

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 21 October 2009

3:30 pm to 5:30 pm

LIB 317 | UBC OKANAGAN CAMPUS

Attendance

Present: Dr. J. Cioe (Vice-Chair), Mr. J. Ridge, (Associate Vice-President, Enrolment Services & Registrar), Dr. A. Abd-El-Aziz (Provost), Ms. L. Amantea, Dr. P. Arthur, Ms. S. Bertrand, Ms. M. Burton, Dr. F. de Scally, Dr. J. Holzman, Ms. C. Hopkins, Mr. A. Hu, Dr. J. Johnson, Mr. S. Joseph, Mr. J. Kent, Dr. D. Keyes, Dean M. Krank, Ms. C. Kuhn, Dr. R. Lalonde, Ms. R. L'Orsa, Dr. G. Lovegrove, Acting Dean C. Mathieson, Dr. S. McCoubrey, Dr. H. Najjaran, Dr. B. Nilson, Dr. B. O'Connor, Dr. D. O'ram (Deputy Vice-Chancellor), Ms. L. Patterson, Dr. M. Rheault, Dr. C. Robinson, Acting Dean K. Rush, Dr. C. Scarff, Mr. D. Vineberg, Dr. S. Yannacopoulos

By Video-conference: Professor S. J. Toope (President)

Guests: Ms. L. Collins, Mr. B. Chavarie, Mr. C. Eaton, Ms. M. Kruiswyk

Regrets: Dean T. Aboulnasr, Mr. G. August, Dean R. Belton, Mr. N. Cadger, Dean R. Campbell, Dr. J. Castricano, Dr. J. Cheng, Ms. C. Cody, Ms. L. Driscoll, Dr. M. Duran-Cogan, Dr. C. Hodge, Dr. A. Joy, Ms. S. Morgan-Silvester (Chancellor), Acting Dean D. Muzyka, Dr. G. Pandher, Ms. W. Rotzien, Dr. B. Schulz-Cruz, Ms. J. Walker, Ms. G. Zilm

Recording Secretary: Ms. N. Limbos-Bomberg

Call to Order

Vice-Chair Dr. Owram called to order the second regular meeting of the Senate for the 2009/2010 academic year.

Senate Membership

Vice-Chair of Senate

The Secretary declared that in response to a call for nominations for the annual election of a Vice-Chair of Senate issued at the 23 September 2009 meeting of the Senate, one nomination for Dr. Jan Cioe was received and accepted, and Dr. Cioe was thus acclaimed as elected.

Dr. Cioe assumed the chair as Vice-Chair of Senate.

Notices of Replacement

The Secretary issued notice of the following replacements:

1. Ms. Lindsay Amantea replaced resigning Student Senator Mr. Gary Cowan as Student Representative At-large.
2. Dr. Gareth Jones replaced Dr. Craig Mitton as Representative of the Faculty of the Health and Social Development.

Call for Nominations

The Secretary issued a call for nominations for one (1) Student Senator to serve on the Nominating Committee to replace resigning Senator Mr. Gary Cowan until 31 March 2010 and thereafter until replaced.

Discussion

On behalf of the UBC Okanagan Students' Union, Ms. Bertrand expressed concern over recent confusion that led to two students being offered a Student Representative At-large position on Senate, and recalled for Senate a similar situation during the February bi-election.

Ms. Collins noted that the *Rules and Procedures of the Okanagan Senate* had been applied correctly in this instance, and the next runner-up from the previous election was offered and had accepted. Ms. Collins stated that she was not prepared to comment on the best structure for secretariat support to the Senate,

and clarified that there is one Secretary to Senate, the Registrar, as defined in the *University Act*.

Minutes of the Previous Meeting, 23 September 2009

Moved: Dr. Johnson

Seconded: Dr. Keyes

That the minutes of the Okanagan Senate Meeting of 23 September 2009 be adopted as circulated.

The motion was put and carried.

Business Arising from the Minutes

Mr. Ridge advised that December's Report on Enrolment would address questions around retention and Aboriginal enrolment trends.

