

MEETING MINUTES OF UNDERGRADUATE COUNCIL

Tuesday, November 14, 2023 at 2:30 p.m. via Zoom

Attendance: Kim Dej (*Chair*), Nicholas Bock, Sean Corner, Rosa da Silva, Cathy Gris , Maryam Khan, Ziyu (Angel) Li, Beth Marquis, Teal McAteer, Karen McGarry, Caitlin Mullarkey, Bridget O’Shaughnessy, Sarah Robinson, Aaron Schat, Wynter Sutchy, Rob Whyte, Kelly Snow (*Assistant University Secretary*), Christine Richard (*Associate University Secretary*)

Consultants: Cait Brooks, Lynn Giordano, Amy Gullage, Cathy Mackenzie, Liz Maguire, Ben O’Connor, Greg Rombough, Nancy Solano, Liz Way, Maria White, Monique Savage Williams

Invited: Dan Piedra, *Associate Director, McMaster Continuing Education*
Erin Aspenleider, *Associate Director, Program and Educational Development*
Darren Bridgewater, *Associate Professor, Pathology & Molecular Medicine*

Regrets: Lorraine Carter, Sarah Dickson-Anderson, Lily Howden, Adrian Mesley, Nijhum Saha, Spring Wang

1. Notice of Meeting - November 8, 2023

The Notice of Meeting was circulated on November 8, 2023

2. Minutes of the Previous Meeting - September 26, 2023

Members heard that the Equitable Admissions Pilot program had been withdrawn from the Senate agenda and this had been reflected in the minutes.

It was duly moved and seconded,

that the Undergraduate Council approve the minutes of the September 26, 2023 meeting, as circulated.

The motion was *Carried*.

3. Business Arising

There was no business arising.

4. Chair's Remarks

The Chair spoke briefly to the ongoing labour dispute with ATU Local 107.

5. Report from the Awards Committee

Cathy Gris , *Chair of the Awards Committee*, presented the report.

1. Report from the Office of the Registrar, Aid & Awards: Terms of Award

At its meeting on October 31, 2023, the Awards Committee reviewed and approved the following for recommendation to Undergraduate Council.

Approval

- a. Proposed New Awards
- b. Changes to Award Terms
- c. Proposed New Bursaries
- d. Changes to Bursary Terms
- e. Awards Removed from the Undergraduate Calendar

Information

- f. Award Name Changes

It was duly moved and seconded,

that the Undergraduate Council approve five new awards, changes to three award terms, two new bursaries, changes to one bursary term, and two awards to be removed from the Undergraduate Calendar, as circulated.

The motion was *Carried*.

2. Annual Reports from the Office of the Registrar, Aid & Awards

At the same meeting, the Awards Committee received, for information, the following Annual Reports from the Office of the Registrar, Aid & Awards.

- a. 2022 In-course, Graduand, Travel and Community Contribution Award Recipients
- b. Aid & Awards - Award Disbursement Summary
- c. 2022-23 Major University & External Awards Selection Committee
- d. Travel & Exchange Reports

These items were for information only.

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 Concurrent Certificates

At its meeting on October 31, 2023, the Joint Committee on Certificates, Diplomas and Microcredentials approved, for recommendation to Undergraduate Council, revisions to three concurrent certificate programs.

- a. Concurrent Certificate in Biomedical Sciences (BMS)
- b. Concurrent Certificate in Health Humanities and Social Sciences
- c. Concurrent Certificate in Immunology, Microbiology, & Virology (IMV)

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to the Senate, the revisions to the concurrent certificates in: Biomedical Sciences (BMS), Health Humanities and Social Sciences, and Immunology, Microbiology & Virology (IMV), for inclusion in the 2024-2025 Undergraduate Calendar, as circulated and pending approval of the Faculty of Health Sciences.

The motion was *Carried*.

2. Revisions to Diploma Program

At the same meeting, the Joint Committee on Certificates, Diplomas and Microcredentials approved, for recommendation to Undergraduate Council, revisions to the Business Administration (BUS) Generalist Diploma.

It was duly moved and seconded,

that the Undergraduate Council approve, for recommendation to the Senate, the revisions to the Business Administration (BUS) Generalist Diploma, as circulated.

The motion was *Carried*.

7. Generative Artificial Intelligence and Academic Integrity

Erin Aspenleider, *Associate Director, Program and Educational Development*, presented on Generative Artificial Intelligence. In response to a question, K. Dej explained that she can reach out to Kim Mason, *Academic Integrity Officer*, regarding the frequency of AI being cited as a concern for academic integrity cases.

8. Other Business

As there was no other business, the meeting adjourned at 3:08 p.m.