



Okanagan Senate

Minutes of 19 December 2013

Attendance

Present:	Prof. D. Buszard (Vice-Chair); Dr K. Ross (Secretary); Mr R. Adl; Dr L. Allan; Dr P. Arthur; Ms H. Berringer; Dr L. Bosetti; Dr E. A. Broome; Mr S. Bullock; Mr J. Byron; Dr J. Cioe; Mr N. Dodds; Dr R. R. Dods; Mr B. Edwards; Ms A. Geddes; Dr M. Grant; Dr J. Johnson; Dr C. Labun; Ms E. Lorie; Dr Y. Lucet; Dr B. Marcolin; Dr C. Mathieson; Mr W. McLean; Dr A. Phillion; Dr B. Rutherford; Ms S. Smith; Ms S. Sneg; Dr I. Stuart; Dr R. Sugden; Dr W. Tettey; Dr G. Wetterstrand; Mr D. Whitelaw; Dr S. Yannacopoulos
Regrets:	Dr P. Balcaen; Dr K. Carlaw; Mr I. Cull; Mr D. Daniluck; Dr F. de Scally; Ms K. Fujii; Ms F. Helfand; Dr K. Hewage; Mr C. MacKay; Dr A. Milani; Ms S. Morgan-Silvester; Dr B. Nilson; Prof. M. Parlange; Ms L. Patterson; Dr D. Roberts; Dr C. Robinson; Dr C. Scarff; Dr D. Tannant; Dr E. Taylor; Prof. S.J. Toope; Mr C. Tse; Dr P. van Donkelaar
Guests:	Ms K. Darling; Ms N. Dhaliwal; Ms M. O'Neill
Recording Secretary:	Mr C. Eaton

Call to Order

The Vice-Chair, Professor Deborah Buszard, called the fourth regular meeting of the Senate for the 2013/2014 Academic Year to order.

Senate Membership

NEW MEMBERS

*Jan Cioe
Nick Dodds*

}

That Senate appoint Ms Katelyn Fujii (Student Senator At-Large) and Ms Sarah Loreen Smith (Faculty of Health and Social Development) to Senate on the recommendation of the Students' Union until 31 March 2014 and thereafter until replaced.

Approved

Minutes of the Previous Meeting

*Jan Cioe
Peter Arthur*

}

That the Minutes of the Meeting of 27 November 2013 be adopted as presented.

Approved

Business Arising From the Minutes

With leave of Senate, Associate Vice-President Shakespeare advised that the \$500 000 operations budget reduction mentioned in his Budget presentation at the previous meeting was partly due to flow-through UPass revenues not being included in the forecast and partly due to the donation for the Jack Shadbolt Tree of Life being a one-time occurrence in the previous year.

Deputy Vice-Chancellor's Remarks

The Principal advised that the Administration had been having many meetings of late to prepare the next year's Budget submission to the Board of Governors.

Professor Buszard noted that she recently welcomed Eric Foster, Member of the Legislative Assembly (MLA) for Vernon-Monashee, to his first visit to campus.

With regards to alumni and development activities, the Principal advised that last week she visited Hong Kong with President Toope for a variety of events. Although she did not expect to see substantive donations from our alumni for many years given the relative youth of our graduates, Professor Buszard expressed her appreciation for being able to meet with so many of our young alumni as well as some parents of current students.

The Principal noted that our development campaign was approaching \$71M in total funds raised due to the work of campaign cabinet and our alumni and development team.

Academic Policy Committee

The Chair of the Academic Policy Committee, Dr Jan Cioe presented

POLICY O-125: TERM AND EXAMINATION SCHEDULING

See Appendix A: Policy 0-125

<i>Jan Cioe</i>	}	<i>That Senate approve the attached Policy O-125:</i>
<i>Wisdom Tettey</i>		<i>Term and Examination Scheduling, effective</i>
		<i>September 1, 2014."</i>

Senator Cioe explained the changes proposed to current practice: reducing the break between term and exams from 3 to 2 days, changing the timing of reading week to correspond with the new Family Day holiday, and avoiding starting term 2 on January 2nd.

