



OKANAGAN SENATE
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OKANAGAN SENATE

MINUTES OF 23 MAY 2007

Attendance

Present: Deputy Vice-Chancellor Dr. D. Owram (Vice-Chair), Dr. A. S. Abd-El-Aziz, Mr. R. Adl, Dean B. Bauer, Dean R. Belton, Dean J. Bottorff, Dr. W. Broughton, Dean R. Campbell, Dr. J. Castricano, Dr. R. Currie, Mr. R. Gandha, Dr. J. Gustar, Ms. E. Johnston, Dr. D. Keyes, Dr. R. Klukas, Mr. M. Koovisk, Dean M. Krank, Dr. A. Labun, Mr. G. Lepp, Dr. S. McCoubrey, Dr. C. McFadyen, Ms. N. Neumann, Dr. D. Senese, Dr. M. Williams, Ms. M. Wilson, Dr. P. Wrzesniewski, Dr. P. Wylie

By Invitation: From Enrolment Services: Ms. L. M. Collins, Mr. C. Eaton, Mr. F. Vogt (Acting Registrar & Secretary)

Regrets: President Stephen Toope, Mr. P. Arthur, Mr. G. August, Ms. S. Barnard, Dr. J. Bassett-Smith, Ms. M. Burton, Dr. E. Butz, Mr. R. Chavarie, Dr. J. Cioe, Ms. L. Driscoll, Dr. M. Duran-Cogan, Dean M. Isaacson, Dr. R. Lalonde, Mr. D. Lubbers, Ms. V. Lymberopoulos, Chancellor Dr. A. McEachern, Ms. M. Patapoff, Mr. O. Penner, Dr. S. Reid, Dr. C. Scarff, Mr. B. Silzer, Dr. M. Ungureanu, Mr. C. Wilson, Ms. G. Zilm

Recording Secretary: Ms. N. Limbos-Bomberg

Call to Order

Deputy Vice-Chancellor Doug Owram called the meeting to order.

Approval of Agenda

Vice-Chair Dr. Owrap noted two amendments to the Agenda: an additional motion to Item 5, Granting of Degrees (5b); and the slight rewording of the motion for Item 7b, Student Senator Council of Senates appointments. As well the Vice-Chair noted that a confidential in camera item would be added to the Agenda, Item 14.

By consent the amended Agenda was accepted.

Senate and Committee Membership

On behalf of the Secretary to Senate, Mr. Vogt announced the resignation of Dr. Peter Wylie from Senate (Representative of the Joint Faculties), the Nominating Committee and the Council of Senates Budget Committee effective 1 July 2007. Members of the Senate thanked resigning Senator Dr. Wylie. An election will be conducted over the summer months.

Election of Student Senators to Nominating Committee

The Secretary had declared vacancies for two Student Senators to serve on the Nominating Committee and subsequently received nominations for Mr. Matt Koovisk and Ms. Megan Patapoff.

Moved: Dr. Williams

Seconded: Ms. Neumann

That nominations for two Student Senators to serve on the Nominating Committee be closed.

CARRIED.

Minutes of the Previous Meeting

Moved: Dr. Currie

Seconded: Dr. Wylie

That the minutes of the Okanagan Senate Meeting of 25 April 2007 be adopted as circulated.

CARRIED.

Business Arising from the Minutes

Senate Elections

Fred Vogt introduced the recommendation of the Policies and Procedures Committee for an autumn election.

*Moved: Dr. Keyes
Seconded: Mr. Koovisk*

That Senate recommend to the Council of Senates and the Registrar that the election of the 2008-2011 Okanagan Senate (Faculty and Convocation Representatives assuming office on 1 September 2008) occur in the Autumn of 2007, concurrently with the election of the Faculty and Staff Representatives to the Board of Governors from UBC Okanagan.

Discussion

Dr. Gustar asked for clarification on the effective date for new Senators; Ms. Collins responded new Senators would be elected this autumn for 1 September 2008 for a three year term.

The motion was put and CARRIED.

Vice-Chair's Remarks – Dr. Doug Owram

Vice-Chair Dr. Owram noted the meeting regrets of President Toope who was presiding over Congregation in Vancouver.

