



ACADEMIC COUNCIL MEETING
Undergraduate Studies Committee

AGENDA

Date: June 16, 2026

Time: 9:00 a.m. - 9:45 a.m.

[Zoom Videoconference Link \(registration required\)](#)

[USC Meeting Schedule and Materials 2025-2026](#)

No.		Topic	Lead	Suggested Start Time
PUBLIC SESSION				
1.		Call to Order and Land Acknowledgement	Chair	9:00 a.m.
2.		Agenda (M)		
3.		Chair's Remarks		
4.		Major Program Modification (Recommendation)		
	4.1	Frazer Faculty of Education: Bachelor of Education (Primary/Junior and Intermediate/Senior)* (M)	C. Elia	9:10 a.m.
5.		Minor Program Adjustment (Approval)		
	5.1	Faculty of Health Sciences: Bachelor of Health Sciences - Kinesiology – Advanced entry for Fitness and Health Promotion Graduates* (M)	J. McCabe	9:20 a.m.
6.		Cyclical Program Review (Approval)		
	6.1	18 Month Follow-up Report: Bachelor of Information Technology – Networking and Information Technology Security* (M)	K. McCartney	9:30 a.m.
7.		Consent Agenda: (M)	Chair	9:40 a.m.
	7.1	Public Minutes of the May 19, 2026 Meeting* (M)		
	7.2	Minor Curricular Changes: (I) 7.2.1 Course Change: <u>KINE 4200U</u>		
8.		Termination	Chair	9:45 a.m.

Sandra Grouette, Assistant University Secretary

*Documents attached

(C) Consultation

(D) Discussion

(I) Information

(M) Motion

UNDERGRADUATE STUDIES COMMITTEE REPORT

ACTION REQUESTED:

Recommendation	☒
Decision	☐
Discussion/Direction	☐
Information	☐

DATE: 16 June 2026

FROM: Frazer Faculty of Education

SUBJECT: Major Program Modification – Bachelor of Education (Primary/Junior and Intermediate/Senior)

COMMITTEE MANDATE:

In accordance with the Undergraduate Studies Committee (USC) Terms of Reference, USC has the responsibility “to examine proposals for new undergraduate degree programs and major changes to existing programs and to recommend their approval, as appropriate, to the Academic Council”.

MOTION FOR CONSIDERATION:

That USC hereby recommends to Academic Council the approval of the Major Program Modification to the Bachelor of Education programs to revise the program structure from four (4) accelerated semesters to three (3) accelerated semesters in order to align with provincial legislation mandating all Bachelor of Education programs in the province to move from a two-year model to a 12-month format.

BACKGROUND/CONTEXT & RATIONALE:

The Ontario government recently announced that all B.Ed programs within the system are to shift from a two-year model to a condensed, 12-month format program effective for May 2027. Final details from the Ontario Government regarding changes to B.Ed programs across the province are still forthcoming causing great angst for prospective students intent on applying for programs this Fall. This program modification will therefore enable the Faculty to present prospective students with a clearly defined program structure and map to assist in their decision-making process.

The Faculty is proposing the following changes in order to align the program with the new legislation:

- Adjusting the schedule from four accelerated semesters to three accelerated semesters, decreasing overall credit hours for the program from 60 credit hours to 45.
- Adjusting the following five courses plus additional electives from 3 credit hours to 1.5 credit hours: EDUC 2400U - Equity and Diversity, EDUC 2402U Teaching for Inclusion: Special Needs and Individualized Education, EDUC 2407U Mental Health Issues in Schools, EDUC 2404U - Education Law, Policy and Ethics, EDUC 3217U - Indigenous Knowledge, Environmental & Sustainability Education.
- Relocation of a number of courses within the program maps in order to align within the new three-semester timeframe for program completion.
- **Primary/Junior:**
 - o Merging two existing courses (EDUC 1308U – Mathematical Thinking and Doing, EDUC 2408U – P/J Coding and Communication) into one: EDUC 1308U.
 - o Removal of EDUC 24065U – Reflective Practice/Action Research (with some content to be migrated to Foundations courses – EDUC 1300U, 1305U, EDUC 2405U).
 - o Removal of EDUC 2401U - Learning in Digital Contexts, with some content migrated to Digital Literacy Courses (EDUC 1302U, EDUC 1306U).
- **Intermediate/Senior:**
 - o Merging two existing courses (EDUC 1310U – I/S Mathematical Thinking and Doing and EDUC 1311U – I/S Coding and Communication) into one: EDUC 1310U – I/S Mathematical Thinking and Doing, Coding and Communication.
 - o Removing EDUC 2403U – Independent Inquiry from the program map.

