

University of Waterloo
SENATE UNDERGRADUATE COUNCIL
Minutes of the 14 February 2023 Meeting
[in agenda order]

Present: Katherine Acheson, Janice Aurini, Veronica Austen, Monica Barra, Benoit Charbonneau, Victoria Chu, Vivian Dayeh, David DeVidi (Chair), Leeann Ferries, Jason Grove, Fatma Gzara, Carol Ann MacGregor, Kristiina Montero, Cici Neely, Catherine Newell Kelly, Ryan Trelford, Chris Vigna, Johanna Wandel, Tim Weber-Kraljevski (secretary), Richard Wikkerink, Mike Wood, Stephanie Ye-Mowe

Resources/Guests: Angela Christelis, Jennifer Coghlin, Brenda Denomme, Danielle Jeanneault, Carrie MacKinnon

Organization of Meeting: David DeVidi took the chair, and Tim Weber-Kraljevski acted as secretary. The secretary advised that a quorum was present. The agenda was approved without formal motion.

The chair welcomed new members Janice Aurini and Mike Wood.

1. DECLARATIONS OF CONFLICTS OF INTEREST

No conflicts of interest were declared.

2. APPROVAL OF THE 10 JANUARY 2022 MINUTES AND BUSINESS ARISING

The following revision was requested: correction of the spelling of the name Charbonneau in item 4; replacing the word major with minor in item 3; and adding additional clarity to the discussion on the rationale for having small programs with low enrolment under item 3. The minutes were approved with the revisions, without formal motion. There was no business arising from the minutes.

3. CURRICULAR ITEMS FOR APPROVAL & INFORMATION

Environment. Wandel presented course changes for the School of Environment, Resources & Sustainability, and Geography & Environmental Management. There was a motion to approve the course changes on behalf of Senate. Wandel and Austen. Carried. Wandel presented the inactivation of course INDEV 10. There was a motion to approve the course inactivation on behalf of Senate. Wandel and Ferries. Carried. Wandel provided an overview of the minor revision for the General Three-year Geography and Environmental Management plan. There was a motion to approve the minor academic plan revision on behalf of Senate. Wandel and Barra. Carried. Wandel provided an overview of the minor revision for the Knowledge Integration Honours plan. There was a motion to approve the minor academic plan revision on behalf of Senate. Wandel and Vigna. Carried. Wandel presented the academic regulation revision of the invalid combination of the Diploma of Sustainability with the Environment, Resources and Sustainability Honours and Joint degrees. There was a motion to recommend that Senate approve the academic regulation revision. Wandel and Acheson. Carried.

Science. Barra presented an overview of the material provided from the Faculty of Science, which was received for information.

4. REGISTRARS OFFICE

New Undergraduate Scholarships, Awards, And Bursaries. This item was received for information. Clarification was provided on faculty funds as a method of financing, along with the number of scholarships, awards, and bursaries that are financed this way.

5. CLASS DELIVERY MODES

Coghlin presented an overview of the Class Delivery Modes proposal provided, and informed Council that Senate Graduate & Research Council (SGRC) had reviewed the proposal but did not endorse it as they required more clarity for the proper applicability to the graduate level. Members discussed: the relationship to class delivery modes to the calendar; concerns with scheduling; clarification on hyflex classes which are not currently offered at the university; the importance of ensuring that blended classes do not increase the workload for students by adding an online component without reducing the scheduled in-person hours, and how this will be communicated to instructors and students; how courses with non-online components outside of scheduled classes are captured; the lack of regulation for the number of scheduled hours per course; and concerns with the wording of the blended definition. Members proposed the revision that “instructors” in Class Delivery Mode Definitions section be replaced with “units”. There was a motion to recommend to Senate the approval the Class Delivery Modes, with the proposed revision. Newell Kelly and Charbonneau. Carried with two abstentions. Members committed Council to review the class delivery modes again in one year’s time.

6. CLASS COMPONENTS

Coghlin presented an overview of the Class Components proposal and informed Council that SGRC had reviewed the proposal and endorsed the proposal. Members discussed: Oral conversation (ORL) for courses teaching English, such as those offered at the Renison's English Language Institute (ELI), would have conversations in English; clarification on which component online labs fall under; how tutorials are used by different faculties; the use of the term mid-term exams; and ensuring that any confusion by students with the new and revised definitions are addressed. Members also recommended an editorial change that definition for Online Activities (OA) be change from “are used” to “can be used” in the second sentence. There was a motion to recommend to Senate the approval the new and revised definitions of class components as presented. Newell Kelly and Grove. Carried. Members also committed Council to review the class components again in one year’s time.

7. ANNUAL MEETING SCHEDULE OF SENATE

The chair provided an overview of the potential amendments to the annual meeting schedule of Senate. Members were supportive of the change in the schedule of Senate.

8. SENATE GOVERNANCE REVIEW

The chair presented the sketch of SUC Subcommittees and led discussion, including: the membership of the subcommittees and including more Associate Deans, students, and AFIW representatives; balancing workload concerns; the amount of meetings for the curriculum subcommittee; how to streamline processes to have student and other units involvement earlier on in the approval process; the possibility of Senate delegating more authority and what would go to the Council for approval. The chair requested members provide feedback, the schedule of their Faculty Councils, and further ideas offline, and noted a revised version of the Sketch of SUC Subcommittees will be presented at the next meeting for further discussion.

9. OTHER BUSINESS

There was no other business.

10. NEXT MEETING

The next meeting is Tuesday 7 March 2023, 12:30 to 2:30 p.m. in NH 3318