

AGENDA

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REPORT TO THE UNIVERSITY PLANNING COMMITTEE
from the
UNDERGRADUATE COUNCIL

FOR APPROVAL

I. New Certificate and Diploma Program

At its November 22, 2022 meeting, the Undergraduate Council approved, for recommendation to the University Planning Committee and Senate, the proposal for a new *International Certificate in Comparative Public Law and Legal Policy*. Details of the program are contained within the circulated materials.

a. International Certificate in Comparative Public Law and Legal Policy

It is now recommended,

that the University Planning Committee approve, for recommendation to Senate, the establishment of the *International Certificate in Comparative Public Law and Legal Policy*, as set out in the attached.

II. New Concurrent Certificate Program

At the same meeting, the Undergraduate Council approved, for recommendation to the University Planning Committee and Senate, the proposal for a new *Concurrent Certificate in Work and Labour Relations*. Details of the program are contained within the circulated materials.

a. Concurrent Certificate in Work and Labour Relations

It is now recommended,

that the University Planning Committee approve, for recommendation to Senate, the establishment of the *Concurrent Certificate in Work and Labour Relations*, for inclusion in the 2023-24 Undergraduate Calendar, and as set out in the attached.

III. Revisions to Existing Certificate and Diploma Programs

At the same meeting, Undergraduate Council approved, for recommendation to the University Planning Committee and Senate, revisions to the following existing certificate and diploma programs. Further details of the revisions are contained within the circulated materials.

- a. **Course Revisions: Professional Addiction Studies Program**
- b. **Program Name Revision: Certificate of Professional Learning in Foundations of Workplace Intercultural Communication**

It is now recommended,

that the University Planning Committee approve, for recommendation to Senate, revisions to the Professional Addiction Studies Program, as set out in the attached.

It is now recommended,

that the University Planning Committee approve, for recommendation to Senate, revisions to the Certificate of Professional Learning in Foundations of Workplace Intercultural Communication, as set out in the attached.

IV. UNDERGRADUATE PROGRAM CLOSURES

At its meeting on December 13, 2022, Undergraduate Council approved, for recommendation to University Planning Committee and Senate, two undergraduate program closures in the Arts & Science program.

It is now recommended,

that the University Planning Committee approve, for recommendation to Senate, the closure of the Combined Honours in Arts & Science and Art History program, as set out in the attached.

It is now recommended,

that the University Planning Committee approve, for recommendation to Senate, the closure of the Combined Honours Arts & Science and Theatre & Film Studies program, as set out in the attached.

**University Planning Committee: FOR APPROVAL
December 14, 2022**

**Proposal for an
International Certificate in Comparative Public Law and Legal Policy
November 2022**

Greg Flynn

Chair, Department of Political Science

Overview and Rationale:

McMaster University has been exploring opportunities for International Minors and Coordinated International Experiences (CIEs). The CIE framework provides new international exchange opportunities together with a formal “certificate” to recognize successful completion of a rigorous course of study at a highly reputable international partner university. Students will receive a formal certificate from the partner university that may also appear as a transcript note at the home university.

In an increasingly competitive world, participating students will be able to record on their resumes/CVs that they have attended specific degree programs on two continents with two reputable universities, earning a certificate from one, in addition to their major from the other. This enriching experience may be beneficial to the student’s future career prospects.

Under this framework, the Department of Political Science in the Faculty of Social Sciences has developed a partnership with the following three universities in the United Kingdom.

- University of Liverpool – Liverpool Law School
- University of Glasgow School of Law
- University of Birmingham – Birmingham Law School

Learning Objectives:

This certificate provides a strong comparative foundation of law and legal policy in the United Kingdom and Canada and is ideal for students interested in pursuing a career in law or in other law related occupations. This certificate is designed for students who desire a better understanding of the role that law plays in mediating power in society, in particular between the state and its citizens, and those who are interested in the formal legal apparatuses of the state.

Program structure:

The Department of Political Science at McMaster proposes to grant an “International Certificate in Comparative Public Law and Legal Policy” to students from these partner institutions who attend McMaster under this specific exchange agreement (Also, through these partnerships, academically qualified students enrolled in the two Honours Political Science specialization programs at McMaster will be able to attend one of the

partner institutions and will be provided with a certificate from the partner institution upon completion of specified course work).

This proposed certificate meets the requirements for a Stand-Alone Undergraduate Certificate as outlined in McMaster's Certificates and Diplomas Policy.

Under the terms of the exchange agreement, McMaster University will offer spots for up to 30 visiting law students (10 from each partner school). Partner schools will ensure that students are academically qualified to participate in the exchange program. Each student will normally attend McMaster for a full Fall/Winter academic year (2 terms). Students will take 4-5 courses (12-15 units) per term.