**Note: For all changes to individual courses noted above, appropriate curricular change forms will be submitted in the Fall allowing the Faculty time to consider and fully map all required adjustments to course attributes (i.e. pre-requisites, credit restrictions, course descriptions etc.).*

RESOURCES REQUIRED:

Transition Resources: The Ontario government is providing transitional one-time-only funding to support Faculties of Education with shifting from the 2-year program to the 1-year program.

Program Resources: Intake targets for individual B.Ed programs are established by a fixed, provincially regulated cap. The current faculty complement along with sessional instructors will support the new program format. As part of the new provincial university funding announcement, the WGU weight and rate was also adjusted to better support Education program costs.

TRANSITION AND COMMUNICATION PLAN:

There is no impact to current students, and we will be revising recruitment materials to align with the new program offering.

CONSULTATION AND APPROVAL:

- ✓ Curriculum Committee (MPM): 27 May 2026
- ✓ Faculty Council: 28 May 2026

- Undergraduate Studies Committee (Recommendation): 16 June 2026
- Academic Council (Approval): 23 June 2026

There has been no formal student consultation as the change has been mandated by the Ontario government, however, the proposed changes do provide clarity for many of the concerns raised by prospective students.

NEXT STEPS:

Pending the recommendation of USC, this change will be presented to Academic Council for approval. If approved, it will be included in the 2027-2028 Academic Calendar.

SUPPORTING REFERENCE MATERIALS:

[Bachelor of Education- Primary/Junior](#)

[Bachelor of Education – Intermediate/Senior](#)

UNDERGRADUATE STUDIES COMMITTEE REPORT

ACTION REQUESTED:

Recommendation ☐
Decision ☒
Discussion/Direction ☐
Information ☐

DATE: 16 June 2026

FROM: Faculty of Health Sciences

SUBJECT: Minor Program Adjustment – Bachelor of Health Sciences -
Kinesiology – Advanced entry for Fitness and Health Promotion
Graduates

COMMITTEE MANDATE:

In accordance with the Undergraduate Studies Committee (USC) Terms of Reference, USC has the responsibility “to approve minor program adjustments and report them to Academic Council for information.”

MOTION FOR CONSIDERATION:

That USC hereby approves the Minor Program Adjustment to update the transfer credit block for the Advanced Entry option for Fitness and Health Promotion Diploma students.

BACKGROUND/CONTEXT & RATIONALE:

This update will provide a more equitable transfer credit block awarded to Fitness and Health Promotion graduates entering the Bachelor of Health Sciences – Kinesiology program who are unable to complete the recently approved summer bridge option. Advanced-Entry students unable to complete the Bridge option will now be awarded additional transfer credit for KINE 2010U and KINE 2130U. This change will reduce the overall completion time from three to 2.5 years.

RESOURCES REQUIRED:

No additional resources are required.

TRANSITION AND COMMUNICATION PLAN:

FHP students will have the option to enroll in this pathway as of September 2027. Students starting in September 2026, and those who begin in September 2025, may have the option to join the new pathway pending approval. Academic Advising has been advised of the change and will communicate this change to students.

CONSULTATION AND APPROVAL:

- ✓ Curriculum Committee: 19 May 2026
- ✓ Faculty Council: 3 June 2026
- Undergraduate Studies Committee (for approval): 16 June 2026
- Academic Council (for information): 23 June 2026

NEXT STEPS:

Pending the approval of USC, this change will be presented for information to Academic Council and included in the 2027-2028 Academic Calendar.

