University of Waterloo  
SENATE UNDERGRADUATE COUNCIL  
Minutes of the 9 November 2021 Meeting  
[in agenda order]


Guests: Vince Di Ruzza, Heather Henderson, Monica Leoni

Resources: Angela Christelis, Blair Clarance, Joy Harris, Amanda McKenzie

Regrets: Kathleen Szajbely and Vivek Goel.

Organization of Meeting: Catherine Newell Kelly acted as acting chair until 2:00 p.m., at which point David DeVidi took the chair, and Danielle Jeanneault acted as interim 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 5 OCTOBER 2021 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

   Environment.
   • Larson introduced a course inactivation, highlighting it was only just created at the previous meeting but circumstances changed in the interim. There was a motion to approve the course inactivation on behalf of Senate. Larson and Acheson. Carried.

   Mathematics.
   • Charbonneau spoke to the new courses and several course changes, with the exception of changes to CS 136 and CS 146. There was a motion to approve these changes on behalf of Senate. Charbonneau and Larson. Carried.
   • Charbonneau spoke to the changes being made to CS 136 and CS 146 highlighting that CS 136 is taken by students across campus and that the Office of the Registrar will allow the corequisite coding anomaly. There was a motion to approve these changes on behalf of Senate. Charbonneau and Blokhuis. Carried.
   • Charbonneau spoke to the effective date correction being made to four CS courses, highlighting the need due to the timing of the CS 136L requisite implementation. There was a motion to approve these changes on behalf of Senate. Charbonneau and Davison. Carried.
   • Charbonneau took members through the major modification to the computational major and minor academic plans, highlighting the need to clarify broad requirements and build in breadth when choice is made available. There was a motion to recommend that Senate approve the proposed new plans as presented. Charbonneau and Barra. Carried.
   • Charbonneau spoke to several minor plan modifications (items 5.1, 5.2, and 5.4), while further clarifying the reason PMATH 333 is being added as a requirement for the mathematical finance academic plan. There was a motion to approve these changes on behalf of Senate. Charbonneau and Acheson. Carried.
Charbonneau went through the consequences of implementing the CS 136/146 and CS 136L course changes to a number of academic plans on campus, noting that if other equivalent CS courses are allowed in the plan, CS 136L is not being added a plan requirement, whereas CS 136L is being added a plan requirement when CS 136/146 is a requirement (and not part of a choice list). There was a motion to approve these changes on behalf of Senate. Charbonneau and Barra. Carried.

Charbonneau walked through the two regulatory changes (items in 5.5) and for 5.5.1 indicated that students must leave the university and be readmitted in order to request the upgraded degree, and that other faculties also handle upgrade requests in a similar manner. There was a motion to approve these changes on behalf of Senate. Charbonneau and Acheson. Carried.

4. REGISTRAR’S OFFICE

University Jurisdiction. Coghlin spoke to the calendar text changes prompted by legal and immigration services in response to the pandemic. Discussion centered around new text being added for tuition and mandatory fees, and terminology consistency (guidelines, regulations, Policies). An amendment was made, changing to “Practical or unforeseen circumstances...”. There was a motion to recommend that Senate approve the proposed calendar text changes as presented, with the understanding that the text might change when attempting to address the wording concerns. The committee would like to see at the next meeting the changes sent to Senate. Coghlin and Davison. Carried.

Revised Academic Dates. Coghlin and Newell Kelly spoke to the need to bring revised 2022-23 academic dates to the committee in an attempt to better the student experience and align with other partner institutions. Concerns were raised and discussion occurred, centering around the following topics:

Process:
- The revisions are due to additional information made available to the University after the initial package of dates was approved in September and approval cycle is tight in order to have the dates fully approved before the publishing of the 2022-23 Undergraduate Studies Academic Calendar.
- There is always co-ordination with Laurier, who generally sets their dates later than Waterloo; this is the reason we weren’t made aware of the anomaly earlier.
- How did the University end up as an outlier among Ontario universities and do our Senate-approved guidelines need to be reviewed and potentially adjusted? The Registrar committed to consulting other institutions to gain better insights into how their academic dates are set, in order to inform the next set of dates (2023-2024).
- Revised dates were approved at Senate Graduate and Research Council yesterday.

Student experience:
- Alignment of the dates helps students:
  - The University has shared programs or agreements with other institutions (e.g., Laurier, Guelph).
  - Students have been encouraged to take courses on Letter of Permission at other institutions as a potential solution to access issues caused by the pandemic.
  - Students can choose to cross-register and take courses at Laurier.
- Co-op and Experiential Education was consulted and there is no concern about work term start/end dates, length, or recruitment cycle.
- Double degree students don’t need alignment of start dates; key alignment is Reading Week and end of classes/pre-exam study days/start of exams; new revised dates are in alignment with Laurier.

Employee experience:
- Alignment helps sessional instructors who teach at several institutions in the same term.
- Some fall-winter instructors are thankful for the extra time between those two terms, whereas some spring-fall instructors are concerned about a shortened break between those two terms.
o Subset of spring-fall instructors who are more inconvenienced are those teaching courses with a final exam.

There was a motion to recommend that Senate approve the proposed revised academic dates as presented. Coghlin and Charbonneau. Carried.

5. ACADEMIC PROGRAM REVIEWS

Final Assessment Report – Human Resources Management. The director and department chair addressed the progress made on recommendations since the report was written in 20219: staffing, creation of a new course, expanding the audience for the minor, HR Club and HR software, work-integrated learning, and marketing strategies. There were questions about the certificate creation for accounting and financial management students and raising enrolment caps. Members requested that recommendation #5 be rewritten as a better rationale was desired. There was a motion to approve the report on behalf of Senate. Acheson and Blokhuis. Carried.

Final Assessment Report – Spanish. Discussion centered around the low enrolment numbers for the various programs, and the department chair addressed the concerns by discussing the department’s proactive response regarding a shift of offerings, inactivation of some academic plans, creation of promotional videos for new courses, and participating in the creation of the cultural identities minor. There was a motion to approve the report on behalf of Senate. Acheson and Charbonneau. Carried.

6. STRATEGIC PLAN IMPLEMENTATION UPDATE

No update was provided due to lack of time.

7. OTHER BUSINESS

There was no other business.

8. NEXT MEETING

The next meeting is scheduled for Tuesday, December 14, 2021, 12:30 p.m. to 2:30 p.m. via Teams.

10 November 2021

Danielle Jeanneault
Interim Secretary to Council