University of Waterloo
SENATE UNDERGRADUATE COUNCIL
Minutes of the 10 November 2020 Meeting
[in agenda order]

Present: Katherine Acheson, Veronica Austen, Monica Barra, Harleen Bhandal, Benoit Charbonneau, Victoria Chu, Martin Cooke, Daniel Davison, Vivian Dayeh, Abigail De Souza, David DeVidi (chair), Leeann Ferries, Brendon Larson, Cathy Newell Kelly, Jeremy Pittman, Francis Poulin, Reginald Somera, Megan Town, Cristina Vanin, Chris Vigna, Rebecca Wickens (secretary), Richard Wikkerink

Resources: Blair Clarance, Jennifer Coghlin, Danielle Jeanneault, Amanda McKenzie, Alyssa Voigt

Guests: Pam Charbonneau (5), Steve Furino (6), Melissa Holst, William Power (4), Nasim Shojayi (5)

Regrets: Rachel Bruce, Kofi Campbell, Amanda Morin

Organization of Meeting: David DeVidi took the chair, and Rebecca Wickens 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 6 OCTOBER 2020 MINUTES AND BUSINESS ARISING
The minutes were approved without formal motion. There was no business arising from the minutes.

3. CURRICULAR ITEMS FOR APPROVAL & INFORMATION
   Engineering. Davison presented the engineering submission, highlighting: course changes for approval, a minor plan modification for information, and temporary calendar deviations due to the pandemic for information. There was a motion to approve or receive the items, as appropriate, on behalf of Senate. Davison and Charbonneau. Carried.

   Environment. Larson presented course changes, noting that the economics department was consulted with respect to GEOG 311 and 411. There was a motion to approve the course changes on behalf of Senate. Larson and Ferries. Carried.

4. ACADEMIC PROGRAM REVIEWS
   Items a and b were received for information.

   Two-Year Report – Chemistry BSc. Council’s reviewer noted that the report is positive, clear and explains how the department responded to the recommendations from the assessment. Discussion included: item 13 and how “chronic low enrollment” is quantified; the attention given to student experience and facilities upgrades. Following discussion, there was a motion to approve the report on behalf of Senate. Cooke and Davison. Carried.

5. UPDATE RE: FALL READING WEEK
Pam Charbonneau and Nasim Shojayi took members through a presentation, highlighting: the learnings from the first fall reading week pilot; the ongoing assessment of the second fall reading week pilot; the intent to bring a recommendation forward for decision in fall 2021; data comparing effectiveness of first pilot to the second; positive feedback, in particular, re: mental health impact; importance of consistent communications around the purpose of the fall and winter reading weeks; expectations re: graduate students (balancing roles as students and employees), and work being done with the GSPA; benefits of reducing scheduled meetings for employees during that period as well.
6. UPDATE RE: UNDERGRADUATE COMMUNICATION OUTCOMES INITIATIVE
Steve Furino and David DeVidi spoke to: the strategic importance of this initiative and rationale for centralizing oversight; the optimal approach to teaching these courses and related financial implications; ensuring there is financial stability to allow for long term planning; proposed governance structure; intention to bring a motion forward in early 2021. Discussion included: timeline for implementation; consultations and communications with the Deans for 2021 planning purposes; cost per student per course; the central commitment to communications skills; potential to use this as a model for other pan-university initiatives.

7. STRATEGIC PLAN IMPLEMENTATION
Members heard: proposals coming forward will be at a high-level with room for groups like this to get into more detail on implementation; there is more to come in the next few weeks. In discussion, members asked where lifelong learning fits into the existing governance structure, and commented on the importance of appropriate oversight to Waterloo’s reputation.

8. OTHER BUSINESS.
There was no other business.

9. NEXT MEETING
The next meeting is 15 December 2020, 12:00 noon – 2:00 p.m. via Teams.