the proposed revisions to the Certificates, Diplomas and Microcredentials Policy, effective December 10, 2025.

The motion was ***Carried.***

2. Revisions to Certificate and Diploma Programs

At the same meeting, the Joint Committee on Certificate, Diplomas and Microcredentials reviewed and approved the addition of a new course to the Diploma in Accounting and the Certificate in Advanced Accounting.

Mohammad Salhia, *Senior Director, McMaster Continuing Education*, provided an overview.

It was duly moved and seconded,

that the Undergraduate Council approve the revision to the Diploma in Accounting, as circulated.

The motion was ***Carried.***

It was duly moved and seconded,

that the Undergraduate Council approve the revision to the Certificate in Advanced Accounting, as circulated.

The motion was ***Carried.***

3. New Non-Academic Microcredential Program

At the same meeting, the Joint Committee on Certificate, Diplomas and Microcredentials reviewed and approved the new non-academic microcredential in Public Banks 101 for Trade Unions and Activists.

Karen McGarry provided an overview of the non-academic microcredential. Rafaela Sá, *PhD Student in Political Science,* was available for questions.

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to the Senate, the non-academic microcredential in Public Banks 101 for Trade Unions and Activists, as circulated.

The motion was ***Carried.***

4. New Certificate of Attendance Program

At the same meeting, the Joint Committee on Certificate, Diplomas and Microcredentials received, for information, the Certificate of Attendance in Professional Development for Teaching.

Erin Allard, *Lead Educational Developer, Professional Development for Teaching*, *MacPherson Institute,* provided a brief overview of the Certificate of Attendance in Professional Development for Teaching. E. Allard noted this credential would be available to both graduate and undergraduate students, alongside the development of a graduate academic certificate to launch in January. The certificate of completion is non-academic and intended as an accessible offering, while the graduate academic certificate will be course-based and credit-bearing. In response to a question, it was clarified that non-academic certificates cannot be stacked into academic credit, though future pathways may be explored.

Concerns were raised about how these offerings align with existing certificates, particularly in terms of academic value and

recognition for graduate students. Members discussed the importance of maintaining meaningful academic opportunities. The administration noted ongoing efforts to support graduate students through certificates, workshops, and potential integration with broader learning catalogues, as well as related work on certification in community-engaged research and teaching.

7. Report from the Curriculum & Admissions Committee

Beth Marquis, *Chair of the Curriculum & Admissions Committee*, presented the report.

1. Curriculum Reports: Curriculum Revisions for Inclusion in the 2026- 2027 Undergraduate Calendar

At the meetings held on November 24 and 25, 2025, the Curriculum and Admissions Committee approved, for recommendation to Undergraduate Council, the revisions contained in the following reports for inclusion in the *2026-2027 Undergraduate Calendar.* All minor curriculum and admission revisions will be encompassed in the omnibus motion.

Members were reminded that any new concurrent certificates or changes to existing concurrent certificates are not being voted on at this time as they will be approved by the Joint Committee on Certificates, Diplomas and Microcredentials in the new year.

a. Arts & Science Program

B. Marquis, *Director, Arts & Science Program* provided a brief overview of the report.

b. Faculty of Humanities

Sean Corner*, Associate Dean, Undergraduate Studies*, *Faculty of Humanities,* provided a brief overview of the report.

It was duly moved and seconded,

that the Undergraduate Council approve the establishment of the *Minor in Cinema Studies*, as recommended by the Faculty of Humanities for inclusion in the *2026-2027 Undergraduate Calendar*, as circulated.

The motion was ***Carried.***

It was duly moved and seconded,

that the Undergraduate Council approve the establishment of the *Minor in Drama, Performance and Theatre*, as recommended by the Faculty of Humanities for inclusion in the *2026-2027 Undergraduate Calendar*, as circulated.

The motion was ***Carried.***

It was duly moved and seconded,

that the Undergraduate Council approve the establishment of the *Minor in Studio Art*, as recommended by the Faculty of Humanities for inclusion in the *2026-2027 Undergraduate Calendar*, as circulated.

