University of Waterloo
SENATE UNDERGRADUATE COUNCIL
Minutes of the 8 October 2019 Meeting
[in agenda order]

Present: Katherine Acheson, Carly Benson, Matthew Casale, Benoit Charbonneau, Martin Cooke, Vivian Dayeh, David DeVidi (chair), Lecann Ferries, Paul Fieguth, Matthew Gerrits, Alysia Kolentsis, Brendon Larson, Bruce MacVicar, Clare Mitchell, Cathy Newell Kelly, Marlee Spafford, Cristina Vanin, Chris Vigna, Rebecca Wickens (secretary), Richard Wikkerink, Dan Wolczuk

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

Guests: Sacha Geer, Heather Westmorland

Absent: Joe Barcellos, Kofi Campbell*, Victoria Chu*, Amanda Morin, 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 10 SEPTEMBER 2019 MINUTES AND BUSINESS ARISING
Subject to addressing a change in engineering student representatives in the attendance, the minutes were accepted as presented without formal motion. There was no business arising.

3. CURRICULAR ITEMS FOR APPROVAL & INFORMATION
Arts. Following a brief overview, there was a motion to approve the change to the prerequisite for AFM 341 as presented. Acheson and Charbonneau. Carried.

Engineering. Fieguth spoke to Section I of the submission, including the rationalization of options resulting in the inactivation of certain options, as well as proposed changes to the complementary studies electives (CSE) list. Following discussion re: the implications of adding courses to the CSE list and the consultation that should take place, there was a motion to approve the changes to the CSE list on behalf of Senate and to recommend that Senate approve the inactivation of the mathematics option, water resources option and computer engineering option, effective 1 September 2020. Fieguth and Spafford. Carried.

Following an overview of Section II of the submission re: minor plan changes and courses changes in nanotechnology engineering, there was a motion to approve those items on behalf of Senate effective 1 September 2020. Fieguth and MacVicar. Carried.

Fieguth took members through Section III of the submission, including minor plan changes, course changes and new specializations for architectural, civil, environmental and geological engineering, noting that the water resources specialization will replace the inactivated water resources option. There was a motion to approve the minor plan and course changes on behalf of Senate and to recommend that Senate approve the new specializations for architectural, civil, environmental and geological engineering as outlined in Section III of the submission. Fieguth and Gerrits. Carried.

Fieguth spoke to Section IV of the submission regarding changes to electrical engineering and computer engineering plans and calendar pages, including: minor, housekeeping changes to plans, course changes and inactivations, and changes to the communication requirement for students in the 1A term of electrical engineering and computer engineering. Following discussion re: the communication requirement, resource implications in arts and what consultation had taken place, Fieguth agreed to withdraw the items in the first bullet of Section IV,
subsection c from consideration pending further review and discussion in engineering and arts. There was a motion to approve the remaining items outlined in Section IV on behalf of Senate, effective 1 September 2020. Fieguth and Charbonneau. Carried.

Following presentation of Section V of the submission re: changes in the management sciences option and management engineering, there was a motion to approve those items on behalf of Senate, effective 1 September 2020. Fieguth and Gerrits. Carried. The first Section VI re: mechatronics engineering was received for information and there was a motion to approve the items in the second Section VI re: biomedical engineering on behalf of Senate, effective 1 September 2020. Fieguth and Vigna. Carried. Following an overview of Section VII of the report re: plan and course changes in systems design engineering, there was a motion to approve those items on behalf of Senate, effective 1 September 2020. Fieguth and Gerrits. Carried.

**Environment.** Following an overview, there was a motion to approve the new, revised and inactivated courses outlined in attachment 1 to the environment submission, effective 1 September 2020. Larson and Mitchell. Carried. Larson presented minor revisions to environment and business and international development plans, following which there was a motion to approve those revisions on behalf of Senate, effective 1 September 2020. Following a brief overview of the new geography and environmental management (GEM) aviation specialization and minor revisions to the business option, GEM specializations and diploma in ecological restoration and rehabilitation, there was a motion to approve the revisions to the option, specializations and diploma on behalf of Senate and to recommend that Senate approve the new GEM aviation specialization, effective 1 September 2020. Larson and Charbonneau. Carried. Larson spoke to the increase in the number of online courses and the proposed regulatory change to allow students to audit online courses. There was a motion to recommend that Senate approve this regulatory change, effective 1 September 2020. Larson and Newell Kelly. Carried.

**Mathematics.** Charbonneau spoke to the plan changes outlined in Section 2 of the submission, as well as the regulatory changes in Section 4 of the submission. Following discussion re: the number of students impacted by and plans to communicate the retroactive change outlined in Section 2.3, there was a motion to approve the plan changes on behalf of Senate and to recommend that Senate approve the regulatory changes as outlined in the submission. Charbonneau and Wolczuk. Carried. Members discussed the implications for scheduling and student contact hours with the addition of scheduled test slots, and heard that this is formalizing a practice already followed by the Faculty. There was a motion to approve the new courses, course changes and course inactivations outlined in the catalog report on behalf of Senate. Charbonneau and Wolczuk. Carried.

**Science.** There was a motion to approve the aviation course changes on behalf of Senate, effective 1 September 2020. Spafford and Acheson. Carried.

**Software Engineering.** Following an overview of the proposed plan changes, there was a discussion regarding the implications of adding courses from other Faculties as electives and the consultation necessary. There was a motion to approve the plan changes on behalf of Senate, effective 1 September 2020. Fieguth and Charbonneau. Carried.

4. Registrar’s Office

**Reading Week.** Newell Kelly informed members that the language approved last meeting to clarify the days included in a reading week has been implemented in the 2019-20 calendar. Members discussed communication plans regarding reading weeks more generally, noting that clarification regarding expectations would be helpful.

5. Student Success Office

**Global Experience Certificate.** Members heard that the staff in the Student Success Office conducted a thorough review of the list of courses counting towards the Global Studies course requirement, and have proposed a new list for the 2020-21 calendar. Discussion included: the rationale for including such an extensive list; ensuring the certificate is accessible to students from all six Faculties; the intent to show exposure not mastery. Following discussion there was a motion to approve the proposed change to the Global Experience Certificate. Spafford and Gerrits. Carried.
6. **Framework for the Assessment of Unauthorized Collaboration Involving Undergraduate Students**
Members heard: following endorsement by this council, the framework was approved by Executive Council with a few revisions; the revisions were circulated to the associate deans for review; the document will be sent to the Secretariat for inclusion on the guidelines page of the website and in the list of related documents in Policy 71.

7. **Academic Program Reviews**
This item was received for information.

8. **Other Business.**
The chair reported on the information session held prior to the meeting, including the intent to streamline submissions and processes so as to free up time at meetings to discuss academic matters arising out of the strategic plan.

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

5 November 2019

Rebecca Wickens
Associate University Secretary