



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

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**Minutes of the Public Session of the November 18, 2025 Meeting**  
**via Videoconference**  
**9:01 a.m. - 9:38 am**  
**10:03 a.m. - 10:17 a.m.**

**Undergraduate Studies Committee Agenda & Materials 2025-2026**

**Present:**

Mary Bluechardt, Chair  
Wendy Barber  
Jessica Boswell  
Nicola Crow  
Ana Duff

Christian Elia  
Randy Fortier  
Holly MacPherson  
Janet McCabe  
Kimberley McCartney

Thomas McMorrow  
Mehdi Hossein-Nejad  
Scott Nokleby  
Jemma Tam

**Regrets:**

Adam Wingate

**Staff and Guests:**

Kirstie Ayotte (Secretary)

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

The Chair called the Public session of the Undergraduate Studies Committee (USC) meeting to order at 9:01 a.m. and A. Duff provided the Land Acknowledgement.

**2. Approval of Agenda**

In response to a Member's questions, N. Crow clarified the process for managing USC agenda items, reaffirming the previous request that proposed additions are submitted to the Secretariat in advance and must fall within the Committee's established mandate to be considered as an addition to a USC agenda. She further noted that the Secretariat monitors outstanding items within the Committee's purview and brings them forward when appropriate. In addressing the Member's concerns related to the minutes, public access to USC materials, and the Add/Drop Deadline update, N. Crow emphasized that no amendments to the June minutes had been submitted for review as requested at the September USC meeting, that questions regarding public access had already been addressed at previous Academic Council meetings, and that agenda setting is governed by the Committee's Terms of Reference.

A. Duff moved to amend the agenda by:

1. Removing item 7.1 (Minutes of the June 17, 2025, meeting) from the Consent Agenda;
2. Adding a discussion on the Community's access to USC materials;
3. Include an update on the previously discussed Add/Drop Deadline; and
4. Consideration given to moving the Non-Public Session items to the Public Session.

The proposed motion to amend the Agenda did not receive a seconder and therefore did not proceed.

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

One (1) Abstention noted.

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

The Chair reminded members of the USC's defined purview and noted that items outside its scope are not included on agendas. It was emphasized that deferred or follow-up matters within the Committee's purview are tracked by the Secretariat and brought forward at the appropriate time. The Committee was also reminded of the need to respect the decisions of other governance bodies and to remain focused on issues within its mandate to support the University's strategic priorities. Members were asked for their cooperation so that essential work for students and programs can continue and required approvals can proceed efficiently.

### **4. Minor Program Adjustments (Approval)**

#### **4.1 Faculty of Engineering and Applied Science: Engineering Year 1\* (M)**

S. Nokleby reported that in response to accreditation feedback, the Technical Communications course be consolidated with another first year course, reducing the program's first year from eleven to 10 courses. He advised that the change supports student success and meets the accrediting body's requirements.

Some Members expressed concerns about limited consultation on revisions to long standing service courses and emphasized the value of maintaining collegial collaboration across faculties. They questioned why alternative solutions had not been explored that would preserve the existing service relationship while meeting accreditation requirements. In response, S. Nokleby advised that it was his understanding consultation had occurred at the Dean level and that external reviewers had recommended bringing the course within Engineering for improved oversight.

*Upon a motion duly made by S. Nokleby and seconded by M. Hossein-Nejad, the USC hereby approves the Minor Program Adjustment to the Engineering year 1 courses to in response to recommendations following a recent Canadian Engineering Accreditation Board (CEAB) visit.*

One (1) Objection noted.

Two (2) Abstentions noted.

#### **4.2 Faculty of Social Science and Humanities: Indigenous Studies Minor\* (M)**

T. McMorow explained that the proposal provides additional flexibility within the required course to help secure instructors. The two new courses formalize existing special topics courses, recognizing current practice rather than introducing substantive changes.

*Upon a motion duly made by R. Fortier and seconded by J. Tam, the USC hereby approves the Minor Program Adjustment to the Indigenous Studies minor to adjust the required courses.*

#### **4.3 Faculty of Social Science and Humanities: Bachelor of Arts (Hons) in Political**

**Science\* (M)**

T. McMorrow advised that the proposed changes allow for high achieving, fourth year Political Science students to enroll in a course from the Master's in Social Practice and Innovation (MSPI) program, providing early exposure to graduate level study and potentially encouraging interest in the program. He also confirmed that students would need to maintain the policy GPA requirements for MSPI.

*Upon a motion duly made by J. McCabe and seconded by R. Fortier, the USC hereby approves the Minor Program Adjustment to the Bachelor of Arts (Honours) in Political Science program.*

**5. Major Program Modifications (Recommendation)****5.1 Faculty of Social Science and Humanities: Bachelor of Arts (Hons) in Legal Studies\* (M)**

T. McMorrow explained that similar to the earlier agenda item regarding the MSPI, these modifications enable fourth year students to take the MSPI course. In addition, prerequisites for a number of Legal Studies courses have been updated to reduce heavy doctrinal research requirements, making the courses more accessible to students across programs and enhancing overall student choice.

