

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN



OKANAGAN SENATE SECRETARIAT

Enrolment Services
Senate and Curriculum Services

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THE OKANAGAN SENATE

MINUTES – **Draft**

Wednesday 23 September 2009

2:30 pm to 4:30 pm

LIB 317 | UBC OKANAGAN CAMPUS

Attendance

Present: Professor S. J. Toope (President), Dr. D. Owram (Deputy Vice-Chancellor), Ms. S. Morgan-Silvester (Chancellor), Mr. J. Ridge, (Associate Vice-President, Enrolment Services & Registrar), Dr. A. S. Abd-El-Aziz (Provost), Dr. P. Arthur, Dean R. Belton, Ms. S. Bertrand, Dean R. Campbell, Dr. J. Castricano, Dr. J. Cheng, Dr. J. Cioe, Ms. C. Cody, Dr. F. de Scally, Dr. M. Duran-Cogan, Ms. C. Hopkins, Mr. A. Hu, Dr. J. Johnson, Mr. S. Joseph, Dr. D. Keyes, Dean M. Krank, Ms. C. Kuhn, Dr. R. Lalonde, Ms. R. L'Orsa, Dr. G. Lovegrove, Acting Dean C. Mathieson, Dr. B. Nilson, Dr. B. O'Connor, Dr. G. Pandher, Ms. L. Patterson, Dr. M. Rheault, Dr. C. Robinson, Acting Dean K. Rush, Dr. B. Schulz-Cruz, Mr. D. Vineberg, Ms. J. Walker, Dr. S. Yannacopoulos, Ms. G. Zilm

Guests: Ms. L. Collins, Mr. C. Eaton, Ms. M. Kruiswyk, Ms. C. Dauvergne, Dr. A. Jones, Ms. I. Parent, Dean G. Stuart

Regrets: Dean T. Aboulnasr, Mr. G. August, Ms. M. Burton, Mr. N. Cadger, Ms. L. Driscoll, Dr. C. Hodge, Dr. A. Joy, Mr. J. Kent, Dr. S. McCoubrey, Acting Dean D. Muzyka, Dr. H. Najjaran, Ms. W. Rotzien, Dr. C. Scarff,

Recording Secretary: Ms. N. Limbos-Bomberg

Call to Order

The Chair called to order the first regular meeting of the Senate for the 2009/2010 academic year.

Introductions

The Chair welcomed Mr. James Ridge, Associate Vice-President, Enrolment Services & Registrar and Secretary to Senate to his first regular meeting of the Okanagan Senate. Ms. Ingrid Parent, the new University Librarian, was welcomed to her first meeting of the Okanagan Senate.

Senate Membership

Vice-Chair of Senate

The Secretary issued a call for nominations for one (1) Senator to serve as Vice-Chair of Senate for a term of one year and until replaced, pursuant to s. 37(1)(a) of the *University Act*. The nominations deadline was set at 30 September 2009.

Declarations of Vacancy, Replacement

The Secretary declared the following vacancies:

1. One (1) representative of the Students At-large to replace resigning member Mr. Gary Cowan.
2. One (1) faculty representative of the Faculty of Health and Social Development to replace Dr. Craig Mitton.

The Secretary issued notice of the following replacement:

1. Dr. Jonathan Holzman assumes the seat of resigning Senator Dr. Jennifer Gustar as Representative from the Joint Faculties.

Minutes of Previous Meetings

Minutes of the Previous Meeting, 6 May 2009

Moved: Dr. Cioe
Seconded: Ms. Cody

That the minutes of the Okanagan Senate Meeting of 6 May 2009 be adopted as circulated.

The motion was put and carried.

Minutes of the Special Meeting of Senate to Consider the Administrative Organization of Graduate Studies at UBC Okanagan, 9 September 2009

Moved: Dr. Abd-El-Aziz

Seconded: Dr. Castricano

That the minutes of the Special Meeting of the Okanagan Senate to Consider the Administrative Organization of Graduate Studies at UBC Okanagan, 6 May 2009 be adopted as circulated.

The motion was put and carried.

