



ACADEMIC COUNCIL MEETING
Undergraduate Studies Committee

AGENDA

Date: March 17, 2026

Time: 9:00 a.m. - 9:20 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.		Minor Program Adjustments (Approval)		
	4.1	Faculty of Social Science and Humanities: Co-operative Education in the Faculty of Social Science and Humanities* (M)	T. Frederick	9:05 a.m.
5.		Consent Agenda: (M)	Chair	9:15 a.m.
	5.1	Public Minutes of the February 17, 2026 Meeting* (M)		
	5.2	Course Change(s): <u>EDST 2310C</u>		
6.		Termination	Chair	9:20 a.m.

Sandra Grouette, Assistant University Secretary

UNDERGRADUATE STUDIES COMMITTEE REPORT

ACTION REQUESTED:

- Recommendation
Decision
Discussion/Direction
Information

DATE: 17 March 2026

FROM: Faculty of Social Science and Humanities

SUBJECT: Minor Program Adjustment – Co-operative Education in the Faculty of Social Science and Humanities

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 the Co-operative Education program in the Faculty of Social Science and Humanities to amend the CGPA eligibility requirement from 2.7 to 2.3.

BACKGROUND/CONTEXT & RATIONALE:

The Faculty is proposing to lower the required CGPA for co-op eligibility from 2.7 to 2.3. This will reduce barriers for students to access and remain in the co-op option.

RESOURCES REQUIRED:

No additional resources are required.

TRANSITION AND COMMUNICATION PLAN:

The change will be communicated through the Academic Calendar, Academic Advising and the Co-op and Experiential Learning office.

The Co-op and Internship officer along with Academic Advising will flag students once

their CGPA falls below a 2.5 to connect them with additional supports to ensure success.

CONSULTATION AND APPROVAL:

- ✓ Curriculum Committee: 23 January 2026
- ✓ Faculty Council: 25 February 2026
- Undergraduate Studies Committee (for approval): 17 March 2026
- Academic Council (for information): 28 April 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](#)

**ACADEMIC COUNCIL
UNDERGRADUATE STUDIES COMMITTEE (USC)**

**Minutes of the Public Session of the February 17, 2026 Meeting
via Videoconference
9:00 a.m. - 9:26 a.m.**

Undergraduate Studies Committee Agenda & Materials 2025-2026

Present:

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

Ana Duff
Christian Elia
Randy Fortier
Andrew Hogue

Janet McCabe
Kimberley McCartney
Thomas McMorrow
Adam Wingate

Regrets:

Jessica Boswell

Holly MacPherson

Jemma Tam

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 A. Hogue provided their personal 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 welcomed the Members to the meeting and their continued contributions to the Committee. The Chair acknowledged feedback provided by a Member at the previous meeting regarding the timing of the agenda and noted that agenda timing is always considered, with efforts made to balance meeting flow with items of business.

4. Major Program Modifications (Recommendation)

4.1 Faculty of Engineering and Applied Science: BEng - Software Engineering – Railway Engineering specialization and Program Adjustments

M. Agelin-Chaab shared that the Railway Engineering Specialization is being added to the Software Engineering program, consistent with its adoption in other engineering programs. It was noted that this specialization is the only English-language offering of its kind in Canada and

continues to attract strong student interest. He outlined the changes including replacing existing electives with four railway-focused courses, and a current program specific capstone with common capstone courses. He also advised that there is an expansion of elective options to incorporate more AI into the curriculum.

Upon a motion duly made by M. Agelin-Chaab and seconded by R. Fortier, the USC hereby recommends to Academic Council the approval of the Major Program Modification to the Bachelor of Engineering (Hons) in Software Engineering to introduce a new Railway Engineering Specialization and to make additional changes to upper-year offerings within the main program - including capstone courses - and the Internet of Things specialization.

The Chair noted a Member's request to have links to the agenda items within the agenda.

5. Minor Program Adjustments (Approval)

5.1 Faculty of Engineering and Applied Science: Automotive, Industrial, and Mechanical Engineering

M. Agelin-Chaab reported that as noted previously, the Faculty is moving toward a unified capstone structure across all nine programs, with corresponding adjustments to related courses.

Upon a motion duly made by M. Agelin-Chaab and seconded by J. McCabe, the USC hereby approves the Minor Program Adjustment in the Faculty of Engineering and Applied Science to support the integration of the common capstone and the editorial adjustment in total credit hours to reflect previously approved changes to the common first year.

5.2 Faculty of Engineering and Applied Science: Electrical Engineering

M. Agelin-Chaab shared that in addition to the unified capstone requirement, the Railway Engineering Specialization courses will be listed as approved electives. He advised that this change will allow Electrical Engineering students who are not enrolled in the specialization to take these courses as elective options.