*Upon a motion duly made by J. McCabe and seconded by S. Nokleby, the USC hereby recommends to Academic Council the approval of the Major Program Modification to the Bachelor of Arts (Hons) in Legal Studies program*

**5.2 Faculty of Social Science and Humanities: Bachelor of Arts (Hons) in Legal Studies Minor Name Change\* (M)**

T. McMorrow advised that this update brings the names of the Legal Studies minors into alignment with the recently revised specializations, changing the minors' titles to Human Rights and Advocacy, and, Law, Technology, and Society.

*Upon a motion duly made by R. Fortier and seconded by S. Nokleby, the USC hereby recommends to Academic Council the approval of the Major Program Modification to change the name of two minors in the Bachelor of Arts (Honours) in Legal Studies program.*

**6. Cyclical Program Review (Approval)****6.1 18 Month Follow Up – Bachelor of Health Sciences (Hons) in Medical Laboratory Science\* (M)**

K. McCartney presented the 18 Month Follow up report for the 2021-2023 Bachelor of Health Sciences (Hons) in Medical Laboratory Science program review, noting ongoing progress on several items. She highlighted that alignment with the current accreditation review has influenced the timing of some actions and reported that no major concerns were identified.

Some Members raised general concern about the duplication of effort for programs with external accreditation, suggesting the University could recognize external reviews to reduce faculty workload. K. McCartney acknowledged the concern, noting that while some alignment is possible, differences in requirements and timing between accrediting bodies and the Provincial Quality Council often necessitate separate reviews. She emphasized that ongoing discussions and advocacy are underway to improve efficiency and minimize duplication wherever possible.

*Upon a motion duly made by J. McCabe and seconded by R. Fortier, the USC hereby approves the 18-Month Follow-Up Report from the Bachelor of Health Sciences (Hons) in Medical Laboratory Science, as presented.*

## **7. Consent Agenda\* (M)**

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

### **7.1 Minutes of the Meeting of June 17, 2025 \* (M)**

### **7.2 Minutes of the Meeting of September 16, 2025\* (M)**

### **7.3 Bachelor of Arts-Legal Studies-New Pathway with Teesside LLB, Middlesbrough, UK Articulation Agreement\* (I)**

### **7.4 Minor Curricular Changes:**

Course changes: [AUTE 2010U](#), [AUTE 3500U](#), [CHEM 3410U](#), [CHEM 4510U](#), [ENGR 0998U](#), [ENGR 0999U](#), [ENGR 1015U](#), [ENGR 1025U](#), [FPSY 3210U](#), [FSCI 4050U](#), [HLSC 4998U](#), [HLSC 4999U](#), [KINE 4998U](#), [KINE 4999U](#), [METE 2010](#), [METE 2020U](#), [METE 2030U](#), [METE 3100U](#), [NURS 1700U](#), [SSCI 1911U](#), [CHEM 3510U](#), [CHEM 4041U](#), [EDUC 2403U](#), [EDST 4470U](#)

### **7.5 Reinstate Closed Course: [LGLS 4050U](#)**

### **7.6 Memoranda:**

- i) [FEAS Co-op and Internship Course Suffix](#)
- ii) [BScN Second Entry Proposal - update to NRSE 3050U](#)
- iii) [RPN-BScN Advanced Entry - credit hour update](#)

### **7.7 Approved Elective List: [Nuclear Technology minor](#)**

## **8. Adjournment (M)**

There being no other business, and upon a motion duly made by S. Nokleby, the Public session of the USC meeting adjourned at 9:38 a.m.

Following the Non-Public Session, the Committee moved to return to the Public Session at 10:02 a.m. to address a Member's question from Item # 3.

## **12. Call To Order**

The Chair reconvened the Public Session of the USC at 10:03 a.m.

A Member raised concerns about discrepancies between the September Academic Council minutes and their recollection of the Chair's report, particularly regarding add/drop deadline updates and whether a related Registrar's Office report had been completed or shared. The Member sought clarification on the accuracy of the Academic Council minutes, the status of the promised report, and why no response had been received to earlier email queries.

N. Crow cautioned that the September Academic Council minutes had been approved and USC had no purview to discuss. She reiterated that items within the purview of the Committee that are noted for follow-up, including add/drop deadlines, are monitored and brought forward when appropriate. It was noted that the Registrar's Office report on add/drop deadlines is still in progress and has not yet been presented to the Committee.



Some Members expressed concern over prolonged procedural discussions and emphasized that it was belaboring minor details and diverting attention from the substantive business of the meeting and the Committee.

### **13. Termination**

There being no other business, and upon a motion to terminate by S. Nokleby, the USC meeting terminated at 10:17 a.m.

Kirstie Ayotte, Assistant University Secretary