

University of Waterloo
SENATE UNDERGRADUATE COUNCIL
Notice of Meeting

DATE: Tuesday, 19 September 2023
TIME: 12:30 p.m. – 2:30 p.m.
PLACE: NH 3318

Open Session

Item	Action
1. Declarations of Conflict of Interest - Excerpt from Senate Bylaw 1*	Information
2. Approval of the 20 June 2023 Minutes* and Business Arising	UGC
3. Academic Quality Assurance (Angela Christelis)	Information & Discussion
a. Upcoming IQAP Changes	
b. Process Changes for Program Review	
4. Undergraduate Degree Level Expectations (UDLE), Expectation 8. Diversity (Christine McWebb & Angela Christelis)	Discussion
5. Other Business	
a. Topics for Future Meetings	Discussion
6. Next Meeting: Tuesday 17 October 2023, 12:30 to 2:30 p.m. in NH 3318	

*material attached/to be distributed**

“SEN-C” to be recommended to Senate for approval (consent agenda)

“SEN-R” to be recommended to Senate for approval (regular agenda)

“UGC” to be approved on behalf of Senate & sent to Senate for information

11 September 2023

Tim Weber-Kraljevski
Governance Officer

Excerpt from Senate Bylaw 1

8. Declarations of conflict of interest

8.01	At the beginning of each meeting of Senate or any of Senate's committees or councils, the chair will call for members to declare any conflicts of interest with regard to any agenda item. For agenda items to be discussed in closed session, the chair will call for declarations of conflict of interest at the beginning of the closed portion of the meeting. Members may nonetheless declare conflicts at any time during a meeting.
8.02	A member shall be considered to have an actual, perceived or potential conflict of interest, when the opportunity exists for the member to use confidential information gained as a member of Senate, or any of Senate's committees or councils, for the personal profit or advantage of any person, or use the authority, knowledge or influence of the Senate, or a committee or council thereof, to further her/his personal, familial or corporate interests or the interests of an employee of the university with whom the member has a marital, familial or sexual relationship.
8.03	Members who declare conflicts of interest shall not enter into debate nor vote upon the specified item upon which they have declared a conflict of interest. The chair will determine whether it is appropriate for said member to remove themselves from the meeting for the duration of debate on the specified item(s).
8.04	Where Senate or a committee or council of Senate is of the opinion that a conflict of interest exists that has not been declared, the body may declare by a resolution carried by two-thirds of its members present at the meeting that a conflict of interest exists and a member thus found to be in conflict shall not enter into debate on the specified item upon which they have declared a conflict of interest. The chair will determine whether it is appropriate for said member to remove themselves from the meeting for the duration of debate on the specified item(s).

University of Waterloo
SENATE UNDERGRADUATE COUNCIL
Minutes of the 20 June 2023 Meeting
[in agenda order]

Present: Katherine Acheson, Janice Aurini, Veronica Austen, Monica Barra, Victoria Chu, Cecilia Cotton, Vivian Dayeh, David DeVidi (chair) Leeann Ferries, Jason Grove, Fatma Gzara, Anson Huang, Carol Ann MacGregor, Kristiina Montero, Catherine Newell Kelly, Isaac Ocampo, Theodore Thompson, Ryan Trelford, Chris Vigna, Johanna Wandel, Tim Weber-Kraljevski (secretary), Mike Wood

Resources/Guests: Angela Christelis, Jennifer Coghlin, Danielle Jeanneault, Carrie MacKinnon, Maysah Eid

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.

1. DECLARATIONS OF CONFLICTS OF INTEREST

No conflicts of interest were declared.

2. APPROVAL OF THE 9 MAY 2023 MINUTES AND BUSINESS ARISING

The following revisions were requested: The title of item 2 be corrected to “Approval of the 11 April 2023 Minutes and Business Arising”; for Item 3, under Software Engineering, add “page 120” to the third sentence so it reads “Grove provided an overview of the minor academic plan changes for Software Engineering and Software Engineering Sequence Change, highlight a typo in the material: on page 112 and page 120 under Science Course Electives, it should be it should be “four of”, instead of “three of.”; and correction of the spelling of Anson Huang’s name. The minutes were approved with the revisions without formal motion.

Members were informed of the results of the E-vote that occurred during 19 May 2023 to 26 May 2023 for the Motion to recommend that Senate approve the proposed academic regulation for Admissions Fraud, as revised to be effective 1 September 2023. Acheson and Newell Kelly. Carried.