Certificate requirements:

On successful completion of the certificate, the visiting students will be entitled to receive an official McMaster transcript outlining the courses completed with the credential, "Certificate in International Comparative Public Law and Legal Policy." A sample transcript mock-up showing the certificate is included in Appendix A. A McMaster parchment will also be provided.

The program is comprised of eight required courses plus up to two elective courses drawn from Levels I through III of Political Science or any other Faculty of Social Sciences department or discipline. The required courses to achieve the certificate are as follows:

Term 1

POLSCI 1AA3 Gov't, Politics and Power
POLSCI 2M03 Governance, Representation, and Participation in Democracies (sometimes offered T-2)
POLSCI 3CL3 Constitutional & Public Law
POLSCI 3GG3 Federalism

Term 2

POLSCI 1AB3 Politics and Power in a Globalizing World
POLSCI 2C03 Force and Fear, Crime and Punishment
POLSCI 2D03 Canadian Democracy (sometimes offered T-1)
POLSCI 3RF3 Charter of Rights and Freedoms

Resources

No new courses or teaching resources are required to implement this certificate. All courses are currently offered in the Faculty of Social Sciences.

The students attending McMaster from the partner institutions will be attending as exchange students and as such, will pay their tuition fees to their home institution.

APPENDIX A Sample Transcript Mock-up

Issued To:
Student XXXX

Name: Student ID No: OEN: Birth Day: Print Date:
Student XXXX 000000000 27 December 30 May 2022

Transcript valid only if bearing the Registrar's Signature.

Degrees Awarded by McMaster University

Degree: Certificate in INTL Comparative Public Law and Legal P
Plan: Exchange International Cert in Comparative Public Law and Legal Policy 11
Confer Date: June 2022

Beginning of Undergraduate Career Record

--- 2021 Fall ---

Program: Social Sciences Certificate
Plan: Exe Intl Comp PubLaw LglPolicy {Cert}

Term Enrolment

Course	Title	Attm./Earned Units	Grade
POLSCI 1AA3	Government, Politics & Power	3.00/3.00	A
POLSCI 2M03	Governance, Repr., & Part Democr	3.00/3.00	B+
POLSCI 3CL3	Constitution/Public Law:Canada	3.00/3.00	A
POLSCI 3GG3	Federalism	3.00/3.00	A-
SOCIOL 1Z03	An Introduction to Sociology	3.00/3.00	A

Totals

	Attm./Earned Units	GPA Units	Total Points	GPA
Term Totals	15.0/15.0	15.0	156.0	10.4

--- 2022 Winter ---

Program: Social Sciences Certificate
Plan: Exe Intl Comp PubLaw LglPolicy {Cert}

Term Enrolment

Course	Title	Attm./Earned Units	Grade
POLSCI 1AB3	Politics&Power Globalizng Wrld	3.00/3.00	B
POLSCI 2C03	Force & Fear, Crime & Punishment	3.00/3.00	A+
POLSCI 2D03	Canadian Democracy	3.00/3.00	C

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Name:	Student ID No:	OEN:	Birth Day:	Print Date:
Student XXXX	000000000		27 December	30 May 2022
POLSCI 3RF3	Charter of Rights and Freedoms	3.00/3.00	A	
SUSTAIN 2S03	Eval. Prob. & Sustain. Solns	3.00/3.00	A-	

End of Undergraduate Career Record

End of Student Unofficial Transcript

Proposal for a Concurrent Certificate in Work and Labour Relations

September 2022

Dr. Stephanie Ross
Director, School of Labour Studies

Dr. David Goutor
Undergraduate Program Chair, School of Labour Studies

Dr. Rick Hackett
Chair, Human Resources & Management, DeGroot School of Business

Certificate Overview and Rationale

Rationale

The proposed certificate will address the following program and university priorities:

- Fulfill McMaster University's mandate for skill development programs
- Create opportunity for students – particularly in commerce, sciences, or engineering – to examine labour relations from a worker-oriented perspective; and
- Offer a practical credential useful for professional, activist, and academic oriented students.
- Complement the Certified Human Resources Professional (CHRP) designation course requirements, and present students meeting these requirements with a practical certificate relevant to labour studies.
- Allow Labour Studies students to attain a credential in the specific field of Labour relations (since Labour Studies is a broad and interdisciplinary program, employers and graduate schools do not assume they have this background).

Learning Objectives

By completing this certificate, students will be able to:

- Develop an understanding of the institutions, actors, legal regulations and political-economic conditions that shape workplace labour relations;
- Become familiar with the different disciplinary perspectives on labour relations;
- Analyse labour relations as a dynamic system involving workers, employers, and the state, in which there is continual struggle, conflict, negotiation, resolution and renewal;
- Apply theoretical knowledge about work and labour relations in concrete, problem-based and experiential learning situations, including union decision-making, conflict resolution and collective bargaining; and
- Understand and demonstrate the qualities and transferable skills necessary for further study, employment, and involvement in labour relations related fields

Structure

Any student in an undergraduate program at McMaster may declare the WLR Certificate at the time of graduation providing they satisfy the requirements below. Non-McMaster credit may not

be utilized in fulfilment of certificate requirements. Students will take units from both the School of Labour Studies and the Degroote School of Business, providing an opportunity for cross-faculty and cross-program collaboration, and interdisciplinary learning amongst students.