President's Remarks and Related Questions

The President apologized for being unable to attend the meeting in person.

H1N1 Influenza Pandemic Preparedness Planning

The President reassured Senate that parallel plans are in place for both the Okanagan and Vancouver campuses in collaboration with the respective health authorities.

For the Okanagan campus, regular updates are posted on the Interior Health website (www.interiorhealth.ca/H1N1.aspx) as well as the UBC Okanagan website (web.ubc.ca/okanagan/hse/health/h1n1fluvirus.html).

The President emphasized a key role for instructors to make students aware of their responsibilities. Students must:

1. declare absences due to influenza-like illness (ILI) online through the Student Service Centre (SSC) at ssc.adm.ubc.ca/sscportal/servlets/SRVSSCFramework; and
2. remain at home and away from class, labs, social gatherings, sports, etc. until at least 24 hours after being free of fever (100° F [37.8°C]) without the use of fever-reducing medications.

The President noted that the University is not requiring a medical certificate for ILI absences except under compelling circumstances.

G8/G20 University Summit

The President reported that UBC will be partnering with the University of Alberta in hosting the third annual G8/G20 University Summit in May 2010 to coincide with the G20 meeting hosted by Canada. The University Summit will include a meeting for University Presidents and some faculty members in Vancouver, as well as a student summit in Banff. The President encouraged those interested in the theme of “University and Communities Transition to a Sustainable Future” to contact the President’s Office for more information on opportunities to participate in the planning process.

Times Higher Education World University Rankings

With some frustration the President reported that in 2009 UBC had fallen from 34th to 40th position in the recent Times Higher Education Supplement (THES). He expressed disappointment with the methodology used to determine the rankings, but conceded that such are seen as important around the world. He had struck a group to explore why on objective measures UBC’s ratings improved but it still fell in overall rank. The President noted that UBC does not actively participate in ranking surveys, and that any information used in the Supplement had been gleaned from data on the UBC websites and other publications.

Discussion

In response to a question around opportunities for students to participate in the G8/G20 University Summit, the President noted that planning opportunities were limited to two students from UBC. He added that students interested should contact the Office of the President for more information on the process of selection, but that at this time there is general agreement that students must be in their last year of undergraduate study or be registered as a graduate student.

Dr. de Scally requested further information on the proposed process for students reporting influenza-like illnesses, specifically the waiving of the requirement of a doctor’s note and the responsibilities around verifying absences. The President responded that certain details remain to be determined, and ceded further comment to the Provost for Okanagan-specific processes. The Provost noted that discussions at Academic Council centered around the desire to see a system-wide approach of student self-reporting. In response to an inquiry around exam scheduling, the Provost noted that requests to re-schedule exams will be handled like for a regular illness unless the numbers are so large that this proves untenable. He added that the Deans and Provost’s Office continue to work together, and a communication is forthcoming.

Mr. Ridge clarified that the above processes are in place for influenza-like illnesses only.

Place and Promise: The UBC Plan

The President recalled for Senators that two previous drafts presented to Senate explored the vision, values, and commitments statements, and noted that today's discussion was intended to focus on the goals and actions set out within each of the nine commitment areas. He expressed gratitude to both Okanagan and Vancouver Senators for their feedback, noting that many changes had already been incorporated.

The President described Place and Promise as high-level strategic plan that seeks to achieve an overall statement of purpose and ambition for the University over a period of five to ten years, and is not intended to speak in great detail. He noted the range of subsidiary plans which in turn build the overall strategic plan: plans around the Aboriginal community, International Engagement, Focus on People, and Sustainability among them. These various plans fold into and inspire the overall strategic plan. He stressed that Place and Promise is envisioned as a living document meant to continue to inspire action and focus energies, and will be linked to the annual budgets both in the Okanagan and Vancouver to provide a driving force for implementation.

The President encouraged comments and feedback.