Upon a motion duly made by M. Agelin-Chaab and seconded by A. Duff, the USC hereby approves the Minor Program Adjustment in the Electrical Engineering, Electrical Engineering – Smart Grid Specialization programs.

5.3 Faculty of Engineering and Applied Science: Manufacturing Engineering

M. Agelin-Chaab referred the Committee to his prior comments regarding the implementation of a common capstone across all programs.

Upon a motion duly made by M. Agelin-Chaab and seconded by J. McCabe, that USC hereby approves the Minor Program Adjustment in the Manufacturing Engineering and Manufacturing Engineering – Railway Engineering Specialization.

5.4 Faculty of Engineering and Applied Science: Mechatronics Engineering

M. Agelin-Chaab referred the Committee to his prior comments regarding the implementation of a common capstone across all programs.

Upon a motion duly made by M. Agelin-Chaab and seconded by A. Hogue, the USC hereby approves the Minor Program Adjustment in the Mechatronics Engineering, Mechatronics Engineering – Artificial Intelligence specialization and Mechatronics Engineering – Railway Engineering specialization.

5.5 Faculty of Science: Co-operative Education in the Faculty of Science

R. Fortier noted that there is no material change to the program with the proposed changes formalizing existing practices through some calendar and policy updates. He added that students will now only be considered to have co-op status when formally registered in the co-op program during their work term and must maintain full-time status. He advised this change will help overcome fee payment related issues.

Upon a motion duly made by A. Hogue and seconded by R. Fortier, the USC hereby approves the Minor Program Adjustment to Co-operative Education in the Faculty of Science.

5.6 Faculty of Science: Bachelor of Arts and Science (Hons), Sustainability

R. Fortier explained that the cross-disciplinary program will now include the Faculty of Business and Information Technology, expanding the collaboration to four participating faculties. A course renaming within the program was also noted.

Upon a motion duly made by R. Fortier and seconded by A. Hogue, the USC hereby approves the Minor Program Adjustment to the Bachelor of Arts and Science (Hons) Sustainability program.

5.7 Faculty of Business and Information Technology: Entrepreneurship minor

A. Hogue noted that the change addresses an issue affecting BIT students' ability to register for required courses given program map prerequisites. He advised that Organizational Behaviour will replace the Collaborative Leadership course to provide a better curricular fit and improve student uptake.

Upon a motion duly made by A. Hogue and seconded by M. Agelin-Chaab, the USC hereby approves the Minor Program Adjustment to update the eligibility and program requirements for the Entrepreneurship minor.

5.8 Frazer Faculty of Education: Bachelor of Education – Primary/Junior and Intermediate/Senior options

C. Elia shared that the revisions clarify outdated calendar language and align the wording with current practices.

Upon a motion duly made by R. Fortier and seconded by C. Elia, the USC hereby approves the Minor Program Adjustment to the Primary/Junior and Intermediate/Senior options of the Bachelor of Education program to clarify and adjust program requirements to ensure that they are reflective of current practices within the Faculty.

5.9 Faculty of Social Science and Humanities: Bachelor of Arts (Hons) in Criminology and Justice

T. McMorrow explained that making Foundations of Legal Studies and Introduction to Psychology required courses will ensure all Criminology and Justice students have the prerequisites needed for future specializations.

Upon a motion duly made by R. Fortier and seconded by A. Hogue, the USC hereby approves the Minor Program Adjustment to the Criminology and Justice program to include LGLS 1000U as a first-year required course for the program and to add PSYC 1000U as a required course within the Youth Justice specialization.

6. Consent Agenda* (M)

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

6.1 Public Minutes of the January 20, 2026 Meeting* (M)

6.2 New courses:

[SIMU 3000U](#), [SIMU 3050U](#)

6.3 Course change(s):

[CSCI 1030U](#), [ELEE 2200U](#), [ELEE 2450U](#), [ELEE 3100U](#), [ELEE 3110U](#), [ELEE 3130U](#), [ELEE 3250U](#), [ELEE 3450U](#), [ENGR 3011U](#), [ENGR 4022U](#), [ENGR 4033U](#), [ENGR 4044U](#), [ESNS 3380U](#), [HLSC 1050U](#), [HLSC 2802U](#), [HLSC 3464U](#), [HLSC 4990U](#), [MECE 3350U](#), [MECE 4290U](#), [NUCL 4525U](#), [NURS 2605U](#), [NURS 2701U](#), [NURS 2821U](#), [NURS 3700U](#), [SOFE 4610U](#)

7. Termination

A Member asked about the use of unanimous consent in the motion approval process and how it may be perceived. N. Crow noted the Member's comments.

There being no other business, and upon a motion to terminate by J. McCabe, the USC Meeting terminated at 9:26 a.m.

Sandra Grouette, Assistant University Secretary