Requirements

18 units total

3 Units from

- WORKLABR 1A03 Work and Labour in Canada
- WORKLABR 1E03 Navigating the World of Work

6 Units from

- WORKLABR 2A03 Unions in Action
- WORKLABR 3C03 or Commerce 4BF3 Labour and Employment Law
- WORKLABR 3D03 Work: Dangerous to your Health?
- WORKLABR 3P03 Workers' Resistance Past and Present

3 units from

- Commerce 2BC3 Human Resources and Labour Relations
- Commerce 2NG3 Negotiations

6 units from

- Commerce 4BC3 Collective Bargaining
- WORKLABR 4C03 Public Sector Collective Bargaining

Access to Courses

The participating Faculties and Programs have reviewed the courses to be included in the Certificate and to ensure that students can have appropriate access to the courses from various programs. Of the 10 courses listed, 3 are open or are restricted by level only; 1 is available with one or more prerequisite courses or is available by permission; 5 are restricted to students in certain programs only. Appropriate changes will be made to course restrictions to designate an appropriate number of seats for students pursuing the WLR Certificate.

Resources

No new courses or teaching resources are required to implement this Concurrent Certificate. All courses are currently offered in the Faculty of Social Sciences and the Degroote School of Business.

The Certificate will be administered through the School of Labour Studies Undergraduate Program Office.

Current Course Access Rules & Restrictions

Course	Restrictions
WORKLABR 1A03 Work and Labour in Canada	Open enrolment
WORKLABR 1E03 Navigating the World of Work	Open enrolment
WORKLABR 2A03 Unions in Action	Open enrolment, no pre-requisite Cap: 80
WORKLABR 3C03 or Commerce 4BF3 Labour and Employment Law	Restricted enrolment: Labour Studies, Commerce, Political Science L3 or above Pre-requisite: WORKLABR 2A03 Cap: 55 [12 Political Science, 5 Commerce]
WORKLABR 3D03 Work: Dangerous to your Health?	Restricted enrolment: Labour Studies, HAS, L3 or above Cap: 60 [10 HAS]
WORKLABR 3P03 Workers' Resistance	Restricted enrolment: Open Enrolment Cap: 60
WORKLABR 4C03 Public Sector Collective Bargaining	Restricted enrolment: Labour Studies, Commerce, L4 Cap: 25 [5 Commerce]
Commerce 2BC3 Human Resources and Labour Relations	Restricted enrolment: Registration in any four or five level program or applicable minor Pre-requisite: One of COMMERCE 1BA3, WORKLABR 1A03, or WORKLABR 1E03 Cap: 120
Commerce 2NG3 Negotiations	Restricted enrolment: Registration in any four or five level program or applicable minor Prerequisite(s): None Cap: 150
Commerce 4BC3 Collective Bargaining	Restricted enrolment: Registration in Level 3 or above in any four or five level program Pre-requisite: One of COMMERCE 2BC3, COMMERCE 2NG3, IBH 2AC3, or LABRST 2A03 Cap: 50; 2 sections being offered annually

Department & Program Information:	
Department:	Continuing Education
Program Name:	Professional Addiction Studies
Name of Representative:	Christie McGaghran
Nature of Submission:	For approval - Course Revision
Effective Date:	January 1, 2023
Submission Date:	September 29, 2022
Current Course Details:	
<p>Course code and course name: ADD 215 Field Experience Is this course currently offered? Yes Course Unit Value: 3 units</p> <p>List course pre-requisites (if applicable): ADD 201 Introduction to Addiction ADD 202 Pharmacology ADD 203 Counselling Skills for Addiction Professionals ADD 204 Assessment and Treatment Planning</p> <p>List cross-listed courses (if applicable):</p>	
Course Revision Details:	
<p>Revised course description: ADD 215 Field Experience (3 units) Students without prior employment in addiction work will substantially benefit from practical work experience in the field. This field experience opportunity will assist the student in developing an awareness of their role as an addiction professional. This course integrates the academic learning in the Professional Addiction Studies program with the practical experience of a clinical setting. Students will have the opportunity to observe and practice a wide range of skills presented in the academic courses, thereby facilitating a transfer directly to the workplace. Students will secure their own placement, in consultation with Continuing Education. The course requires a total of 375 hours of practical experience which may be accomplished over a 6-month timespan. Students planning to use this practical experience toward the 300 hours of supervised clinical experience required for ICADC/CCAC certification through the CACCF are strongly recommended to request</p>	

Certificate & Diploma Committee: Course Revision

prior approval from the CACCF, as strict definitions are in place to meet these hours. Although it is recommended that students wait until the end of the program to complete the field experience, the minimum pre-requisite courses prior to registering for the placement are:

Introduction to Addiction
Pharmacology
Counselling Skills for Addiction Professionals
Assessment and Treatment Planning

Program approval is required prior to enrolment in ADD 215.

