

**University of Waterloo**  
**SENATE UNDERGRADUATE COUNCIL**  
**Minutes of the December 9, 2025 Meeting**

**Present:** Katherine Acheson, Faisal Al-Faisal, Veronica Austen, Makenzie Campbell, Benoit Charbonneau, Laura Deakin, David DeVidi [Chair], Tanraj Dulai, Leeann Ferries, Jason Grove, Cathy Newell Kelly, Tony Ly [Secretary], Carol Ann MacGregor, Sean Meehan, Damian Mikhail, Sharon Roberts, Helena Shilomboleni, Robert Stark, Victoria Swanson, Johanna Wandel, Richard Wikkerink, William Wong

**Resources/Guests:** Melissa Benjamin, Graham Brown, Angela Christelis, Jennifer Coughlin, Donna Ellis, Victoria Feth, Paul Fieguth, Jennifer Gillies, Danielle Jeanneault, Carrie MacKinnon Molson, Diana Skrzydlo, Gregory Smith

**Regrets:** Victoria Chu, Tom Duever, Vivek Goel, Valery Lai, Cynthia Richard, Anoushka Saha

**Organization of Meeting:** David DeVidi took the chair and Tony Ly acted as secretary. The secretary advised that quorum was present.

## **1. Governance Resources**

### **2. Approval of the Agenda and Minutes**

Council heard a motion to approve the agenda and minutes. MacGregor and Deakin. Carried.

#### **2.1. Conflict of Interest**

No conflicts of interest were declared.

#### **2.2. Approval of the Agenda and Consent Items**

Council heard a motion to approve or receive for information the items of the consent agenda. Kelly and Deakin. Carried.

#### **2.3. Minutes of the September 30, 2025 Meeting**

A member noted a minor amendment to the attendance list. Council approved the minutes of the meeting as amended.

#### **2.4. Business Arising from the Minutes**

There was no business arising from the minutes.

## **3. Consent Agenda**

Council received for information items 3.1.1 and 3.2 and approved items 3.1.2. – 3.1.4 on behalf of Senate.

## **4. Regular Agenda**

### **5. Chair's Remarks**

The Chair acknowledged a retiring council member, Cathy Newell Kelly, for years of service. Updates to the Quali tool and upcoming enhancements were noted. The Chair highlighted ongoing work under the Accessible Education Project, including policy development and operational standardization.

### **6. Student Academic Disability Accommodations Policy**

Brown and Gillies provided a presentation on the proposed Student Academic Disability Accommodations Policy and solicited feedback from council members. The policy formalizes and strengthens existing accommodation guidelines. Broad consultation has occurred, with additional feedback being solicited. Key discussion points included: Roles and decision-making authority (e.g., Chairs, Associate Deans, and instructors); Clarity on grievance and dispute processes (e.g., timeline for formal/informal disputes); Scope of the policy relative to documentation and unit responsibilities; and overall consistency with existing policies and practices across Faculties and AFIW. An updated draft will be brought forward to council for information.

### **7. Implementing Essential Requirements within Academic Programs**

Ellis, Feth, and Skrzydlo presented information about implementing essential requirements within academic programs. Feedback was requested on the working definition and processes for implementing essential requirements. Key discussions points included: Importance of transparency for students and instructors; Relationship between essential requirements and learning outcomes; Applicability at the program versus course level; Need for examples, clarity, and avoidance of ableist assumptions; and consideration of legal,

accessibility, and disciplinary differences. There will be ongoing consultation with instructors and other stakeholders.

#### **8. Generative AI Consultation**

Fieguth and Smith provided a presentation on Generative Artificial Intelligence that included proposed principles and infrastructure models. Council members were invited to submit further feedback after the presentation. Key discussions points included: Recognition of rapid adoption and urgency for institutional guidance; Development and implementation of an AI framework focused on student experience, data protection, and data sovereignty; and environmental impact, governance, and variability of use cases across campus. There will be ongoing consultation and communication is forthcoming to the campus community.

#### **9. Senate Alternative Credentials Committee**

The Chair presented a framework for the Senate Alternative Credentials Committee (SACC). Historical context for the creation of the Alternative Credentials Approval Committee (ACAC) was provided. SACC will operate similar to ACAC and report to Senate annually. The proposal recently received feedback from Senate Graduate Council and Senate Executive Committee. SACC as a separate Senate committee will operate more efficiently rather than being a subcommittee. The report from SACC will provide transparency when it is submitted to Senate. A council member recommends that SACC should also hold in-person meetings and not just work asynchronously and online only. Council members recommend adding an AFIW member on SACC. Members discussed the terms of reference, academic integrity, committee composition, and alignment with existing governance structures. The Chair clarified that AFIW credentials may only need to go through AFIW governance processes if it does not include the University of Waterloo name.

A motion was heard to recommend that Senate approve the Senate Alternative Credentials Committee (SACC) proposal as presented/amended. Kelly and Deakin. Carried. There were 5 noted abstentions.

#### **10. Items removed from the Consent Agenda**

No item was removed from the consent agenda.

#### **11. Other Business**

No other items of business were identified.

#### **12. Adjournment**

With no further business, the meeting was adjourned. The next meeting of the Senate Undergraduate Council will be held on February 4, 2026 from 10:00 a.m. - 12:00 p.m.