Present: Katherine Acheson, Veronica Austen, Kofi Campbell, Benoit Charbonneau, Victoria Chu, Daniel Davison, Vivian Dayeh, David DeVidi (chair), Leeann Ferries, Brendon Larson, Amanda Morin, Cathy Newell Kelly, Gavin Orrok, Marlee Spafford, Cristina Vanin, Chris Vigna, Rebecca Wickens (secretary), Richard Wikkerink, Dan Wolczuk

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

Absent: Joe Barcellos, Carly Benson, Rachel Bruce, Matthew Casale, Martin Cooke, Matthew Gerrits, Bruce MacVicar*, 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 DECEMBER 2019 MINUTES AND BUSINESS ARISING
The minutes were accepted as distributed. There was no business arising.

3. CURRICULAR ITEMS FOR APPROVAL & INFORMATION

Applied Health Sciences. Ferries spoke to the new course, but indicated that it is being withdrawn and will be resubmitted following consultation with Science regarding related courses. Ferries spoke to the proposed agreement with Conestoga College, including the existence of previous agreements, rationale for and benefits of this type of arrangement. Discussion included: whether/how Waterloo advertises this arrangement to students; the benefits of streamlining admissions pathways; Waterloo communications requirements for Conestoga transfer students; the note regarding the co-op program. There was a motion to recommend that Senate approve the admission, transfer credit and progression requirements outlined in the articulation agreement with Conestoga College as presented. Ferries and Acheson. Carried.

Engineering. Davison presented the architecture course and plan changes together, noting the rationale for raising the passing grade in the studio courses from 50% to 60%. Discussion included: the impact on students transferring from architecture to programs where the passing grade is 50%; how the same concerns are addressed in other programs; how the higher passing grade is communicated; the pros and cons of withdrawing this item for further consultation. There was a motion to approve the course and minor plan changes on behalf of Senate. Davison and Wolczuk. Carried with two abstentions.

Environment. Larson presented two new courses and several course changes. Following discussion of the title of INTEG 240 and possible overlap with courses offered in arts, INTEG 240 was withdrawn pending consultation with arts. There was a motion to approve the remainder of the submission on behalf of Senate. Larson and Campbell. Carried.

Renison. Campbell took members through the report. There was a motion to approve the submission on behalf of Senate. Campbell and Ferries. Carried. It was noted that it would be beneficial to look at mature student entry in a holistic manner.

Science. Spafford withdrew the inactivation of EARTH 321 noting that it was included in error. Spafford presented the remainder of the submission. There was a motion to approve the course and plan changes on behalf of Senate. Spafford and Charbonneau. Carried.
4. Academic Program Reviews
Items a and b were received for information.

FAR – English Language Studies. Council’s reviewers noted the strong reputation of the program, recommendations and timelines, and challenges around fluctuations in enrollment and workload. Following a discussion, there was a motion to approve the report on behalf of Senate. Campbell and Vigna. Carried.

FAR – Italian Studies. Discussion included: the quality of the report; suggestions and clarifications made; receptivity to feedback; the benefits of undergoing review. There was a motion to approve the report on behalf of Senate. Acheson and Austen. Carried.

Two-year Report – Engineering. Council’s reviewer provided written feedback, which was included in the report. Discussion included: the finding regarding student morale and how it was addressed; two typographical errors on page 70. Subject to correction of the two typographical errors, there was a motion to approve the report on behalf of Senate. Wolczuk and Davison. Carried.

5. Other Business.
The chair spoke to work being done by the Quality Assurance Office to map out cyclical review processes and assess where improvement can be made. Members heard that a proposal will be circulated for feedback.

Members heard that the chair will bring topics related to the strategic plan theme, developing talent for a complex future, to future meetings for discussion.

In response to an update regarding amendments being proposed to Policy 30, the chair indicated that the chair of the policy drafting committee will be invited to a future undergraduate operations committee meeting.

6. NEXT MEETING
The next meeting is scheduled for Tuesday 10 March 2020, 12:00 noon to 2:00 p.m. in NH 3318.

3 March 2020
Rebecca Wickens
Associate University Secretary