Approved

REVISIONS TO POLICY O-300: ACADEMIC STANDING AND NEW POLICY O-304: ADVANCEMENT REGULATIONS

See Appendix B: Polices O-300.1 and O-304

Jan Cioe } *That Senate approve revisions to policy O-300:*
Wisdom Tetey } *Academic Standing as set out in the attached,*
effective September 1, 2014; and,

That Senate approve the attached Policy O-304:
Advancement Regulations, effective September 1,
2014.

By general consent, Section 8 of policy O-300 was amended to not remove the “to”

Approved as
amended

Admission & Awards Committee

The Acting Chair of the Committee, Dr Spiro Yannacopoulos, presented.

NEW AND REVISED AWARDS

See Appendix C: Awards Report

Spiro Yannacopoulos } *That Senate accept the new and revised awards*
Ramine Adl } *as listed and forward them to the Board of*
Governors for approval; and that a letter of
thanks be sent to the donors.

Senator Cioe asked why the change to the Graduate Dean’s Entrance Scholarship included listing the value of the award.

The Dean of Graduate Studies advised that the award would be limited and thus it made sense to provide clarity.

Senator Johnson asked if the faculty would be providing students with more information regarding eligibility for the Goldman Bursary.

Dean Tetey replied that yes; the faculty had a document to provide more guidance.

Approved

BACHELOR OF EDUCATION – SECONDARY TEACHER EDUCATION PROGRAM (STEP)

Spiro Yannacopoulos } *That Senate approve the admissions proposals for*
Lynn Bosetti } *the Bachelor of Education for entry to the 2014*
Summer Session and thereafter.

Spiro explained that this change was to align admissions with new program regulations.

Jan asked why Psychology was not included under Social Sciences.

With leave of Senate, Professor LaGrange advised that the list was under the control of the Teacher Regulation Branch (TRB) of the Ministry of Education and not the Faculty. The Faculty was unsure why the TRB did not recognize Psychology but agreed to further explore this with the Ministry.

Dean Bosetti noted that the program did include developmental psychology courses.

Approved

MASTER OF SCIENCE / DOCTOR OF PHILOSOPHY IN BIOLOGY

Spiro Yannacopoulos } *That Senate approve the admissions proposal for*
Barbra Rutherford } *Master of Science / Doctor of Philosophy*
(Biology), effective for entry to the 2014 Winter
Session and thereafter.

Senator Yannacopoulos explained to Senate that the nature of the change was to require students to identify supervisors prior to admission to graduate programs.

Approved

MASTER OF MANAGEMENT

Spiro Yannacopoulos } *That Senate approved the admissions proposal*
André Phillion } *for Master of Management (M.M.) for the 2014*
Winter Session only.

Senator Yannacopoulos explained that this would extend the program suspension for one additional year to give the Faculty further time to revise the program's curriculum.

A student senator asked if the Faculty had addressed the concerns raised by the Curriculum Committee in October.

Dean Sugden advised that the Faculty is reviewing its proposed regulations and is consulting with other faculties on campus regarding its plans.

Senator Dodds asked why we could not make the needed changes last year.

Dean Sugden informed Senate that review and consultation took more time than originally anticipated.

Senator Cioe advised that the Curriculum Committee thought the proposed program was innovative and had potential, but details still needed to be worked out, particularly around student progression for when students fell out of their cohort.

In response to a question from Senator Bullock, Dean Sugden advised that this extension would not affect other Management faculty initiatives.

Senator Johnson asked if any students had already applied for next year.

Dean Sugden replied that no students had applied.

Approved

BACHELOR OF MANAGEMENT JANUARY ENTRY

Senator Yannacopoulos advised that the Admission & Awards Committee had held an extraordinary meeting to consider the matter referred. The Committee noted that this matter was not directly under its mandate but appreciated that it had the closest mandate.