SUPPORTING REFERENCE MATERIALS:

- [Minor Program Adjustment proposal](#)

UNDERGRADUATE STUDIES COMMITTEE REPORT

ACTION REQUESTED:

Recommendation	☐
Decision	☒
Discussion/Direction	☐
Information	☐

DATE: 16 June 2026

FROM: Centre for Institutional Quality Enhancement

SUBJECT: Cyclical Program Review - 18-Month Follow-up – Bachelor of Information Technology – Networking and Information Technology Security

COMMITTEE MANDATE:

In accordance with Article 8 of the Ontario Tech University Institutional Quality Assurance Process (IQAP) Cyclical Review and Auditing Procedures, eighteen months following the completion of a program review the Dean will prepare a brief follow up report and “A summary of the progress report will be approved by the appropriate standing committee of Academic Council”. This summary report will be reported to Academic Council for information and subsequently posted to the Ontario Tech corporate website.

MOTION FOR CONSIDERATION:

That USC hereby approves the 18-Month Follow-Up Report from the Bachelor of Information Technology – Networking and Information Technology Security Cyclical Program Review, as presented.

BACKGROUND/CONTEXT & RATIONALE:

Eighteen months after the completion of a program review the Faculty is asked to report on the progress to date in implementing the agreed upon plans for improvement. The report is sent to the Academic Resource Committee for review and further follow-up, if required.

RESOURCES REQUIRED:

The Faculty's plans to address any remaining resource needs are outlined in the 18-Month report. Information and support will be required from various areas of the University in order to implement the plan as originally agreed.

COMPLIANCE WITH POLICY/LEGISLATION:

The Ontario Universities Council on Quality Assurance (Quality Council), established by the Council of Ontario Universities in July 2010, is responsible for oversight of the Quality Assurance Framework processes for Ontario Universities. The Council operates at arm's length from both Ontario's publicly assisted universities and Ontario's government. Under the Quality Assurance

Framework, academic programs must undergo a cyclical review at least every eight years following their implementation. The purpose of the cyclical program review is to critically examine the components of a program with the assistance of outside reviewers with the goal of continuous improvement. A program review's purpose is not solely to demonstrate the positive aspects of the program, but also to outline opportunities that will lead to improvements for the future.

NEXT STEPS:

Following the approval of USC, the report will be sent to Academic Council for information and posted to the University's website.

SUPPORTING REFERENCE MATERIALS:

- 18-Month Report Summary



18-MONTH FOLLOW-UP REPORT Cyclical Program Review

FACULTY: Faculty of Business and Information Technology
PROGRAM: Bachelor of Information Technology – Networking and Information Technology Security
DATE: April 20, 2026
PREPARED BY: Dr. Carolyn McGregor

This program review was completed in May 2025. The chart below outlines the progress that has been made in implementing the agreed upon plans for improvement.

Please provide as much detail and rationale as possible.

Implementation Plan Action Item(s) (corresponding recommendation # from reviewers' report)		Timeline	Status*	Comments from Dean on progress of implementation
	Program Committee - Program and Curricular Review:			
	<i>The Program Director with support from the Dean will complete the following by the end of the 25-26 Academic Year:</i> <i>-Ensure adequate planning and structure is put in place for the NITS program committee.</i>	<i>To be completed and progress reported to the dean at the end of 25-26 academic year.</i>	CONTINUOUS	The NITS area has been meeting regularly (twice every semester) to plan adequately. We have engaged the CEELCD (experiential) who have aided us in performing a thorough market assessment and competitive analysis

	<i>- Work with the Registrar's Office (RO) to gather information for market assessment and competitive analysis.</i> <i>- Ensure that the program committee meetings are routinely scheduled by the program director in order to review market assessment and competitive analysis from the RO, and curriculum upgrade incorporating new concepts and technologies.</i>			
	<i>-Discuss and recommend new concepts, topics, and technologies. Within our governance structure the recommended program and curriculum committee can be the same committee of all faculty in the NITS program who meet. Any items requiring approval can then proceed through governance to UEC, FC etc.</i>	<i>To be completed and progress reported to the dean at the end of 25-26 academic year.</i>	IN PROGRESS	The NITS area discusses curriculum at its regular meetings. In particular is considering the following new specializations: - the creation of a Secure DevOps specialization to address market needs - The creation of an AI specialization - The creation of a FinTech specialization The NITS area performs continuous updates of course contents and objectives based on emerging trends and market requirements. Target is to have these new specialisations go through governance in the 2026-27 academic year.
	<i>-Lead the Program Committee in a review of strengths and weaknesses and a threat analysis leading to a report to the dean and an implementation plan to capitalize on program strengths and create</i>	<i>Report to the dean to be completed by end of 25-</i>	IN PROGRESS	The NITS area has performed a SWOT analysis which is attached to guide the development of new curriculum specializations and modifications to existing courses.