Remarks from the Chair and Related Questions

The President offered highlights from UBC's first annual President's Town Hall Meeting held that day.

Provincial Government Relations

Provincial Budget

The President noted good news in the form of continued support for research-intensive universities with an increase to UBC's operating grant, a signal of the government's interest in higher education. In the previous six months, \$128.4 million was received from the provincial government for new capital projects, there had been an investment in three new buildings at the Vancouver campus; and the Okanagan continued its build-out.

Harmonized Sales Tax

The President expressed concern over the new Harmonized Sales Tax (HST) as currently there were no provisions for rebates of institutions of higher education, unlike those in place for charities and municipalities. He noted that he was in active discussions with the Ministry of Finance and while the Ministry had indicated that the government was considering an increase in university operating grants to offset the HST, a rebate, as is offered in other provinces, was preferred.

Michael Smith Foundation for Health Research

The President reported that the Michael Smith Foundation for Health Research had received no further provincial government commitment. He added that recent discussions in the press with Kevin Falcon, Head of the British Columbia Ministry of Health Services, suggested there might be a replenishment of the fund, although this is not certain.

Provincial Reduction in Student Financial Assistance

The President expressed concern over the reduction of \$16.7 million from the provincial Student Aid BC budget: targeted cuts had seriously affected certain types of students in terms of scholarships and special program bursaries.

UBC Strategic Plan

The President described the continued development of Place and Promise: The UBC Plan. Senators were encouraged to respond to calls for comment on the preview available at www.strategicplan.ubc.ca/vision_mission.

H1N1 Influenza Planning

The President noted that the potential for an H1N1 pandemic this autumn was being closely monitored. He stressed that while each campus had implemented different protocols in conjunction with the local health authority, two common measures would minimize transmission:

1. Frequent hand washing; and
2. Limiting contact with others when experiencing symptoms.

In response to a question regarding the availability of vaccinations, the President advised contacting the local health authority.

From the Board of Governors

The Senate received for information confirmation that the following items approved by the Okanagan Senate were subsequently approved by the Board of Governors as required under the *University Act*. The Chair confirmed that communications between the Board and Senate secretariats were proceeding seamlessly, with no delay in the transmission of materials.

Senate Meeting of 8 April 2009

Curriculum proposals from the Faculties of Applied Science, Arts and Sciences, and Health and Social Development.

The establishment of the Institute for Healthy Living and Chronic Disease Prevention.

Senate Meeting of 6 May 2009

Curriculum proposals from the Faculties of Arts and Sciences, Creative and Critical Studies, Education, Health and Social Development, and the College of Graduate Studies.

The amendment to the resolution approved on 11 March 2009 that the pre-requisites for all first-year English courses be amended to change the effective date from 2009 Winter to 2010 Winter.

Deputy Vice-Chancellor's Remarks

The Deputy Vice-Chancellor noted that the strategic plan for UBC Okanagan was proceeding in parallel with the system-wide Strategic Plan, with the Provost conducting consultations with various groups, and hosting an open forum to inform the Academic Plan in mid-October.

Report from the UBC Faculty of Medicine

Dr. Owram introduced Dr. Allan Jones, Regional Associate Dean, Faculty of Medicine and Associate Vice-Provost, Medical Sciences at UBC Okanagan for the Southern Medical Program to offer an introduction and update.

Dr. Jones began by encouraging feedback, and expressed his hope that the Program would effectively develop synergies with existing teaching and research activities.

Highlights:

- UBC Faculty of Medicine is a system-wide faculty and home to the province's only medical school.
- In partnership with the six health authorities, the University of Victoria, the University of Northern British Columbia, and now UBC Okanagan.
- UBC Faculty of Medicine programs are delivered in more than 80 communities throughout the province.
- UBC Faculty of Medicine offers programming in three areas: undergraduate medical education (Doctor of Medicine), postgraduate medical education (with 62 residency training programs), and continued professional development.
- 2011 start date with 32 students at the UBC Okanagan site, making UBC the 8th largest medical school in Canada.