3. CURRICULAR ITEMS FOR APPROVAL & INFORMATION

Arts. Acheson spoke to the new courses: DAC 402, FR 220, HIST 112, HIST 208, HIST 233, HIST 238, HIST 246, HIST 319, HIST 324, HIST 327, HIST 328, HIST 330, HIST 342, HIST 349, HIST 357, HIST 423, PHIL 125, PHIL 246, PSYCH 310, PSYCH 487, SOC 385, SOC 462, SOC 465, HRTS 398, INDENT 302, INDG 390, INNOV 200, INNOV 201, INNOV 300, INNOV 302, INNOV 311, and INNOV 411. Acheson also spoke to course changes for the School of Accounting and Finance, the Dean of Arts, Classical Studies, Communications Arts, English Language & Literature, Fine Arts, Germanic & Slavic Studies, History, Philosophy, Political Science, Renison University College, Religious Studies, Sociology and Legal Studies, Spanish & Latin American Studies, St Jerome's University, and United College, and course inactivations for History, Philosophy, Religious Studies, and Sociology and Legal Studies. A motion was heard to approve the new courses, course changes, and inactivations on behalf of Senate, as presented. Acheson and Vigna. Carried. Acheson presented an overview of the following new academic plans: Diploma in Restorative Justice and Restorative Justice Specialization for Conrad Grebel University College; and Social Innovation and Impact Minor for United College. A motion was heard to recommend Senate approve the new academic plans, as presented. Acheson and Montero. Carried. Acheson presented the major modification for Diploma in Studies in Islam for Renison University College. A motion was heard to recommend Senate approve the major modification, as presented. Acheson and Montero. Carried. Acheson presented the minor academic plan change for Honours English – Creative and Professional Writing. A motion was heard to approve the minor academic plan change on behalf of Senate, as presented. Acheson and Auston. Carried. Acheson also presented on the following minor academic plan changes for: Honours Communication Arts and Design Practice; the Digital Arts Communication Minor; Three-Year General Peace and Conflict Studies; Four-Year General Peace and Conflict Studies; Honours Peace and Conflict Studies; Peace and Conflict Studies Minor; Three-Year General English - Literature and Rhetoric; Four-Year General

English - Literature and Rhetoric; Honours English - Literature and Rhetoric; Three-Year General English - Language and Literature; Four-Year General English - Literature and Rhetoric; Honours English - Literature and Rhetoric; Four-Year General English – Literature; Honours English – Literature; Three-Year General English - Literature and Rhetoric; Four-Year General English - Creative and Professional Writing; Four-Year General English - Rhetoric, Media, and Professional Communication; Honours English - Creative and Professional Writing; Honours English - Rhetoric, Media, and Professional Communication; Three-Year General Gender and Social Justice; Four-Year General Gender and Social Justice; Honours Gender and Social Justice; East Asian Studies Minor; Indigenous Entrepreneurship Minor; and Indigenous Studies Minor. Members discussed: ERS 275 under the Indigenous Studies Minor should be corrected to ERS 200. A motion was heard to approve the minor academic plan change on behalf of Senate, with the noted revision. Acheson and Montero. Carried.

4. REGISTRAR'S OFFICE

Course Delivery Modes: Coghlin provided an overview of the material provided, highlighting the changes approved by Senate Graduate & Research Council (SGRC) at their previous meeting. Members discussed: the changes made by SGRC; the purposes of the definitions; and concerns that definition of Online includes both asynchronous and synchronous which does not serve students in course selection prior to scheduling. A motion was heard to recommend Senate approve the Course Delivery Modes, as presented. Newell Kelly and Ferries. Carried.

5. OTHER BUSINESS

Effective Dates, 2023-24: Jeanneault proved an updated effective date chart to match for information.

Ad-hoc IQAP Processes: Christelis informed members of updates to IQAP processes including that: the stand-alone minors are pausing review for now, while work is being done on a template tailored to minors; changes to the shelf-study deadline, timeline changes with progress reports and site visits, and site visits will be moving to in person for programs where the space is necessary.

The chair recognized that it was Monica Barra's last meeting and thanked her for her service to the Council.

With no further business, the meeting adjourned.

6. NEXT MEETING

The next meeting is Tuesday, 19 September 2023, 12:30 to 2:30 p.m. in NH 3318

29 August 2023

Tim Weber-Kraljevski
Governance Officer