The Vice-Chair noted highlights from the recent 22 May 2007 Board of Governors Meeting:

- All Okanagan Senate recommendations of 7 March 2007 and 4 April 2007 have been approved.
- UBC Okanagan is entering into high construction phase:
 - \$40 million has been approved for construction on the new student centre;
 - Funds have been released for construction of the Arts and Sciences buildings;
 - New Engineering and Management faculties are slated to enter design phase this fall.
- Announcement of David Farrar as Provost and Vice President, Academic for UBC Vancouver starting 1 September 2007.
- Impact of pine beetle at the Okanagan campus will see some trees removed with attempts to save others integral to the campus landscape.

Granting of Degrees

*Moved: Dr. Williams
Seconded: Dr. McCoubrey*

That the candidates for degrees and diplomas, as recommended by the Faculties and Schools, be granted the degree or diploma for which they were recommended, effective May 2007, and that the Registrar, in

consultation with the Deans and the Chair of the Okanagan Senate, be empowered to make any necessary adjustments (2/3 majority required).

CARRIED unanimously.

Moved: Dr. Currie

Seconded: Mr. Gandha

That the Senate approve the list of candidates for co-conferral by UBC of the Bachelor of Business Administration degree and that the Registrar, in consultation with Okanagan College and the Chair of Senate, be empowered to make any necessary adjustments (2/3 majority required).

Discussion

Dr. Labun asked if the Campus 2020 recommendations would impact the commitment of UBC Okanagan to Okanagan College in co-conferring certain degrees. Dr. Owram replied that there was nothing prohibiting a college from making an arrangement with a university.

CARRIED unanimously.

Council of Senates

On behalf of the Secretary to Senate, Mr. Vogt announced the appointment of Dr. Daniel Keyes, Faculty Councillor representing the Okanagan Senate on the Council of Senates Executive Committee (replacing Dr. Michael Isaacson).

Oral Report from the Council of Senates Budget Committee

On behalf of the Council of Senates Budget Committee, Dr. Daniel Keyes offered Senate an information update, as follows:

In April of 2007, Dr. Keyes requested a meeting with the office of the Deputy Vice Chancellor to discuss the current budget which had been presented in a Power Point form at Senate in February 2007.

Council of Senates' Budget Committee Chair Perry Adebar, Faculty Senators Peter Arthur and Peter Wylie and Dr. Keyes met on Monday 8 May 2007; note: Student, Ceremonies, and Awards representatives were not present for this meeting. Membership highlights:

- Dr. Keyes was elected Chair of the Okanagan Sub-Committee of the Council of Senates Budget Committee;

- Vacancy of Dr. Peter Wylie (who has resigned due to year-long sabbatical beginning June 2007). Mr. Christopher Eaton has been instructed to locate a new member for this Committee.

Dr. Perry Adebar presented items under consideration at the Vancouver Sub-Committee:

- Capital development at UBC;
- Budget Impact of Institutional Building Projects (Mortgaging);
- Academic Inflation;
- Financial impact of eliminating Mandatory Retirement.

Later that same day, Budget Committee Members met with the Deputy Vice-Chancellor and his advisors from finance and mutually agreed that:

- The Committee should play an important role in shaping the budget;
- Dr. Owram would establish a timetable for meetings that would carefully mirror the budget cycle; and
- Dr. Owram would present a unit break down of spending.

Overall, Budget Committee Members asked questions about the budget and received satisfactory answers.

Dr. Keyes summarized several actions stemming from the day's meetings:

- The Budget committee decided that all new program proposals will go through the Budget committee; and
- The DVC will hold a town hall in September to discuss budget planning.

Dr. Owram commented that 2007 was a transition year and that these new processes will assure closer consultation in the future.

Discussion

Dr. Bauer inquired after the reporting structure for the Council of Senates Budget Committee, noting that there were in effect two Council budget sub-committees, one for Vancouver, one for the Okanagan.