Discussion

Dr. O'ram noted that the recent Okanagan Academic Strategic Plan Open Forum attracted over seventy individuals, and confirmed with the Provost that that a revised draft is expected at the end of the month.

Dr. O'Connor inquired how exactly the goals and actions will be linked to the budget process, and wondered which metrics will be used. On this item Dr. O'ram replied that as the Okanagan campus sets priorities, deans will be required to demonstrate how any budget request meets those stated priorities. He stated that properly-focused metrics could positively affect behavior. Dr. O'ram described three levels of metrics:

1. 'Dash-board' or high-level quick measures;
2. University-level measures, select in number; and
3. Unit-level measures.

The President assured Senate that the measures are not intended to be complicated, but are in place to assure that the University is doing what it says it is doing. He explained that measures should be rational and sensible, be both

qualitative and quantitative, and include both process measures and also targeted measures.

International Engagement and Global Influence: How Ambitious is the University of British Columbia?

The President expressed his surprise that to date there had not been more feedback on this discussion paper. He recalled for Senators that in the last strategic plan one pillar identified was internationalization, and as such, was a focus for UBC. He stressed that this discussion paper was not a plan, but rather a means of generating dialogue and discussion across the University.

The President highlighted several key factors. Firstly, there was no crisis: in fact, UBC is one of the two most engaged universities internationally in Canada. That being said, feedback from colleagues has suggested that the sum is not as great as the parts and UBC is not leveraging its international engagement as effectively as it might. He described the discussion paper as offering suggestions where the University might improve by drawing attention to the purposes of engagement as expressed as the core mission of the University and as supported by several principles of engagement. The President stressed the importance of a 'bottom-up' engagement process, one of iteration and learning using connections that already exist. He described learning through his own travels abroad that various units at UBC are working in same geographical or thematic area, yet are unaware of the other's existence. He highlighted the need to continue UBC's strong engagement with Asia, and reaching into India in a more effective way. Other key areas of focus include the Aboriginal community, sustainability, and the importance of providing opportunities to interns and also international graduate students. Lastly, the President drew attention to information gathering and sharing, with several suggestions for ways to improve.

The President concluded, and welcomed Senators' comments.

Deputy Vice-Chancellor's Remarks

The Deputy Vice-Chancellor invited the Provost to offer Senators an update on the progress to appoint an Interim Director for Interdisciplinary Graduate Studies (IGS). The Provost reported that Dr. Daniel Keyes has been appointed for a term of one year ending 30 June 2010; at that time the position will be filled as per the usual process. The Vice-Chair suggested that the appointment process commence immediately in order to assure that a permanent director would be in place for June 2010.

From the Board of Governors

The Senate received for information confirmation that the following items approved by the Okanagan Senate had been subsequently approved by the Board of Governors as required under the *University Act*.

Senate Meeting of 11 February 2009

Curriculum Proposals from Faculty of Arts and Sciences

New Award

Senate meeting of 11 March 2009

Curriculum Proposals from the Faculties of Arts and Sciences, and Creative and Critical Studies.

New Awards

Submission of Consolidated Financial Statements for 2008/2009

For Senate's information Mr. Ridge announced that the consolidated financial Statements for 2008/2009 were available in electronic format at:

<http://www.finance.ubc.ca/financialreporting/FinancialReportingFinancialStatements.cfm>.

Dr. Owram noted that the annual budget will be presented to Senate in the spring by the Academic Building and Resources Committee.

Nominating Committee – Committee Chair Dr. Carol Scarff

Committee Chair Dr. Carol Scarff presented the report.

Okanagan Senate Committee, Council of Senates Committee Membership Adjustments

Moved: Dr. Scarff

Seconded: Ms. Patterson

That Dr. Robert Campbell replace Dr. Jennifer Gustar on the Learning and Research Committee until 31 August 2011 and thereafter until replaced.

The motion was put and carried.

