University of Waterloo  
SENATE UNDERGRADUATE COUNCIL  
Minutes of the 10 September 2019 Meeting  
[in agenda order]

Present: Katherine Acheson, Veronica Austen, Kofi Campbell, Benoit Charbonneau, Victoria Chu, Martin Cooke, Vivian Dayeh, David DeVidi (chair), Leeann Ferries, Paul Fieguth, Alysia Kolentsis, Brendon Larson, Bruce MacVicar, Clare Mitchell, Cathy Newell Kelly, Marlee Spafford, Chris Vigna, Rebecca Wickens (secretary), Richard Wikkerink, Dan Wolczuk

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

Guests: Anne Fannon, Francis Poulin, Stefan Steiner

Absent: Joe Barcellos, Carly Benson, Thomas Dedinsky, Matthew Gerrits, Cristina Vanin*, Tiana Zhao  
*regrets

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 18 JUNE 2019 MINUTES AND BUSINESS ARISING  
The minutes were accepted as presented without formal motion. There was no business arising.

3. CURRICULAR ITEMS FOR APPROVAL & INFORMATION

Applied Health Sciences. Following an overview by Ferries, there was a motion to recommend that Senate approve the new rehabilitation sciences specialization and related inactivation of the rehabilitation sciences minor as presented, effective 1 September 2020. Ferries and Vigna. Carried. Ferries presented the plan changes and new courses, following which there was an omnibus motion to approve those items on behalf of Senate. Ferries and Acheson. Carried.

Arts. Following a brief description of the revision and rationale, there was a motion to approve the course change as presented, effective 1 September 2020. Acheson and Ferries. Carried.

Science. Spafford took members through the new courses, course changes and inactivated courses, noting the new capstone courses, statistics course, and reactivations of certain chemistry courses and labs. There was a motion to approve the proposed new courses, course changes and inactivation of courses on behalf of Senate. Spafford and Dayeh. Carried.

Spafford spoke to the plan changes, highlighting: changes related to the creation of new courses, reactivations and inactivations presented in Section A of the science submission; the introduction of a 70% core average for honours co-operative medicinal chemistry due to the demanding nature of the program; the review of the materials and nanosciences programs, leading to a number of changes; the changes to all co-op plans except BSc psychology to reduce the number of required work term reports from four to three. Spafford also presented regulatory changes, including the previously mentioned changes to co-op work term report requirements, term unit load, course grades and credits, upgrading BSc, and repeating and counting course regulations and procedures.

Discussion included: clarification around the revisions to the repeating and counting course regulations; how the retroactivity for the reduced work term report requirement will work; the changes to the core average for honours co-operative medicinal chemistry – how it is calculated, how students are made aware of their standing and the fallback if they do not achieve the average.
Following discussion there was a motion to (a) recommend that Senate approve the proposed addition of capstone courses to the Honour Biology, Environmental Biology Specialization (Reg. & Co-op) and Honours Environmental Science, Ecology Specialization (Reg. & Co-op), changes to the honours material and nanosciences plans, changes to co-operative education requirements, and changes to regulations and procedures, and (b) approve the remaining plan changes proposed by science on behalf of Senate. Spafford and Campbell. Carried.

4. REGISTRAR’S OFFICE
50% Rule. Members heard: this is part of the ongoing work to harmonize and centralize academic regulations and procedures, where possible; this rule is new for mathematics and engineering, but is already in place for the other faculties. There was a motion to recommend that Senate approve the regulation as presented. Newell Kelly and Ferries. Carried.

Academic Calendar Dates and Guidelines. Newell Kelly spoke to the proposed dates and guidelines, noting they have been approved at Senate Graduate and Research Council; the dates for the reading weeks include Thanksgiving and Family Day; the intention that the reading weeks encompass the weekends and holidays at the beginning and end of the breaks. Discussion included: deadlines for submitting grades following exams; messaging to be issued regarding the reading weeks; the possibility of adding another study day in the spring term; a correction to the last day of the co-op work term (December 23 not 24). Following discussion and subject to the correction re: the co-op work term date, there was a motion to recommend that Senate approve the academic calendar dates and guidelines as presented. Newell Kelly and MacVicar. Carried.

Absence from Studies. Newell Kelly updated members on the discussion at June Senate and request for clarifications, and indicated that the motion is being resubmitted to September Senate for decision.

5. CO-OPERATIVE EDUCATION COUNCIL
PD Course. Following presentation of the course by Fannon, there was a motion to approve the course on behalf of Senate. Wikkerink and Charbonneau. Carried.

6. ACADEMIC PROGRAM REVIEWS
Academic Program Reviews – Status. This item was received for information.

Handling of Final Assessment Reports and Two Year Program Reviews. This item was received for information.

[Spafford and Charbonneau withdrew for discussion and decision on the final assessment reports for Mathematical Studies and General and Honours Science.]

FAR – Math/Business, Math/CPA, Math/FARM. Reviewers indicated that they were pleased with the reports and responsiveness to suggested changes. Discussion included: progress on significant recommendations; how to respond to feedback from students interested in having more tailored course content. There was a motion to approve the report on behalf of Senate. Wolczuk and Vigna. Carried.

FAR – Mathematical Studies. The reviewers commented that the report is solid and the program was responsive to questions and recommended changes. There was a motion to approve the report on behalf of Senate. Wolczuk and Kolentsis. Carried.

FAR – General and Honours Science. Reviewers commented favourably on the report and responses to questions and recommendations. There was discussion around the finding that students in the program feel that the program is negatively perceived – the similarity to concerns in Mathematical Studies, whether this could be worded differently without undermining the importance of the concern, and options for responding to this feedback. There was a motion to approve the report on behalf of Senate. Larson and Wolczuk. Carried. McKenzie and Voigt will discuss wording around student perceptions with Spafford following the meeting.
2-Year Report – Statistics and Actuarial Science. Council’s reviewer noted: excellent progress has been made against significant recommendations; where the schedule has been amended, the changes are reasonable and credible. There was a motion to approve the report on behalf of Senate. Acheson and Campbell. Carried.

7. OTHER BUSINESS
There was no other business.

8. NEXT MEETING
The next meeting is scheduled for Tuesday 8 October 2019, 12:00 noon to 2:00 p.m. in NH 3318.

1 October 2019

Rebecca Wickens
Associate University Secretary