Dr. Keyes noted briefly that while the overall budget committee has a Chair, each sub-committee reported both to the Council of Senates as well as each individual Senate. To facilitate further communication, the sub-committees have agreed to meet on common issues. Dr. Keyes added that sub-committees of the Council of Senates' Budget committee were created in the late fall of 2006. The Okanagan sub-committee of the Council of Senates has met with the President and the Vancouver sub-committee three times since conception to discuss the Vancouver budget, however, they had not to date met with the Deputy Vice-Chancellor to discuss the Okanagan budget.

Dr. Owram noted that the new process called for the two sub-committees to report to administrators to receive information and counsel, and then in turn report to the Council of Senates and each individual Senate.

Dr. Keyes agreed to take forward Dr. Bauer's suggestion of amending the *University Act* to recognize that there are effectually two budget sub-committees. Dr. Keyes added that this may be a topic of consideration for the proposed ad-hoc committee to review Senate.

Mr. Eaton commented that over two dozen changes to the *University Act* are presently pending.

Nominating Committee

Senate Committee Assignments for the Deputy Vice-Chancellor and the Associate Vice-President and Chief Operating Officer, Academic & Research

On behalf of the Nominating Committee, Acting Chair Dr. Jodey Castricano recommended the following motion to Senate:

Moved: Dr. Castricano
Seconded: Dr. Belton

That the composition of the Curriculum Committee be amended to strike the words "academic vice-president or designated" before and add the words "Academic & Research" after "Associate Vice-President" from item B of the ex-officio membership

NB: The proposed new item B would read:
Associate Vice-President, Academic & Research

And

That the composition of the Learning and Research Committee be amended to strike the words "academic vice-president or designated" before and add the words "Academic & Research" after "Associate Vice-President" from item B of the ex-officio membership

NB: The proposed new item B would read:
Associate Vice-President, Academic & Research

And

That the composition of the Policies and Procedures Committee be amended to strike the words "or designated associate vice-president" after "academic vice-president" from item B of the ex-officio membership.

*NB: The proposed new item B would read:
Academic Vice-President*

Discussion

Dr. Williams recalled for Senate that Policies and Procedures had discussed the possibility of adding to the committee structure (namely, adding faculty and student representation) to allow for both the Deputy Vice-Chancellor (DVC) and Associate Vice-President (AVP) to be Committee Members and asked about the consideration of this issue at the Nominating Committee level. Dr. Castricano noted that this option was considered by the Committee.

On request of Senate, the Vice-Chair divided the motion to separate out the membership of the Learning and Research and the Curriculum Committee, as follows:

That the composition of the Curriculum Committee be amended to strike the words “academic vice-president or designated” before and add the words “Academic & Research” after “Associate Vice-President” from item B of the ex-officio membership

*NB: The proposed new item B would read:
Associate Vice-President, Academic & Research*

And

That the composition of the Learning and Research Committee be amended to strike the words “academic vice-president or designated” before and add the words “Academic & Research” after “Associate Vice-President” from item B of the ex-officio membership

*NB: The proposed new item B would read:
Associate Vice-President, Academic & Research*

The motion was put and CARRIED.

Discussion

The Senate turned its discussion to the membership of the Policies and Procedures Committee.

Dr. Labun asked for clarification on the present membership of the Policies and Procedures Committee versus the new proposed composition. Mr. Eaton responded that at present, the Policies and Procedures Committee terms of reference allow for the “Academic Vice-President or designated Associate Vice-President” and the motion on the table would remove the designate option. Dr.

Bauer asked why the designate option was removed; Dr. Owrap noted that he had never declared a designate.

Moved: Dr. Castricano
Seconded: Dr. Belton

That the composition of the Policies and Procedures Committee be amended to strike the words "or designated associate vice-president" after "academic vice-president" from item B of the ex-officio membership.

NB: The proposed new item B would read:
Academic Vice-President

Motion FAILED.

Dr. Keyes suggested a new motion in which one faculty member would be added, as well as both the DVC and the AVP. Mr. Koovisk inquired after including student representation in such a motion. Dr. Keyes noted that he was in favour of including student representation; however, in his experience, only one student regularly attended Policies and Procedures meetings.

Moved: Dr. Williams
Seconded: Dr. Krank

That Senate refers to the Nominating Committee the consideration of adding the AVP, one faculty member and one student representative to the membership of the Policies and Procedures Committee.

