

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

**Minutes of the Public Session of the March 17, 2026 Meeting
via Videoconference
9:01 a.m. - 9:23 a.m.**

[Undergraduate Studies Committee Agenda & Materials 2025-2026](#)

Present:

Mary Bluechardt, Chair
Martin Agelin-Chaab
Wendy Barber
Nicola Crow
(Recording Secretary)

Ana Duff
Christian Elia
Randy Fortier
Tyler Frederick

Andrew Hogue
Kimberley McCartney
Adam Wingate

Regrets:

Jessica Boswell
Holly MacPherson

Janet McCabe

Jemma Tam

Staff and Guests: None

1. Call to Order and Land Acknowledgement

The Chair called the Public Session of the Undergraduate Studies Committee (USC) Meeting to order at 9:01 a.m. and N. Crow provided their personal Land Acknowledgement.

2. Approval of Agenda

Upon a motion duly made by M. Agelin-Chaab and seconded by C. Elia, 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 specifically T. Frederick who was joining the Committee following T. McMorrow's appointment as Interim Dean of the Faculty of Social Sciences and Humanities. The Chair also highlighted the Committee's role in remaining student centred in its work, with the Committee continuing to receive items within its purview that are responsive to student and industry needs.

By way of follow-up from the previous Meeting, the Chair reported on the materials' format and the use of unanimous consent. The Chair noted that if members are having difficulties with using the materials' pdf format, to reach out to the Office of the University Secretary for guidance, as features within the materials' pdf format replace the need for links. The Chair also advised that asking if there can be unanimous consent has been an ongoing practice and reflects the Academic Council's By-Law which speaks to reaching consensus in accordance with the values of the University. The Chair also shared that this practice, reflects working

together to support items in the spirit of collegiality with voting members still able to oppose/abstain during the motion approval process.

N. Crow added that the time required to add links to materials was significant, particularly given the multiple meetings for which the Secretariat was responsible. She re-affirmed the Secretariat's continued commitment to enhance efficiency and effectiveness to enable the Secretariat to do its part with the University community, to support the advancement of the University's strategic priorities. N. Crow also re-affirmed the Chair's remarks on the use of unanimous consent.

4. Minor Program Adjustments (Approval)

4.1 Faculty of Social Science and Humanities: Co-operative Education in the Faculty of Social Science and Humanities

T. Frederick shared that the proposed change enhanced and expanded accessibility to co-op opportunities where students with a lower GPA could benefit from workplace experience.

Motion to Extend Meeting

Due to the Meeting likely going beyond the time prescribed in the Agenda, N. Crow recommended that the Committee approve a meeting extension.

Upon a motion duly made by R. Fortier and seconded by A. Duff, the USC approved a meeting extension past the scheduled end time of 9:20 a.m., to allow the completion of the Agenda's business in a timely manner.

T. Frederick noted, in response to whether there were any potential risks in lowering the GPA, that through ongoing monitoring any issues that may arise for students will be addressed and additional supports provided. The Chair also noted that the robust Co-operative Education program is responsive to and supports students' needs and works alongside faculties to ensure student success.

Upon a motion duly made by C. Elia and seconded by R. Fortier, the 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.

5. Consent Agenda* (M)

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

5.1 Public Minutes of the February 17, 2026 Meeting* (M)

5.2 Course change(s):

[EDST 2310C](#)

6. Termination

There being no other business, and upon a motion to terminate by R. Fortier, the USC Meeting terminated at 9:23 a.m.

Nicola Crow, University Secretary