In response to the referral, the Committee met with student and faculty representatives and reviewed written materials and has determined that it has no reason to recommend a change.

Senator Bullock advised that he appreciated the Committee's consideration of the referral, but suggested that greater communication and consultation in the future would be appreciated.

Senator Cioe asked if Dean Sugden could explain why the decision was communicated on 6 November.

Dean Sugden advised that the students we knew about were engaged with over the summer. Those more recent students were informed as we became aware of them. The 6 November letter was issued at that time as we had final enrolment data on 1 November, but almost all students would have been aware well before that date.

The Principal reminded the students that the campus did have an Ombuds officer who could provide advice to students in situations where they felt that faculty decisions were unfair.

Curriculum Committee

See Appendix D: Curriculum Report

The Chair of the Senate Curriculum Committee, Mr Ramine Adl, presented.

Ramine Adl } *That Senate approve the new course brought forward from the Faculty of Applied Science and the new and revised courses and programs brought forward from the Faculty of Arts and Sciences as set out in the attached proposals.*
Jan Cioe

Senator Adl led Senate through the curriculum proposals presented.

Senator Phillion asked how the outreach requirement for the Doctor of Philosophy in Biology would be assessed to ensure its completion.

Senator Adl advised that this would be a required activity that students had to complete, but it would not be marked or evaluated.

Approved

Nominating Committee

Senator Jan Cioe presented on behalf of Dr Deborah Roberts, Chair of the Senate Nominating Committee.

Jan Cioe } *That Senate appoint Dr. Yves Lucet to serve on the Senate Curriculum Committee until 31 August 2014; and*
Barbara Rutherford

That Senate appoint Mr. Daniel Daniluck to serve on the Senate Appeals of Standing and Discipline Committee until 31 March 2014 and thereafter until replaced.

Approved

Reports from the Deputy Vice-Chancellor

CAMPUS MASTER PLAN UPDATE

Associate Vice-President Michael Shakespeare presented.

Mr Shakespeare explained that a very similar presentation to the one he was presenting to Senate had recently been made to the Senate Academic Buildings & Resources Committee. He noted

that the last master plan was developed before the West campus lands were acquired; we have now roughly doubled the campus size by addition of this new Agricultural Land Reserve (ALR) land.

The Associate Vice-President advised that we are updating plans for roads, transit and cycling infrastructure; our parking strategy, and our infrastructure services. The 2009 update was to accommodate a 20-year horizon and we are already at the stage of growth expected for 2029.

There is a Master Plan Steering Committee co-chaired by himself with, Lisa Colby, Acting Associate Vice-President for Campus and Community Planning. The Committee is further composed of deans, the Provost, senators, and staff representatives. The Committee provided regular updates to the Board, the Senate committee, and the campus executive.

Mr Shakespeare noted that the Aspire plan will inform academic plans and the campus master plan will physically articulate those plans for our campus. These processes are happening in parallel, largely due to the technical piece of needing a mapping exercise to be completed this year. Aspire should be completed in time to feed into the master plan process.

To date, we have had our first phase of public consultation – faculty, staff, students, and well as the outside community such as city representatives. They have told us what they think we should take into consideration when planning and have shared their preliminary views.

In early October we had a successful launch with open house where we saw 120 attendees when we were only expecting 50. So far, 125 people have provided feedback.

Senator Tetley asked how recreation was being defined and what examples we may have provided.

Mr Shakespeare advised that it was not defined and so it was the interpretation of the feedback submitted. We provided a list of sporting-type ones but had a blank that could be filled in.

Senator Tetley opined that cultural activities could also be viewed as recreation.

Mr Shakespeare noted that we received a petition from cyclists in support of providing access to the north side of Roberts Lake.

Senator Cioe noted that some feedback was mutually exclusive, such as parking and transportation priorities.

Mr Shakespeare advised that we hoped to have a new Master Plan receive Board approval in November 2014.

Senator Cioe asked for the status of an alternate road into campus.