Original course description:

ADD 215 Field Experience (3 units)

Students without prior employment in addiction work will substantially benefit from practical work experience in the field. This field experience opportunity will assist the student in developing an awareness of their role as an addiction professional. This course integrates the academic learning in the Professional Addiction Studies program with the practical experience of a clinical setting. Students will have the opportunity to observe and practice a wide range of skills presented in the academic courses, thereby facilitating a transfer directly to the workplace. Students will secure their own placement, in consultation with **the Centre for Continuing Education**. The course requires a total of 375 hours of practical experience which may be accomplished over a **12-month** timespan. Students planning to use this practical experience toward the 300 hours of supervised clinical experience required for ICADC/CCAC certification through the CACCF are strongly recommended to request prior approval from the CACCF, as strict definitions are in place to meet these hours. Although it is recommended that students wait until the end of the program to complete the field experience, the minimum pre-requisite courses prior to registering for the placement are:

Introduction to Addiction
Pharmacology
Counselling Skills for Addiction Professionals
Assessment and Treatment Planning

The rationale for revision(s):

- Editing “the Centre for Continuing Education” to reflect new department name of “Continuing Education”.
- Changing timeline requirements for course completion from 12 months to 6 months. Students typically complete the requirements in a 4-month timeframe and it is not necessary to have the timeframe extend any longer than 6 months.
- Adding a note at the end to advise students that program approval is required prior to enrolment. This will give them advanced notice to contact the program to arrange for enrolment.

Insert Faculty Statement of Support:



CONTINUING
EDUCATION

Certificate & Diploma Committee: Course Revision

Attach the Faculty's letter of support (either Associate Dean, or the Faculty advisor) to this form. **All documentation must be included in one file.**



CONTINUING
EDUCATION

To: McMaster Certificates and Diplomas Committee
From: Lorraine Carter, Director, McMaster Continuing Education
Re: Revision of Program Name
Date: November 8, 2022

Effective immediately, the Certificate of Professional Learning program, Foundations in Workplace Intercultural Competency & Communication, will be changed to Foundations of Workplace Intercultural Communication. The program was approved by the Certificate and Diploma Committee in February 2022. The shortened program name is required for administrative purposes.

Regards,


A handwritten signature in cursive script that reads "Lorraine Carter".

Lorraine Carter
Director, McMaster Continuing Education

Cc: Dan Piedra, Assistant Director, McMaster Continuing Education

December 5, 2022

To: Kim Dej, Vice-Provost Teaching and Learning

From: Beth Marquis, Director, Arts & Science Program 

Re: Undergraduate Program Closures: Combined Honours Degrees in Arts & Science and Art History, Arts & Science and Theatre & Film Studies

Having consulted with the School of the Arts, we are recommending that the Combined Honours Programs in Arts & Science and Art History and in Arts & Science and Theatre & Film Studies be closed.

The School of the Arts is currently phasing out their undergraduate degrees in Art History and in Theatre & Film Studies, as they roll out a new Integrated Arts (iARTS) program. The Level I iARTS B.F.A. program admitted its first cohort this year, while entry to the Level II entry Honours B.A. will begin in Fall 2023. In line with this shift, Arts & Science and the School of the Arts have jointly proposed a new Combined Honours degree in Arts & Science and Integrated Arts, to which students could be admitted in Level II beginning in Fall 2023.

Given the roll out of this new combination, and SOTA's phasing out of their undergraduate degrees in Art History and in Theatre & Film, we are proposing to discontinue the existing Combined Honours Programs in Arts & Science and Art History and in Arts & Science and Theatre & Film Studies. These programs are dependent on the existence of the undergraduate Art History and Theatre & Film Studies programs, so they could not be offered once these programs are phased out (Fall 2023 will also see the final Level II intakes for these programs). At the same time, the Combined Honours Arts & Science and iARTS B.A. will allow interested Arts & Science students to pursue a combination with the Arts – and one that might be particularly relevant to Arts & Science students given their interdisciplinary interests and the focus of the new iARTS program on how the Arts intersect with questions of social justice.

There are currently no students enrolled in the existing Combined Honours Programs in Arts & Science and Art History and in Arts & Science and Theatre & Film Studies. As such, this is a good moment to make this necessary shift, as no current students will be directly affected.