	<i>strategies to mitigate risks relating to program weaknesses. This will build on the efforts already conducted as part of the cyclical program review.</i>	<i>26 academic year</i>		
	<i>Examine the security curriculum and determine if changes are needed. The committee will also look into opportunities for integration of our networking and security content if possible. The current course offering do however provide students with exposure to these topics.</i>	<i>Committee to report on any potential opportunities by end of 25-26 academic year.</i>	IN PROGRESS	The NITS area is currently (in an ongoing manner) examining the security curriculum for new opportunities to enhance the offerings. In particular, instructors looking to enhance course content with AI techniques/content. A campus-wide AI in learning strategy from the university is expected. The expansion of the Master of IT security program including the addition of a Governance field and the addition of the new PhD in Cybersecurity has resulted in the addition of a number of specialized graduate courses in security that are often cross-listed as electives for senior undergraduate students.
	<i>Develop a new PLO as recommended. The PD to arrange for the Program Review Committee to make this update to the program's PLOs</i>	<i>December 2025</i>	IN PROGRESS	The NITS area has commenced examining the PLO's and this will be completed by June..
	<i>Review of courses and their associated tutorial and lab components to evaluate the student learning opportunities beyond the lecture components for all courses. The PD will provide the Dean with a report of this review in order to determine future resourcing requirements.</i>	<i>Committee to report by end of 25-26 academic year.</i>	IN PROGRESS	The Associate Dean is leading an initiative to look at labs and tutorial FBIT-wide and this NITS specific review will be part of this initiative which will be completed by end August 2026.
	Additional Recommendations:			
	<i>FBIT has already received approval for a second technician that will enable the faculty to provide more</i>	<i>In progress and should be</i>	COMPLETED	We have hired this second technician. The original technician has now resigned and we have commenced a new hiring process to fill that role with

	<i>technical support for the networking and security labs. The hiring search process for this position has already commenced.</i>	<i>completed within weeks.</i>		the aim of them commencing by September, 2026 in time for the Fall semester.
	<i>The Dean will provide mentorship and guidance to the PD, to reestablish a program advisory committee (PAC) for this program as part of our strategy to establish/reestablish such committees for all our programs.</i>	<i>PAC to be formed and meet at least once by end of 25-26 academic year</i>	IN PROGRESS	The proposed membership for the PAC has been completed and approved by the Dean. First PAC meeting will occur before the end of June 2026.
	<i>The Dean will provide mentorship and guidance to enable the PD for NITS to work with the Director of the Institute for Cybersecurity and Resilient Systems to grow strategic partnerships that are aligned with networking and security. Continue to leverage relationships with industry partners through well-established internships.</i>	<i>Ongoing</i>	CONTINUOUS	Several members of the Institute for Cybersecurity and Resilient Systems have been forming new industry partnerships to support our growth of industry partnerships in this area.
	<i>The PD and the Program Committee will work on a plan to introduce Fortinet content to the technical security courses and if needed, provide the updated course information to UEC for progression through governance.</i>	<i>Committee to develop plan by end of 25-26 academic year and present to UEC if any course changes are required.</i>	COMPLETED	We are using Fortinet lab content in courses: INFR 3600, INFR 4690 and the NITS area has evaluated the use for additional labs (none required thus far).
	<i>A new hire in Networking and IT Security has accepted their offer and will commence on 1st July, 2025.</i>	<i>July 1, 2025 for new TF hire</i>	IN PROGRESS	We are currently performing the hiring process for this position as the prior hire had decided not to commence their position. We are currently in the shortlist interview stage for this position.