Mr Shakespeare advised that the city has acquired one property in full and is working on the other two partially to develop a road. 2017 was an accurate build date, largely for financial reasons, and that this could only be accelerated if new money was available.

The Principal advised that this had been discussed at the Board and with the City of Kelowna and Ministry of Transportation. She noted that we were using our best lobbying efforts to encourage the city and province to view this as a higher priority as we were close to a population of 10 000 today, and not in 2029 as predicted.

Senator Dods noted that many people from the community were from Kelowna, but she suggested we have a more expansive catchment area and that we should broaden our perspective to ensure the entire valley takes an interest in us.

Professor Buszard advised that as part of Aspire we are reaching out beyond Kelowna; for the campus master plan this was a technical discussion with the city planners for Kelowna.

Mr Shakespeare agreed, but noted that Kelowna has a specific interest around zoning and city planning.

Senator Johnson asked how many people signed the petition and filled out our questionnaires.

Mr Shakespeare advised that 900 persons signed the cycling petition and 125 filled out our questionnaires. He suggested that we had a good communications plan for the questionnaires but they took more time to complete than signing a petition did.

Senator Cioe suggested that he would like to see what was proposed so he could react to it and engage with his comments.

In response to a question from a student senator, Mr Shakespeare advised that we had been in contact with the Voice Project.

Senator Sneg asked what specific efforts were made to communicate with students for feedback. She noted that the bike petition was well circulated.

Mr Shakespeare advised that they had engaged with both the Students' Union and the Phoenix newspaper.

The Principal added that she hoped the UBCSUO would take an active role in seeking student feedback.

Senator Bullock advised that while he read the Phoenix, he was not sure if it was an effective medium. He found the open forum to be very effective and agreed that you could not fairly compare response rates for the questionnaire versus the petition.

Other Business

The Associate Registrar, Mr Eaton, announced the appointment of Ms Maggie O'Neill as Associate Academic Governance Officer with the Office of the Senate. He asked senators to welcome her to her new role supporting their work.

The Principal thanked senators for their work over the year and wished all a good break.

Adjournment

There being no further business, the meeting was adjourned at 4:44 pm.

Appendix A: Policy O-125

Please see the Secretary for the formal version of Policy O-125. The following is an excerpt of the key text:

- 1) *Winter Session* shall be divided into two terms. Each term shall contain a minimum of 60 *teaching days*; 63 *teaching days* are considered optimal.
- 2) Each term shall span a minimum of 12 *teaching weeks*. The observance of *university-recognized holidays* and a pre-examination break may result in some of the 12 weeks containing fewer than five (5) *teaching days*.
- 3) Term 1 may begin prior to Labour Day, although not earlier than September 1. The Tuesday following Labour Day is the typical Term 1 start date.
- 4) Term 2 shall begin the Monday following January 1 unless this creates an issue in achieving the minimum number of *teaching days* or *teaching weeks* set out in sections (1) and (2), in which case it will begin the week prior.
- 5) There shall be at least two (2) calendar days, including weekends and *university-recognized holidays*, between the last day of classes in a *Winter Session* term and the beginning of *formal examinations*.
- 6) Up to 14 examinable days may be scheduled including Saturdays but not Sundays for each *Formal Examination Period* in the *Winter Session*.
- 7) Winter Term 1 *formal examinations* conclude not later than December 22; Winter Term 2 *formal examinations* conclude no later than April 30.
- 8) A one day mid-term break shall be scheduled during Term 1, either on the day directly preceding or directly following the November 11 statutory holiday or UBC holiday in lieu.
- 9) A four-day mid-term break shall be scheduled during Term 2, directly following the Family Day statutory holiday.
- 10) *Summer Session* shall be divided into two terms. Each term shall contain a minimum of 27 *teaching days*; 28 days are considered optimal. Term 1 and Term 2 are equal in length, where possible.
- 11) Each term shall span a minimum of 6 *teaching weeks*. The observance of *university-recognized holidays* and the provision of a weekday free of classes at the end of each term before *formal examinations* can result in some of these 6 weeks containing fewer than five (5) *teaching days*.

