



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

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**Minutes of the Public Session of the May 20, 2025 Meeting**  
**via Videoconference**  
9:01 a.m. – 9:21 a.m.

**PUBLIC SESSION**

**Undergraduate Studies Committee Agenda & Materials 2024-2025**

**Present:** M. Bluecharadt (Chair), W. Barber, J. Boswell, N. Crow, K. Clow, A. Duff, R. Fortier, M. Hossein Nejad, J. McCabe, S. Nokleby, D. Papke, J. Tam, A. Wingate

**Regrets:** H. MacPherson, T. Ubor

**Staff and Guests:** K. Ayotte (Secretary), M. Heslip, K. McCartney, B. Tranter

**1. Call to Order and Land Acknowledgement**

The Chair called the Public session of the meeting to order at 9:01 a.m. and A. Wingate read aloud the Land Acknowledgement, reflecting on the importance of the recent Moose Hide Campaign.

**2. Approval of Agenda**

*Upon a motion duly made by M. Hossein Nejad and seconded by S. Nokleby, the Undergraduate Studies Committee (USC) Agenda was approved as presented, including approving and receiving the Consent Agenda and its contents.*

One (1) Opposed

A member questioned why the Cyclical Program Reviews (CPRs) – Final Assessment Report, are now conducted in non-public sessions. They also asked which parts of the review documents are confidential, expressing concern that treating the entire report as non-public limits transparency.

Amendment to the minutes to reflect that a member had asked a question in relation to how dialogue regarding elements of the report that were non-confidential could be communicated more publicly, rather than solely in a non-public session.

N. Crow noted that this question was also addressed at the last Academic Council meeting. She advised that as parts of the Report were confidential due to the nature of the content, it was appropriate for this item in its entirety to be addressed in a non-public session. Once the full Report is reviewed and approved by the USC in accordance with the USC's responsibilities for

such items, it is then publicly posted and provided, without the confidential component, as information to Academic Council and Board of Governors, thereby enabling public access whilst ensuring compliance with IQAP requirements. D. Papke also explained that while certain CPR materials have always been confidential, the move to non-public sessions was prompted by the shift to posting USC agendas and materials online, increasing the risk of exposing sensitive information compared to the previous practice which did not involve public posting of USC materials. He noted that although the whole Final Assessment Report is not confidential, as there is a component of the full package that is confidential, it is appropriate for the Report to be a non-public agenda item.

He further advised that the Report's Executive Summaries, which are shared publicly once approved by the Committee, are intended to reflect the essential elements of the full Report, with only minor confidential details excluded. The goal is to present the results of the review rather than the full process. He added that public documents are posted in accordance with IQAP and Quality Council guidelines, and the confidential content is withheld based on provincial and institutional policy. N. Crow reiterated that a decision was made this academic year to start publicly posting USC materials, thereby increasing accessibility to USC materials.

In response to a question raised about the use of the Zoom Webinar platform for Academic Council and committee meetings, N. Crow explained that this transition had been addressed at the most recent Academic Council meeting. She noted that the University Secretariat had been evaluating videoconferencing options to enhance both the user/meeting experience and administrative effectiveness and efficiencies. Following a review of several platforms, Zoom was selected for its functionality both from a meeting participant perspective and administratively. The aim is to provide a consistent, in-person like experience for meeting participants and those attending in a public capacity. She confirmed that the Steering Committee had discussed and formally endorsed the use of Zoom for Academic Council related meetings.

### **3. Chair's Remarks**

The Chair welcomed attendees and expressed excitement for the upcoming Convocation in Polonsky Commons. She highlighted its positive impact on campus and encouraged attendance.

### **4. Major Program Modification (Approval)**

#### **4.1 Faculty of Business and IT: Bachelor of Commerce – Specialization in Artificial Intelligence (AI) for Business\* (M)**

M. Hossein Nejad presented the Bachelor of Commerce – Specialization in Artificial Intelligence (AI) for Business and expressed excitement about offering new specializations in AI and Cybersecurity to Bachelor of Commerce students. He noted that each specialization includes three courses, aiming to integrate IT and business expertise within the Faculty.

*Upon a motion duly made by M. Hossein Nejad and seconded by A. Duff, the USC hereby recommends to Academic Council the approval of the Major Program Modification to the Bachelor of Commerce to offer a Specialization in Artificial Intelligence (AI) for Business.*

4.2 Faculty of Business and IT: Bachelor of Commerce – Specialization in Cybersecurity for Business\* (M)

M. Hossein Nejad presented the Bachelor of Commerce – Specialization in Cybersecurity for Business, noting that this set of three Cybersecurity courses are designed for commerce students to provide them with essential knowledge and exposure to an increasingly important field of study.

*Upon a motion duly made by M. Hossein Nejad and seconded by A. Duff, the USC hereby recommends to Academic Council the approval of the Major Program Modification to the Bachelor of Commerce to offer a Specialization in Cybersecurity for Business.*

**5. Consent Agenda\* (M)**

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

- 5.1 Public Minutes of the April 15, 2025 Meeting\* (M)
- 5.2 Frazer Faculty of Education and Faculty of Social Science and Humanities: Bachelor of Arts (Hons) – Educational Psychology\* (I)
- 5.3 Bachelor of Health Sciences – Kinesiology to Durham College – Massage Therapy Articulation Agreement Schedule\* (I)
- 5.4 Editorial Change:
  - i) [BHSc Medical Laboratory Science – Exam Provider and Update to University Information](#)

**6. Volunteer for June Land Acknowledgement**

R. Fortier volunteered to provide the June 2025 meeting's Land Acknowledgement.

**7. Adjournment (M)**

*Upon a motion duly made by S. Nokleby, the Public Session of the USC meeting adjourned at 9:21 a.m.*

Kirstie Ayotte, Assistant University Secretary