CARRIED

Student Senator Council of Senates appointments

On behalf of the Nominating Committee, Acting Chair Dr. Jodey Castricano recommended the following motion to Senate:

Moved: Dr. Castricano
Seconded: Dr. Wylie

That Ms. Michelle Wilson be appointed to Council of Senates Okanagan Senate Representative Committee 5 until 31 March 2008 and thereafter until a successor is appointed; and that Mr. David Lubbers be elected to the Council of Senates to replace Mr. Zach Webster, who has resigned.

and

That the following student senators be appointed to the Council of Senates' committees below until 31 March 2008 and thereafter until successors are appointed.

Elections Committee: Mr. Matt Koovisk
Budget Committee: Ms. Vanna Lymberopoulos

Discussion

Dr. Bauer asked about the inclusion of the phrase “*and thereafter until successors are appointed*”; Ms. Collins responded that this was standard language for elections.

CARRIED.

Policies & Procedures Committee

Review of the Okanagan Senate (NB: 2/3 majority required)

Committee Chair Dr. Daniel Keyes introduced the proposed Review of Senate as per Dr. Michael Isaacson noting the principal impetus: that after nearly two years in operation, it would be beneficial to review the processes.

Moved: Dr. Keyes
Seconded: Dr. Williams

That the Senate establish an ad hoc Committee to Review the Okanagan Senate, and that the mandate, terms of reference and operation of the review, and the membership of the committee be as given in the report.

Discussion

Dr. Krank noted the rationale section of the proposal regarding the College of Graduate Studies conferring degrees and found it to be prejudicial, implying that the College of Graduate Studies was in violation of the *University Act*.

Dr. Owram asked if the Policies and Procedures Committee would agree to strike the phrase in question, “that the College of Graduate Studies...does not have the power to confer degrees.” As Chair of the Policies and Procedures Committee, Dr. Keyes agreed, noting that the larger discussion made several strong points worth noting. Dr. Krank again noted the implicit comment on the College as the text stands; Dr. Owram confirmed that with the striking of the above phrase no prejudice remained and noted so for the minutes.

Dr. Gustar voiced her concern surrounding the scope of the review, namely that it included committee terms of reference, an onerous task, and suggested that perhaps there was not enough time allotted in the proposal for the full and complete consultation of all committees. Dr. Keyes responded that the summer time frame was intended to allow for full concentration on the task in a quick and efficient manner; he also noted the resources of the Okanagan Senate Secretariat.

Ms. Neumann pointed out the lack of student representation and suggested an amendment to the motion to include one graduate and one undergraduate student in the composition. Dr. Keyes agreed that one student was welcome. Dr. Owram commented on the overall composition and noted that he was in favour of one administrative representative being added.

Several Senators observed that the proposal included committee terms of reference in its scope and noted that this was the realm of the Nominating Committee which had recently postponed this discussion until the following year. Ms. Collins clarified that the *University Act* did not reference specific committee structures.

Dr. Bauer commented on the usefulness of the review but suggested that after only 18 months it was perhaps premature. Many Senators noted similar concerns offering several alternatives to the review: status quo; table any review for an un-impassioned new Senate (to be elected for 1 September 2008); and lastly, focus rather on necessary, identified areas for review.

Dr. Williams spoke in support of the review and noted that a review of the Faculties and the units was as well under consideration by the Policies and Procedures Committee.

Dr. Williams asked why a 2/3 majority was required in this vote; Mr. Eaton responded that a 2/3 majority was required when Senate was delegating its authority.

In response to a question by Dr. Abd-El-Aziz, Ms. Collins noted that the last Vancouver Senate review was conducted in 2005 by a Committee Chaired by Mr. Peter Burns, a former Vancouver Senator. Approximately a dozen recommendations came out of that review with 50% of recommendations implemented with another 25% outstanding and in process. Ms. Collins noted that the full composition of the review, and the report itself, was available on the Vancouver Senate website at <http://www.students.ubc.ca/senate/download/SenateReport.pdf>.

Motion FAILED.