The motion was ***Carried.***

It was duly moved and seconded,

that the Undergraduate Council approve the establishment of the *Minor in Communication and Media Studies*, as recommended by the Faculty of Humanities for inclusion in the *2026-2027 Undergraduate Calendar*, as circulated.

The motion was ***Carried.***

b. Faculty of Science

Rosa da Silva, *Associate Dean, Undergraduate Studies*, *Faculty of Science,* provided a brief overview of the report.

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to the Senate, the establishment of the new *Honours Life Sciences – Health Evidence and Science Engagement Specialization (B.Sc.) program* as a major modification to the existing *Honours Life Sciences (B.Sc.) program,* as recommended by the Faculty of Science for inclusion in the *2026-2027 Undergraduate Calendar,* and as circulated.

The motion was ***Carried.***

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to the Senate, establishment of the new *Honours Psychology, Neuroscience & Behaviour Co-op (B.Sc.) program* as a major modification to the existing *Honours Psychology, Neuroscience & Behaviour (B.Sc.) program* as recommended by the Faculty of Science for inclusion in the *2026-2027 Undergraduate Calendar,* and as circulated.

The motion was ***Carried*.**

c. Faculty of Business

Aaron Schat, *Associate Dean, Undergraduate Studies, Faculty of Business*, provided a brief overview of the report.

It was duly moved and seconded,

that the Undergraduate Council approve the establishment of the *Minor in Entrepreneurship*, as recommended by the Faculty of Business for inclusion in the *2026-2027 Undergraduate Calendar*, as circulated.

The motion was ***Carried.***

It was duly moved and seconded,

that the Undergraduate Council approve the establishment of the *Minor in AI and Analytics*, as recommended by the Faculty of Business for inclusion in the *2026-2027 Undergraduate Calendar*, as circulated.

The motion was ***Carried.***

It was duly moved and seconded,

that the Undergraduate Council approve the establishment of the *Minor in Human Resources* as recommended by the Faculty of Business for inclusion in the *2026-2027 Undergraduate Calendar*, as circulated.

The motion was ***Carried.***

d. Faculty of Engineering

Sarah Dickson-Anderson, *Associate Dean, Undergraduate Studies, Faculty of Engineering,* provided a brief overview of the report.

It was duly moved and seconded,

that the Undergraduate Council approve the transfer of the *Interdisciplinary Minor in Sustainability* from the Arts & Science Program to the Faculty of Engineering, for inclusion in the *2026-2027 Undergraduate Calendar*, as circulated.

The motion was ***Carried.***

e. Faculty of Social Sciences

Karen McGarry**,** *Associate Dean, Undergraduate Studies, Faculty of Social Sciences,* provided a brief overview of the report.

It was duly moved and seconded,

that Undergraduate Council approve, for recommendation to the University Planning Committee and the Senate, the closure of the *Honours Economics and Computer Science (B.A.)* program, as recommended by the Faculty of Social Sciences for inclusion in the *2026–2027 Undergraduate Calendar*, with final entry into Level II in September 2026 and closure effective September 2027, as circulated.

The motion was ***Carried.***

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to the Senate, the establishment of the *Honours Economics (Combined B.A. Specialist and M.A. in Economics Option)* as a major modification to the existing Honours Economics program, as recommended by the

Faculty of Social Sciences for inclusion in the *2026-2027 Undergraduate Calendar*, and as circulated.

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to the Senate, the name change of the Combined Honours Aging and Society (B.A.) to the *Combined Honours Social Gerontology (B.A.),* as recommended by the Faculty of Social Sciences for inclusion in the *2026-2027 Undergraduate Calendar,* and as circulated.

The motion was ***Carried.***

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to the Senate, the name change of the Honours Aging and Society (B.A.) to the *Honours Social Gerontology (B.A.),* as recommended by the Faculty of Social Sciences for inclusion in the *2026-2027 Undergraduate Calendar*, and as circulated.