Moved: Dr. Scarff

Seconded: Dean Krank

That Dr. Gurupdes Pandher be elected to replace Dr. Craig Mitton on the Budget Committee until 31 August 2011 and thereafter until replaced;

and

That Mr. Neil Cadger be elected to fill a vacancy on the Budget Committee until 31 August 2011 and thereafter until replaced;

and

That Mr. Steven Joseph be elected to replace Mr. Matt Koovisk on the Council of Senates Elections Committee until 31 March 2010 and thereafter until replaced.

Discussion

The Assembly recognized Mr. Chris Eaton, who noted one correction to the term end date for Mr. Joseph on the Council of Senates Elections Committee.

The motion as corrected was approved.

Okanagan Senate Committee Terms of Reference, Composition Adjustments

Moved: Dr. Scarff

Seconded: Mr. Joseph

That Senate adjust the terms of reference for the Admissions and Awards Committee to set a quorum of six (6) voting members.

Discussion

Dr. Lalonde inquired if the proposed motion was a lowering or a raising of the current quorum. The Vice-Chair noted that unless a committee's terms of reference stated otherwise, the *Rules and Procedures of the Okanagan Senate* set quorum for committees at 50% of the voting members, with the Chancellor and President as ex-officio voting members. The Vice-Chair observed that the proposed change was in response to the frequent non-attendance of ex officio members.

The motion was put and carried.

Moved: Dr. Scarff

Seconded: Dr. Johnson

That Senate adjust the Appeals of Standing and Discipline Committee composition to add two more voting members as follows: one (1) additional faculty member, and one (1) additional student representative;

and

That Senate adjust the terms of reference for the Appeals of Standing and Discipline Committee to set a quorum of four (4) voting members.

Discussion

Ms. Collins clarified for Senate that in this instance, the motion as proposed both added committee members and set quorum at four voting members.

The motion was put and carried.

Dr. Keyes assumed the chair as Dr. Cioe presented the Report of the Academic Policy Committee.

Academic Policy Committee

Committee Chair Dr. Jan Cioe presented the report.

Parchment Signing for Graduate Degrees

Moved: Dr. Cioe

Seconded: Dean Krank

That the Senate approve the following arrangement for the granting of graduate degrees beginning November 2009: that the name of the College of Graduate Studies appear as the recommending body on all degree parchments, and that the Dean of the College of Graduate Studies sign such parchments in addition to the Chancellor, President and Registrar.

The motion was put and carried with two abstentions.

Update on Student Mobility

Dr. Cioe recalled for Senate that earlier this year there had been some discussion on the desire to see further development on a policy on intercampus student mobility. He reported that a framework of understanding had been reached between the two campus provosts, and invited the Provost to comment further. Dr. Alaa Abd-El-Aziz noted that with the support of the Secretariat, a series of documents outlining the framework by which Okanagan and Vancouver students will have an increased ability to take courses at the other campus are being finalized for presentation to Senate at its next meeting.

Curriculum Committee

Committee member Dean Krank presented the report. He noted Dean Campbell as the new Curriculum Committee Chair.

See also, 'Appendix A: Curriculum Summary.'

Moved: Dean Krank

Seconded: Acting Dean Mathieson

That Senate approve the new courses brought forward by the Faculty of Arts and Sciences as set out in the attached proposal.

The motion was put and carried.

Learning and Research

Committee Chair Dr. Arthur presented the report.

Candidates for Emeritus/Emerita Status

See also, 'Appendix B: Faculty Members Eligible for Emeritus Status: Candidate for Emeritus Status Retiring UBC Okanagan Faculty.'

Moved: Dr. Arthur

Seconded: Dr. Najjaran

That Senate approve the enclosed list of individuals to receive emeritus/emmerita status, with such status to become effective upon their date of retirement from the University and; that their names be added to the Roll of Convocation.

The motion was put and carried.

Admissions and Awards Committee

Committee Chair Dr. McCoubrey presented the report.

New Award

See also, 'Appendix C: New Award.'

Moved: Dr. McCoubrey

Seconded: Dr. Najjaran

That Senate accept the award as listed and forward it to the Board of Governors for approval; and that a letter of thanks be sent to the donor.