	<i>The new hire has direct, hands-on experience in industry-standard cybersecurity certifications and tools.</i> <i>The growth of high quality industry experienced sessionals is also a strategy of interest for the faculty . The Dean will work with the PD on a strategy to grow a pool of high quality industry experienced priority sessionals</i>	Ongoing for sessional hirings	CONTINUOUS	We are continually identifying qualified sessional instructors for the NITS courses on an as-needed basis.
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***Process Status Legend:**

Complete: Accomplished action item; no further steps required.

Continuous: Initial action item complete but requires ongoing monitoring and/or enhancement.

In Progress: Progress on the action item has been initiated but is not complete at this time. Outline all steps taken in the comment's column.

On Hold: Unable to complete due to other dependent factor(s).

Cancelled: Item no longer relevant or resources unavailable.

Additional comments:

(Add here any comments on the implementation of the plan for improvement – any challenges encountered, successes achieved as a result.)

This 18-month follow-up report will be sent to the Resource Committee for review. The Committee may recommend further monitoring of outstanding items on a case-by-case basis. A summary of this report will be prepared and approved by the appropriate standing committee of Academic Council (USC/GSC), reported to Academic Council, and posted on the Ontario Tech corporate website.

Next Scheduled Program Review: 2028-2030

ACADEMIC COUNCIL
UNDERGRADUATE STUDIES COMMITTEE (USC)

Minutes of the Public Session of the May 19, 2026 Meeting
via Videoconference
9:00 a.m. - 10:07 a.m.

Undergraduate Studies Committee Agenda & Materials 2025-2026

Present:

Mary Bluechardt, Chair
Martin Agelin-Chaab
Wendy Barber
Nicola Crow
Ana Duff

Christian Elia
Tyler Frederick
Randy Fortier
Andrew Hogue
Holly MacPherson

Janet McCabe
Kimberley McCartney
Jemma Tam
Adam Wingate

Regrets:

Jessica Boswell

Staff and Guests:

Sandra Grouette (Secretary)

1. Call to Order and Land Acknowledgement

The Chair called the Public Session of the Undergraduate Studies Committee (USC) Meeting to order at 9:00 a.m. and T. Frederick provided the Land Acknowledgement.

2. Approval of Agenda

Upon a motion duly made by R. Fortier and seconded by A. Hogue, the USC Agenda was approved as presented, including approving and receiving the Consent Agenda and its contents.

3. Chair's Remarks

The Chair highlighted that the meeting agenda reflects the University's ongoing student-first approach, emphasizing that discussions and decisions continue to be informed by student feedback and evolving industry needs. Members were also reminded that agenda timing is carefully planned to balance meaningful discussion with efficient meeting management.

4. New Program Proposal (Recommendation)

4.1 Faculty of Engineering and Applied Science: Bachelor of Engineering (Hons), Artificial Intelligence Engineering* (M)

M. Agelin-Chaab provided an overview of the proposed four-year interdisciplinary Bachelor of Engineering in AI Engineering program, designed to meet growing demand for AI professionals through a distinct engineering-focused approach, which is a key strength differentiating it from other AI specialization options. He advised that the proposal provides for the full range for engineering programming – Bachelor of Engineering in AI Engineering, Bachelor of Engineering and Management with AI engineering; Bachelor of Engineering and Co-op with AI engineering,

with primarily in-person delivery supported by some hybrid and online courses. Launch is proposed for Fall 2027, with enrollment projected to grow from 30 to 50 students within three years.

Upon a motion duly made by M. Agelin-Chaab and seconded by A. Duff, that USC hereby recommends to Academic Council the approval of the Bachelor of Engineering (Hons) in Artificial Intelligence Engineering program and the subsequent recommendation of the program to the Board.

5. Minor Program Adjustment (Approval)

5.1 Faculty of Business and Information Technology: Bachelor of Commerce* (M)

A. Hogue provided an update on a curriculum revision that will convert a course from a graduation requirement to an elective to reduce administrative burden on faculty. He also noted that enhancements to the course learning outcomes are being developed as part of a future revision.

Upon a motion duly made by A. Hogue and seconded by T. Frederick, that USC hereby approves the Minor Program Adjustment to remove XBIT 2500U as a required course for all majors within the Bachelor of Commerce program.

