The meeting was called to order at 1:31 p.m. by W. Pearce, Chair. To welcome the new members, introductions were made by those present.

1. Approval of the Agenda

   T. Sperlich – D. Lane

   It was asked by J. Barden if a report from the Faculty of Kinesiology and Health Studies be amended to the agenda because the submission did not make the deadline. Chair asked C. Stephenson if this was acceptable. C. Stephenson explained is up to the Committee. G. Sylvester reminded the member that the Committee needs time to review new programs. J. Barden responded in the chat: “there is a motion to approve a certificate program for FNU[niv] that needs to be approved at this meeting in order to be able to start on time for the Winter semester.” It was decided by the Chair that the Committee would return to the request after the approved agenda items were reviewed.

   CARRIED

2. Approval of the Minutes of Meeting June 6, 2022 - circulated with the Agenda

   S. Whalley – T. Sperlich

   CARRIED

3. Business Arising from the Minutes

   3.1 CCUAS TERMS OF REFERENCE DISCUSSION

   Discussion notes about the proposed CCUAS TOR
   S. Stewart led the discussion. T. Sperlich identified that each “Faculty’s Associate Dean (Undergraduate)” does not apply to all faculties. For example the member may be an Associate Dean (Academic). Another suggested revision: The Chair of the Committee will be required to present the motions at Executive of Council as a guest.
In the chat S. Whalley suggested a revision to Roles and Responsibilities #4, second sentence: The Committee reserves the right to raise any such course to the table for approval.
Suggested revision: The Committee reserves the right to raise these materials to the table for approval.

J. Melançon suggested a revision for the Chair: “Normally an elected member of Council serving their third year, and will who will serve a two-year term as Chair of the Committee.”

Based on the feedback, S. Stewart will bring a motion forward updating the CCUAS TOR at a future CCUAS meeting.

4. REPORTS FROM FACULTIES AND ACADEMIC UNITS

4.1. REGISTRAR’S OFFICE

4.1.1. ADDITION TO DEAN’S HONOURS LIST REGULATION

J. D’Arcy – S. Whalley

MOVED to revise the Dean’s Honours List regulation as listed in the Academic Regulations section of the 2022-2023 Undergraduate Calendar as indicated on page 4 of the Agenda, effective 202320.

During discussion, it was asked how this would be tracked. J. D’Arcy explained that the RO receives notification of grade reductions or academic penalties. The RO would see when there would be a contradiction. This regulation would be applied only in the term in question. Would other examples of misconduct be included such as cheating on an assignment? G. Sylvestre recommended that it not be complicated or confusing and that only the notations on the transcript will be affected.

Based on the members’ feedback, J. D’Arcy moved to approve the following friendly amendment:

**A student will not receive the designation “Dean’s Honours List” in any term where the student has an academic misconduct notation on their transcript.**

Seconder agreed to the change.

CARRIED AS AMENDED

5. New Business

The Faculty of Kinesiology and Health Studies requested that their report be added to the agenda. After a lengthy discussion, it was determined that the report will be included in the October Agenda for the following reasons:

- Committee members need sufficient time to review the materials
- No one present to answer questions about the new program.
- Missing supporting documentation (Program Questionnaire and course forms)

**Other notes:** Typically FNUniv certificate students are admitted and graduated by CCE. Was this the intention with this certificate as well? If so this would need to be a joint motion with CCE. There is a concern that there would be a precedence set by allowing new program motions being added to the agenda at the last minute. There isn’t significant budget implications for new certificates to be forwarded to CCB or CCAM unless the Committee or E of C suggest it.

6. Adjournment – M. Rennie at 2:34 p.m.