In response to a question whether graduates would be obliged to practice in this region, Dr. Jones replied in the negative, but added that while some are lost to residency placements, recent surveys indicate that British Columbia is a favourite place to practice.

Dr. de Scally inquired how many instructors would be based in the Okanagan. Dr. Jones noted that four Okanagan-based scientists, ten clinical academic

faculty, and two instructors would work with community health professionals from this region.

Dr. Gavin Stuart, Dean of the Faculty of Medicine, reinforced President Toope's comment on the need to carefully navigate challenges and opportunities around program accreditation.

The Chair called for the following motion:

Moved: Dr. Abd-El-Aziz

Seconded: Ms. L'Orsa

That the Okanagan Senate officially welcome to UBC Okanagan the Southern Medical Program and representatives of the UBC Faculty of Medicine.

The motion was put and carried.

Academic Policy Committee

Committee Chair Dr. Jan Cioe presented the oral report.

Next Steps - The Administrative Organization of Graduate Studies at UBC Okanagan

Dr. Cioe reported that the Deputy Vice-Chancellor, the Provost, and the Dean of the College of Graduate Studies had met, and that an Interim Director of Interdisciplinary Graduate Studies (IGS) for a term of one-year was to be announced shortly.

Dr. Cioe noted that the issue of signing degree parchments remained unresolved and would be brought to the next Senate meeting via the Academic Policy Committee. Dr. Keyes requested and Senators concurred that the Committee propose a more permanent resolution.

Curriculum Committee

As a non-member of Senate, Acting Chair Mr. Eaton was given leave by Senate to present the report.

See also, 'Appendix A: Curriculum Summary.'

Moved: Dr. Cioe

Seconded: Ms. L'Orsa

That Senate approve the new courses brought forward by the Faculty of Applied Science as set out in the attached proposal.

Discussion

Dr. Cioe observed that as many of the proposed new courses contain a “credit will not be granted” phrase, some undergraduate students might one day find themselves in the position of being prohibited from taking many graduate-level courses. Dr. Yannacopoulos noted that Applied Science carefully monitors student records, and also offers many course options; he stated that it is the goal of the Faculty to attract the best students and retain them as graduate students.

The motion was put and carried.

Admissions and Awards Committee

Acting Chair Dr. Yannacopoulos presented the report.

New Awards

Moved: Dr. Yannacopoulos

Seconded: Dr. Rheault

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

Discussion

In response to a question around the nomination process for the Bauschke awards, Dr. Yannacopoulos responded that, as was the case in all faculties, the Barber School of Arts and Science’s awards committee would adjudicate.

The motion was put and carried.

Admissions Proposal: Academic Leave

Moved: Dr. Yannacopoulos

Seconded: Ms. Cody

That Senate approve the proposed changes to the policy on Academic Leave.

The motion was put and carried.

Report from the Associate Vice-President, Enrolment Services and Registrar

Preliminary Enrolment Report, 2009/2010

Mr. Ridge had circulated a preliminary report on enrolment by campus. He indicated that a more detailed report would be available in November 2009. Key indicators for the Okanagan were as follows:

- As of August 26, 2009, UBC Okanagan had 6,015 registered students (5,325 as of same date 2008).
- Total enrolment could be disaggregated into 406 graduate students, 5,458 undergraduate students, and 119 unclassified, visitor, and Access Studies students.
- Undergraduate degree program headcount had grown to 5,458 students, a 12% increase over point-in-time 2008 (this figure excludes unclassified, visitor, and Access Studies students). Total undergraduate FTE (Full Time Equivalency) enrolment was currently at 4,908, a 15% increase over point-in-time. The fact that FTEs had increased more than headcounts suggests that the average UBC student was taking a slightly higher courseload than in 2008.
- Graduate enrolment had also grown to a total of 406 registered students, an increase of 39% (293 as of same time date 2008).

Key trends to watch include:

- Top countries for international students are China, South Korea, and the United States. In total, UBC Okanagan's ISI population represented over 50 countries.
- Students admitted via alternate offer made up approximately 10% of enrolment and lead to elevated retention issues being closely monitored through strategic enrollment management.
- Female students were in majority.
- Aboriginal student enrolment was declining.
- Programs with finite enrollment attract more qualified students than there were seats available.