- 12) Courses may be offered which span both *summer session* terms. In such cases, the *formal examination period* falling at the end of Summer Term 1 shall be used for a break in study or a mid-term examination within the *formal examination period*. These 12 week courses shall be examinable in the Term 2 *formal examination period*.
- 13) Term 1 shall begin on the last Monday in May occurring before May 17.
- 14) Term 2 shall begin after the Canada Day holiday and no later than July 6. The first week of Term 2 will be no shorter than three (3) days.
- 15) There shall be at least two (2) calendar days including weekends and *university-recognized holidays* between the last day of classes in a *Summer Session* term and the beginning of *formal examinations*.
- 16) The length of the Term 1 and Term 2 *formal examination periods* shall be equal, whenever possible. *Formal examinations* run for five (5) days including, if necessary, a Saturday.
- 17) Summer Term 1 *formal examinations* shall conclude no later than June 30; Summer Term 2 *formal examinations* conclude not later than August 22.

Appendix B: Policies O-300.1 and O-304

Please see the Secretary for the formal version of policies O-300.1 and O-304. The following is an excerpt of the key texts:

O-300.1

- 1) There are three possible academic standings:
 - a. Good (also referred to as being “In Good Standing”)
 - b. Probationary (also referred to as “On Academic Probation”)
 - c. Failed
- 2) A student’s standing is assigned as a result of academic performance evaluations.
- 3) Each program shall have regulations for academic performance evaluations in their academic regulations.
- 4) On initial entry to a program, all students are in Good standing and remain as such unless another standing is assigned, or the student graduates, withdraws from their program, or fails to enroll in one or more courses by the close of registration for a given Winter Session, in which case they cease to be students.
- 5) Probationary standing is noted on the Student Information System but not on Transcripts of Academic Record. Students will be notified of their probationary standing as quickly as possible following an academic performance evaluation.
- 6) A student On Academic Probation may have restrictions placed on his or her registration as set out in each program’s academic regulations.
- 7) The academic regulations of the program into which he/she is readmitted notwithstanding, a student who had been required to discontinue studies, and later successfully appeals for readmission, may be placed On Academic Probation for their first session of studies upon return and may have restrictions placed on his or her registration by the dean of the faculty concerned.
- 8) A student who receives a first academic standing of Failed is required to *discontinue* his or her studies:
 - a. for a set period of time; or,
 - b. until certain requirements set by their faculty are met.
- 9) A student who has been assigned an academic standing of Failed a second time will be required to *withdraw* permanently, based upon the regulations of their program and faculty or under the Advancement Regulations.

- 10) A student with Failed standing who has not been required to *withdraw* permanently may only take classes for academic credit for transfer to the University at other institutions with the permission of their faculty.
- 11) An academic standing of Failed shall normally take effect immediately. However, should a Failed standing be assigned to a student after classes have commenced for a term, a student may elect to remain in those courses in which they are enrolled for that term; in such a case the Failed standing and any requirement to withdraw shall take effect at the beginning of the subsequent academic term.
- 12) A student appealing to be permitted to continue his or her studies immediately, despite having received an academic standing of Failed, may not register for or attend courses while awaiting the results of their appeal, except as noted above.

O-304

- 1) Except with permission of the dean of the faculty providing the course of study in special cases, or where the faculty provides otherwise in its advancement regulations, no student may repeat a course more than once. In the case of a graduate student, such permission may be granted by the dean of the faculty providing the course of study in consultation with the Dean of the College of Graduate Studies.
- 2) Each faculty shall have regulations on advancement. Students who do not meet the required standard in any session will be assigned Failed standing and may be required to *discontinue* or *withdraw* unless granted permission by the dean of the faculty to continue in his or her course of study. In the case of a graduate student, such permission may be granted by the dean of the faculty providing the course of study in consultation with the Dean of the College of Graduate Studies.
- 3) A student in a year of study which may normally be taken in the first or second year following secondary school graduation who is assigned Failed standing will be required to either *discontinue* for at least 12 months or to *withdraw*.
- 4) Students who are assigned Failed standing in one faculty may only transfer to another faculty if they meet the advancement and admission requirements of the second faculty as specified in the faculty advancement regulations.
- 5) Students who have been required to *discontinue* or *withdraw* may be readmitted subject to the regulations of the faculty that they wish to enter.
- 6) A student at any level of university study who is assigned a standing of Failed for a second time (which need not be consecutive or in the same course of study) will be required to *withdraw* from the University. After a period of at least 12 months one year, an appeal for permission to re-enrol will be considered. Such an appeal will be granted only after the appeal has been reviewed and approved by the dean of the