6. Academic Policy Instruments

6.1 Institutional Quality Assurance Process (IQAP) Policy and Procedures* (M)

The Chair thanked Members who submitted questions in advance and acknowledged the comprehensive responses provided by CIQE to both the advance questions and those raised at USC and Graduate Studies Committee (GSC) in April. Members were reminded that the supporting materials, including written responses to questions, were circulated in advance to support informed consideration of the proposed changes being presented for approval. The Chair also shared that the revisions are intended to support a more responsive and efficient framework aligned with a student-first approach benefiting students, faculty, and staff. Members were reminded that the motion for approval of the revised IQAP Procedures had been deferred from the previous meeting, and the Procedures being presented for approval at this meeting incorporate revisions made following feedback received.

K. McCartney addressed questions within an email received just prior to the meeting from a Member as well as other questions raised by the Member during the meeting.

K. McCartney highlighted the revised Procedures clarify delivery modes and program modifications, preserve faculty autonomy in curriculum processes, and streamline approvals while maintaining oversight and quality assurance standards.

With respect to non-credit micro-credential courses within degrees or diplomas, K. McCartney confirmed that any such courses would remain subject to existing curricular governance and approval processes, including faculty and committee review. She also noted that formal program modification approval would be required for any non-credit course mandated for degree completion, with parallel academic-credit courses often recommended to align with existing frameworks.

Regarding proposed revisions relating to Final Assessment Reports, faculty council review responsibilities, curriculum governance, consultation processes, and approval of delivery mode changes, K. McCartney also clarified that faculty councils already review all cyclical program review related documentation and that changes to modes of delivery would continue to be subject to faculty governance and institutional tracking. She noted that the proposed revisions primarily remove the requirement for additional USC/GSC reporting prior to implementation, and the wording will be revisited to ensure consistency with the Quality Assurance Framework and related procedures.

In relation to the revised “for academic credit” wording and alignment with definitions contained in the University’s Micro-credentials Policy, K. McCartney explained that the proposed wording was intended to clarify the scope of the Procedures while remaining consistent with the related Policy Framework. Based on feedback, K. McCartney also noted that a footnote referencing the relevant policy definition could be added to provide greater clarity.

The Chair again acknowledged and noted both the written and verbal responses to questions that had been received, including those submitted in writing, and asked other Committee Members if there were any new questions that remained outstanding or any further comments they would like to add, with no additional questions or comments forthcoming from other Members.

N. Crow proposed a motion for a time-limited extension of the meeting to allow the Committee to address both the deferred motion and the remaining approval item on the agenda.

Upon a motion duly made by C. Elia and seconded by A. Duff, that the meeting be extended for an additional ten minutes.

A motion was presented to defer the IQAP approval motion and this item indefinitely, which was unsuccessful. Accordingly, as the IQAP approval motion remained for decision by the Committee, the Chair proceeded to call the vote noting a friendly amendment to reflect the revisions to the IQAP Procedures since the motion was first presented in April.

Upon a motion duly made by T. Frederick and seconded by A. Hogue, that USC hereby approves the updated IQAP Curriculum Change Procedures, Cyclical Review and Auditing Procedures, and New Program Procedures, as amended.

One (1) Opposed.

One (1) Abstention.

6.2 Registration and Course Selection Policy Amendments* (M)

A. Wingate shared the proposed amendments to formally include graduate students within the late withdrawal consideration process. The changes, requested by the School of Graduate and Postdoctoral Studies, are intended to ensure consistency and equity across undergraduate and graduate student populations by incorporating graduate students into the existing late withdrawal procedures.

Upon a motion duly made by A. Hogue and seconded by M. Agelin-Chaab, that USC hereby recommends to Academic Council the approval of the revised Registration and Course Selection Policy for approval by Academic Council.

One (1) Opposed.

7. Consent Agenda* (M)

The Chair confirmed that the contents of the Consent Agenda were approved and received under Agenda Item # 2.

7.1 Public Minutes of the April 21, 2026 Meeting* (M)

7.2 Memo: Faculty of Science – Computer Science

7.3 Minor Curricular Changes:

7.3.1 Course Changes:

ENGR 4111U, ENGR 1200U, INFR 4661U

8. Termination

There being no other business, and upon a motion to terminate by A. Hogue, the USC Meeting terminated at 10:07 a.m.

Sandra Grouette, Assistant University Secretary