Course Withdrawal

Committee Chair Dr. Daniel Keyes introduced the proposal which has been before Senate before: that if there is no evaluation of student performance before the 6-week mark (or 12 weeks for full-year courses) that the student and the professor may mutually agree to a withdrawal. Dr. Keyes noted that his counterpart in Vancouver does not support this motion as he felt it promoted irresponsibility in students; Dr. Keyes noted that he felt rather that the proposal empowered students in directing their own education.

Moved: Dr. Keyes
Seconded: Mr. Gandha

That the Senate approve the changes to the Change in Registration as outlined (new text underlined).

“Change of Registration

Except in special circumstances, a one-term course may be added to a student's program only within the first two weeks of the course, and a two-term course within the first three weeks. If a course is dropped during these periods, no record of the registration in the course will appear on the student's academic record.

Students may withdraw from courses in which they are registered at any time up to the end of the sixth week of class for courses that are offered in a single term, and of the twelfth week for courses that span two terms. Withdrawals will be noted on the academic record by a standing of 'W'. Such standings will not be included in computing averages. The withdrawal deadline dates for the current academic year are indicated in the accompanying tables in this section.

If it becomes clear before the end of the sixth (twelfth) week that there will not be sufficient evaluation of the student's performance to assess the likelihood of success in the course, then by mutual agreement between the student and instructor (in the form of written approval sent to the Registrar), the student may withdraw from the course up to the eighth week for courses that are offered in a single term and the sixteenth week for courses that span two terms. Beyond these dates, students may withdraw from courses only with the permission of the dean of the faculty in which they are registered. In such cases, the instructor shall be informed. Such withdrawals will be recorded as 'W' on the student's academic record.

Fee refunds for withdrawals will be calculated on a pro rata basis. (For more information, see [Item 1.6, Refund of Fees.](#))

The dates for withdrawal given above also apply to students auditing courses....”

Discussion

Ms. Neumann asked when a student may withdraw without the ‘W’ notation; on a one-term course students can withdraw within the first two weeks and on a two-term course, students can withdraw within the first three weeks with no record of the registration in the course appearing in the student's academic record. Dr. Keyes noted that the proposal stipulated “up to the eight week” in consideration

of cases where an evaluation does occur within the sixth week but the mark does not come back before the eighth week.

Dr. Currie inquired after the norm for universities; Mr. Vogt noted that there was no standard. Mr. Eaton concurred observing that anywhere to six weeks to the end of the course was common.

Dr. Gustar was concerned about what was considered 'sufficient evaluation' and worried that the burden of this would rest on the student rather than the professor, that professors would be confronted with students asking for a guarantee of a passing grade. Dr. Currie agreed and worried about setting up UBC as a university where no one fails.

Dr. Bauer relayed a conversation he had with Mr. Brian Silzer in which he understood that approving the proposal as stated carried consequences with regards to provincial funding.

Dr. Labun asked if there could be clarification on the history of the motion. Ms. Collins noted that the first time the motion came forward it was withdrawn as it was noted that the Committee used Vancouver Calendar language; the second time it was decided that the Committee should consult with its sister Vancouver Committee and as we've heard, that Committee was not interested in this motion.

Dr. Belton expressed his dissent of the motion noting that a blanket policy was not necessarily required when in fact only one course in particular was at issue (statistics for Psychology majors). Dr. Belton expressed his preference to see a solution generated for that specific course alone.

Dr. Abd-El-Aziz noted that perhaps the issue before Senate was that more evaluation before the 6-week mark, or 8-week mark, was desired. Dr. Belton agreed with Dr. Abd-El-Aziz and suggested rewording the motion in favour of an abstract and based on some pedagogical premise to read "there shall be some evaluation of the student before the 6-week mark." Dr. McFadyen voiced her agreement while Dr. Labun noted that a student enrolled in a class where evaluation is based on the final alone (100%) is not helped by this motion.

Many Senators while in agreement with the premise of the proposal felt that articulating its intention was problematic.

Motion FAILED.

Curriculum Committee

New Curriculum Proposals

Committee Chair Dr. Gustar presented curriculum proposals from the Faculties of Applied Science, Arts and Sciences, and Creative and Critical Studies.

Moved: Dr. Gustar
Seconded: Dr. Abd-El-Aziz

That the Senate approves the new programs and courses brought forward by the Faculties of Applied Science, Arts and Sciences, and Creative and Critical Studies.