Discussion

Mr. Ridge discussed student retention, namely the spike of students transferring from this campus to the Vancouver campus; he committed to researching the statistics on these transfer students. The Deputy Vice-Chancellor added that the Okanagan's biggest retention challenge was that UBC O was sometimes a student's second-choice school, with many students completing first year and then leaving. Dr. Yannacopoulos raised Engineering students as an exception to this trend, stating that several students transferred to the Okanagan in second year from UBC Vancouver. He also noted that statistics show that students who transferred from the Okanagan to Vancouver did as well, and in some cases better, in second year compared to continuing Vancouver students, and credited the School of Engineering faculty and staff.

Dr. Duran-Cogan wondered why aboriginal student enrolment numbers were in decline. The President expressed his concern over this trend, citing a need to further investigate issues of access to higher education and funding.

The Deputy Vice-Chancellor noted the encouraging trend of the mean admission average increasing every year. He noted that limited enrolment programs like nursing would likely need to raise the minimum admission average in response.

Dean Belton clarified that the 57% capacity cited for the Bachelor of Fine Arts program did not properly account for registered students and suggested alternative means of calculating statistics with the Faculty of Creative and Critical Studies.

Dr. Najjaran expressed his desire to see sessional lecturers and course sections added to respond to last minute student enrolment and registration trends. The President suggested addressing these concerns from the more broad level of strategic enrollment management. The President expressed his concern over retention rates as a whole. Dr. Najjaran pointed out that the University of Toronto's first-year engineering program does not allow classes larger than 100, and expressed his feeling that Okanagan classes were over-sized and did not allow for an optimum teaching environment. The President disagreed with this point, and stated that overall the UBC faculty-student ratio is one of the best in the country alongside the University of Toronto and McGill University. The Deputy Vice-Chancellor added that it is important to review all factors in considering class size, including program, year, the role of sessional instructors, and budget.

Dr. Rheault raised student life as a major factor in student retention, namely lack of access to physical, cultural, and social activities. The Deputy Vice-Chancellor agreed, noting that the Associate Vice-President, Students Mr. Ian Cull, and the Provost Dr. Alaa Abd-El-Aziz are addressing both non-academic and academic initiatives in the emerging UBC Okanagan Academic Plan.

Adjournment

There being no further business, the meeting was adjourned at 4:25pm.

The following regular meeting of the Senate was scheduled for Wednesday 21 October 2009 at 3:30pm to 5:30pm in Library 317.

**Regrets: Nathalie Bomberg (250) 807-9259 or email nathalie.bomberg@ubc.ca
UBC Senates and Council of Senates website www.senate.ubc.ca**

Appendix A: Curriculum Summary

Faculty of Applied Science

1. The following new courses:

1. ENGR 415 (3) Reliability Engineering and System Safety/ ENGR 515 (3) Reliability Engineering and System Safety
2. ENGR 510 (3) Continuum Mechanics
3. ENGR 520 (3) Energy Transformations in the Environment
4. ENGR 532 (3) Project Planning and Control
5. ENGR 533 (3) Construction Engineering and Management
6. ENGR 534 (3) Road Safety Planning and Engineering
7. ENGR 536 (3) Sustainable Land Use and Transportation
8. ENGR 538 (3) Rock Engineering
9. ENGR 539 (3) Terrain Modelling and Analysis
10. ENGR 541 (3) Water Resource Modelling
11. ENGR 546 (3) Biological Treatment Processes
12. ENGR 549 (3) Environmental Risk Analysis
13. ENGR 558 (3) Power Electronics
14. ENGR 562 (3) Information Theory
15. ENGR 568 (3) Advanced Digital System Design
16. ENGR 571 (3) Radio Frequency Integrated Circuits
17. ENGR 572 (3) Photonic Engineering
18. ENGR 584 (3) Heat and Mass Transfer
19. ENGR 592 (3) Microfluidics
20. ENGR 593 (3) Computational Fluid Dynamics