The motion was ***Carried.***

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to the Senate, the name change of the Honours Aging and Society Co-op Option (B.A.) to the *Honours Social Gerontology Co-op Option (B.A.),* as recommended by the Faculty of Social Sciences for inclusion in the *2026-2027 Undergraduate Calendar*, and as circulated.

The motion was ***Carried.***

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to the Senate, the name change of the Honours Aging and Society Specialization in Mental Health and Addiction (B.A.) to the *Honours Social Gerontology Specialization in Mental Health and Addiction (B.A.),* as

recommended by the Faculty of Social Sciences for inclusion in the *2026-2027 Undergraduate Calendar,* and as circulated.

The motion was ***Carried.***

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to the Senate, the establishment of the *Honours Social Psychology (Psychology Specialization) B.A.* as a major modification to the existing Honours Social Psychology Program, as recommended by the Faculty of Social Sciences for inclusion in the *2026-2027 Undergraduate Calendar,* as circulated.

The motion was ***Carried.***

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to the Senate, the establishment of the *Honours Social Psychology (Research Specialist Option with a Psychology Specialization) (B.A.)* as a major modification to the existing Honours Social Psychology Program, as recommended by the Faculty of Social Sciences for inclusion in the *2026-2027 Undergraduate Calendar,* as circulated.

The motion was ***Carried.***

It was duly moved and seconded,

that the Undergraduate Council approve the transfer of the *Interdisciplinary Minor in Civic Vitality, Democracy and Electoral Management (CIV-DEM)* from the Department of Political Science to Wilson College, for inclusion in the *2026-2027 Undergraduate Calendar*, and as circulated.

The motion was ***Carried.***

f. Faculty of Health Sciences

Rob Whyte, *Vice-Dean, Education, Faculty of Health Sciences,* provided a brief overview of the report.

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to the Senate, the establishment of the *Biochemistry (B.H.Sc.) Exit Degree* as a major modification to the existing Biochemistry (B.H.Sc.) program, as recommended by the Faculty of Health Sciences for inclusion in the *2026-2027 Undergraduate Calendar*, as circulated.

The motion was ***Carried***

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to the Senate, *the Equitable Admissions for Latin American/ Latinx Applicants (EALA) Process,* as recommended by the Faculty of Health Sciences, and as circulated.

There was a brief discussion about Bill 33 and its implications for the EALA process. R. Whyte noted ongoing discussions with the province and a lack of immediate clarity. Provincial regulations and further guidance are expected to clarify outstanding issues over time.

The motion was ***Carried***

g. Office of the Registrar

Cathy MacKenzie**,** *Assistant Registrar, Records*, provided a brief overview of the report.

It was duly moved and seconded,

that the Undergraduate Council approve the 2026-2027 Sessional Dates, as circulated.

Members discussed scheduling constraints pertaining to examinations. While the proposed dates were maintained due to limited flexibility, concern was raised about insufficient breaks for students and the likelihood of exams extending into January. Options such as Sunday exams and adjusting the exam period were being explored, though challenges remain around invigilator availability, particularly near holidays. K. Dej

noted that she would work the Registrar's Office to explore all possible solutions.

The motion was ***Carried.***

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to the Senate, the revisions to Admission Requirements, Application Procedures, General Academic Regulations, and related calendar housekeeping items (including the status of Dean's Permission courses), as proposed by the Office of the Registrar for inclusion in the *2026–2027 Undergraduate Calendar*, and as circulated.

The motion was ***Carried***

Omnibus Motion

It was duly moved and seconded,

that the Undergraduate Council approve the proposed revisions to academic regulations, curriculum, and admissions for inclusion in the *2026–2027 Undergraduate Calendar*, as circulated.

The motion was ***Carried.***

8. Other Business

K. Dej called for any other business.

9. Adjournment

As there was no other business, the meeting adjourned at 3:52 PM.