Discussion

Dr. McCoubrey asked about the lack of lower and intermediate level theatre courses; Dr. Gustar noted that the 4th level course would be designed jointly with the student and the instructor.

Dr. Bauer asked if a student could enter the Engineering co-op program at any time; on behalf of the Faculty Dr. Labun responded that the program was structured in serial numbers with students registering sequentially. Dr. McFadyen asked if listing prerequisites would be beneficial for students; Mr. Eaton noted that students do not register for co-ops themselves and so listing prerequisites was not necessary.

The motion was put and CARRIED.

Joint Report from the Curriculum Committee and Admissions and Awards Committee

Faculty of Education: Post-baccalaureate Certificates and Diplomas

On behalf of the Curriculum and Admissions and Awards Committees, Dr. Sharon McCoubrey presented one joint proposal for approval.

Moved: Dr. McCoubrey
Seconded: Dr. Abd-El-Aziz

That the Senate approve the new program from the Faculty of Education for Education Post-baccalaureate Certificates and Diplomas.

CARRIED.

Learning and Research Committee

Annual Report on Committee Activities

On behalf of the Learning and Research Committee, Acting Chair Dr. Robert Campbell presented the Annual Report on Committee Activities to Senate for information.

Dr. Williams asked about the teaching effectiveness committee to which Dr. Owram noted that these discussions are on-going.

Admissions and Awards Committee

Admission to UBC: Changing Programs

Committee Chair Dr. Sharon McCoubrey presented this item for information, a working proposal to facilitate the transfer of Vancouver students who wish to complete their studies at the Okanagan campus. Dr. McCoubrey noted that consultation with Deans was still required.

New Awards

Committee Chair Dr. Sharon McCoubrey presented three new awards for approval.

Moved: Dr. McCoubrey

Seconded: Dr. Krank

That the Senate accept the new awards as listed and forward them to the Board of Governors for approval, and that letters of thanks be sent to the donors.

Discussion

Dr. McCoubrey responded to a question about what comprises a completed program at Okanagan College and noted that the Committee sought clarification on the same issue and received confirmation that an equivalent number of courses would be accepted.

In response to a question about the donor for the Econo-Wise award, Dr. McCoubrey noted that it was funded internally through a staff process.

The motion was put and CARRIED.

Enrolment Targets

Committee Chair Dr. Sharon McCoubrey presented an information item on enrolment targets, noting that figures will come forward when available and drew attention to the inclusion in the attachment for a future reporting timeline. Dr. Williams asked about the proposed March 2008 reporting deadline, and wondered if that was not late for planning purposes. Dr. Owram agreed and suggested that perhaps it would be wise to consider planning two years out.

Appeals of Standing and Discipline – Dr. Sharon McCoubrey

Annual Report on Committee Activities

On behalf of the Appeals of Standing and Discipline Committee and in place of Committee Chair Dr. Carol Scarff, Dr. McCoubrey presented the Annual Report on Committee Activities to Senate for information.

In Camera – Bachelor of Social Work Graduan

Senate considered a specific case of an error made in granting a student third year standing when admitted to the Bachelor of Social Work on the basis of a diploma. Based on the student's previous studies, the student should have been granted only one year of advanced standing on admission and accordingly had not completed enough credits to qualify for graduation in June 2007.

After discussion Senate resolved to offer the student two options in this very exceptional situation: the first option is for the student to choose to complete the missing credits; the second option is to grant the student a Bachelor of Social Work degree with the current completed courses noting however that this would not be a considered a normal four-year degree and as a result, many graduate schools in Canada would not accept it as the basis for future study.

It was noted that the University would make every effort to facilitate the student's return to UBC Okanagan to complete the degree.

Adjournment

There being no further business, the meeting was adjourned at 6:45 p.m. *The following regular meeting was scheduled to be held on Wednesday 12 September 2007 at 3:30pm to 5:30pm in Library 317.*

*Note that the new 2007-2008 Senate & Committee Meeting Schedule is available on the Okanagan Senate website at:

<http://okanagan.students.ubc.ca/senate/schedule.cfm>.