faculty concerned. A negative decision by the dean may be appealed to the Senate Admissions and Awards Committee.

Appendix C: Awards Report

New Awards:

René Goldman and Terry Dukur-Goldman Bursary

A \$1000 bursary is offered by René Goldman and Terry Dekur-Goldman to a student in the Department Critical Studies in the Faculty of Creative and Critical Studies at the University of British Columbia, Okanagan campus. (First award available for the 2013/14 Winter Session)

Aboriginal Graduate Fellowship

The Aboriginal Graduate Fellowship is a merit-based fellowship that is awarded to Aboriginal graduate students who are engaged in full-time study or research leading to a graduate degree. Aboriginal students, which include Canadian First Nations, Métis or Inuit students, are eligible to apply for this funding. The award value is \$10,000 each. The College of Graduate Studies anticipates awarding eight students per year for a total of \$80,000. Students will be required to apply through an annual competition. Applicants will be adjudicated by the College of Graduate Studies Scholarship and Awards Committee. The College of Graduate Studies Scholarship and Awards Committee will provide nominations to the Dean of the College of Graduate Studies, who will determine the final awardees. (First award available for the 2014/15 Winter Session)

Previously-Approved Awards with Changes in Terms or Funding Source:

26353 Graduate Entrance Scholarship

Graduate Dean's Entrance Scholarship

Graduate Dean's Entrance Scholarships (GDES) are offered to the best and brightest incoming thesis-based master's and doctoral students at UBC's Okanagan campus. Students who have submitted a complete admission application by the date indicated for each admission period will be automatically considered for this scholarship.

Eligible students must have a GPA of first-class standing. The minimum value of the Graduate Dean's Entrance Scholarship is \$5,000. This award value may be increased by increments of \$2,500 to a maximum of \$15,000. The funding for this award will be made available from the University budget. The value of this award is reviewed annually.

Awards are made on the basis of nominations provided by graduate programs to the College of Graduate Studies at the time of recommending a student for admission.

26301 University Graduate Fellowship

The University Graduate Fellowship (UGF) is a merit-based scholarship that is awarded to graduate students engaged in full-time study or research in a thesis-based program. Incoming students are automatically considered for University Graduate Fellowship funding upon consideration for admission. Current students, enrolled in an Okanagan graduate degree program, must apply annually for University Graduate Fellowship funding.

Eligible students must have a GPA of first-class standing. This award may be received in increments of \$3,000 to a maximum of \$15,000. The funding for this award will be made available from the University budget. The value of this award is reviewed annually.

Awards are made on the basis of nominations provided by graduate programs to the College of Graduate Studies. Graduate programs are encouraged to submit University Graduate Fellowship nominations for incoming students at the time of recommending the student for admission. Nominations for current students may be submitted to the College of Graduate Studies as they are determined by the graduate program. Normally, University Graduate Fellowships cover a 12-month period from May to April, of the following year.

Appendix D: Curriculum Report

Applied Science

New Course:

ENGR 449 (3) Special Topics in Civil Engineering

Arts & Sciences

Changed Programs:

Master of Science in Biology

Doctor of Philosophy in Biology

Bachelor of Science -> Major in Biochemistry -> Co-operative Education Program

New Course:

GWST 429/GEOG 429 (3) Sexuality and Space