

MEETING MINUTES OF UNDERGRADUATE COUNCIL

Tuesday, September 24, 2024 at 2:30 PM
Gilmour Hall, Council Room (Room 111)

- Attendance:** Kim Dej (*Chair*), Nicholas Bock, Rosa da Silva, Sarah Dickson-Anderson, Darran Fernandez, Vivian Lewis, Beth Marquis, Caitlin Mullarkey, Bridget O'Shaughnessy, Cheryl Quenneville, Aaron Schat, Wynter Sutchy, Rob Whyte, Michelle Zheng (*Associate University Secretary*)
- Guests:** Adrita Banik, Helena Cordeiro, Elliot Gorman, Kiran Oberai
- Consultants:** Carolyn Brendon, Cait Brooks, Lynn Giordano, Amy Gullage, Carla Hodal, Cathy Mackenzie, Liz Maguire, Jackie Osterman, Sarah Robinson, Greg Rombough, Monique Savage Williams, Maria White
- Regrets:** Karen Balcom, Lorraine Carter, Cathy Gris , Teal McAteer, Karen McGarry, Sean Van Koughnett
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1. Call to Order

Kim Dej, *Chair of the Undergraduate Council*, welcomed members to the first Undergraduate Council (UGC) meeting of the year and facilitated introductions.

2. Minutes of the Previous Meeting – April 23, 2024

It was duly moved and seconded,

that the Undergraduate Council approve the minutes of the April 23, 2024 meeting, as circulated.

The motion was *Carried*.

3. Business Arising

There was no business arising.

4. Chair's Remarks

K. Dej provided brief remarks to the Council, which included a brief overview of the terms of reference for each committee and Undergraduate Council.

Members heard that in a time of fiscal prudence, Faculties should look for opportunities to collaborate and work together.

5. Undergraduate Council Reference Materials

Members heard that reference materials are included in the agenda package for information.

6. Election of Undergraduate Council Vice Chair

Members were advised that the Vice-Chair of Undergraduate Council is elected annually by its members. K. Dej asked the Council for nominations. Caitlin Mullarkey expressed interest and willingness to serve.

It was duly moved and seconded,

that Undergraduate Council elect Caitlin Mullarkey as Vice-Chair for 2024-2025.

The motion was *Carried*.

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7. Report from the Executive Committee

K. Dej explained that the Undergraduate Council Committee Assignments were approved by the Undergraduate Council Executive Committee, who also authorized the Chair to complete the memberships as required throughout the summer months.

It was duly moved and seconded,

that Undergraduate Council ratify the decision of the Executive Committee to approve the 2024-2025 Undergraduate Council Committee Assignments, as circulated.

The motion was *Carried*.

8. Report from the Awards Committee

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

At its meeting on September 10, 2024, the Awards Committee reviewed and approved the following for recommendation to Undergraduate Council.

1. Terms of Awards

- a. Proposed New Awards
- b. Changes to Award Terms
- c. Proposed New Academic Grants
- d. Changes to Academic Grant Terms
- e. Proposed New Bursaries
- f. Changes to Bursary Terms
- g. Awards Removed from the Undergraduate Calendar
- h. Bursaries Removed from the Undergraduate Calendar
- i. 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; Aid and Awards, as circulated.

The motion was ***Carried.***

9. Report from the Joint Committee on Certificates, Diplomas & Microcredentials

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

1. Revisions to the Certificate in Marketing, Diploma in Marketing, and Diploma in Marketing (Digital Marketing Concentration)

At its meeting on September 10, 2024, the Joint Committee on Certificates, Diplomas and Microcredentials approved revisions to the Certificate in Marketing, Diploma in Marketing, and Diploma in Marketing (Digital Marketing Concentration), as circulated.

It was duly moved and seconded,

that the Undergraduate Council approve the proposed revisions to the Certificate in Marketing, the Diploma in Marketing, and the

Diploma in Marketing (Digital Marketing Concentration), as circulate.

The motion was *Carried*.

2. Revisions to the Business Administration Certificate & Diploma Programs

At the same meeting, the Joint Committee on Certificates, Diplomas and Microcredentials approved revisions to the Business Administration Certificate & Diploma Programs, as circulated.

It was duly moved and seconded,

that the Undergraduate Council approve the proposed revisions to Business Administration Certificate & Diploma Programs, as circulated.

The motion was *Carried*.

3. New Non-Academic Microcredentials in Sleep and Wellness

This item was for information.

4. New Certificate of Completion Program

- a. Sleep for Health and Wellness

This item was for information.

5. Closure of Certificate and Certificate of Professional Learning Programs

- a. Closure of Canadian Health Care Certificate
- b. Closure of Health and Social Service Skill Development Programs, Certificate and Certificate of Professional Learning

These items were for information.

10. Other Business

As there was no other business, the meeting adjourned at 2:56 PM.