Discussion

Dr. Lalonde inquired if this award has previously been announced in the press. Dr. McCoubrey replied that the gift itself had been announced at the recent Board of Governors event in September. Dr. Owram noted that the Development Office works diligently within Senate rules, and anticipated no difficulty in the

approval of the terms for the award. Dr. Lalonde observed that the prior announcement put Senate in an awkward position.

Specific criteria in the award terms were discussed. Dr. Keyes questioned if it would be more suitable to grant this award to a graduating student from the Faculty of Creative and Critical Studies rather than the Barber School of Arts and Sciences, and inquired if Development had a strong sense of the special structure of UBC Okanagan. Dr. McCoubrey stressed that donor preference influenced the award terms and assured Senators that the Development Office did indeed understand the Okanagan's faculty structure and worked to offer the broadest award terms possible to the benefit of all students.

Ms. L'Orsa inquired how a faculty would come to be aware of the outside activities of students, volunteer or other, as outlined in the award criteria. Dr. McCoubrey observed that many awards are given on subjective criteria, and balance both the quantitative and qualitative. Acting Dean Mathieson noted that a special committee will be struck to evaluate this award in particular, and would work to develop an appropriate application process if necessary.

The motion was put and carried.

Report from the Registrar

Discipline for Non-Academic Misconduct: Student Code of Conduct

The Registrar noted the inclusion of a new policy for Discipline for Non-Academic Misconduct: Student Code of Conduct in the online Okanagan Calendar

(<http://okanagan.students.ubc.ca/calendar/index.cfm?tree=3,54,1030,0>).

Discussion

Dr. Lalonde sought clarification on whether allegations of non-academic misconduct were pursued in addition to criminal charges, or in place of. The President confirmed that indeed this new policy provided for a parallel process for student discipline and any necessary criminal proceedings, and cited two recent instances at the Vancouver campus where criminal charges were laid.

Mr. Joseph expressed his delight at seeing this policy come into effect as a student living in on-campus residence.

In response to an inquiry if this new policy was applicable to misconduct while in residence, Dr. Owsram replied in the affirmative. Ms. Amantea expressed her opinion that it was very necessary to provide for discipline in addition to the current protocol for eviction or banning from residences.

Adjournment

There being no further business, the meeting was adjourned. The following regular meeting of the Senate was scheduled for Wednesday 25 November 2009 at 3:30pm to 5:30pm in Library 317.

Appendix A: Curriculum Summary

Faculty of Arts and Sciences

1. The following new program and related course:
 - a. Biochemistry Honours Program
 - b. BIOC 449 (6) Honours Thesis
2. The following new courses:
 - c. BIOL 410 (3) Plant-Microbe Interactions
 - d. BIOL 507 (3) The Biochemical Basis of Disease
 - e. HIST 300 (3) History of Indigenous Peoples of Canada to 1876; HIST 301 (3) History of Indigenous Peoples of Canada Since 1876
 - f. HIST 406 (3) British Columbia to 1900; HIST 407 (3) British Columbia Since 1900
3. The following discontinued program options:
 - g. General Studies Thematic Options

Appendix B: Faculty Members Eligible for Emeritus Status: Candidate for Emeritus Status Retiring UBC Okanagan Faculty

1. Mr. James Kalnin, Associate Professor (tenure), Faculty of Creative and Critical Studies (retirement date 30 June 2009)
2. Ms. Eileen Truscott, Associate professor (tenure), Faculty of Creative and Critical Studies (retirement date 30 June 2007)

Appendix C: New Award

Pushor Mitchell LLP Gold Medal Leadership Prize: A \$10,000 prize is offered by Pushor Mitchell LLP to a graduating student in the Irving K. Barber School of Arts and Sciences at The University of British Columbia Okanagan. In addition to academic achievement in the student's final fifty four credits, candidates for the award must demonstrate leadership in one or more of the following areas: community service or volunteerism, cross-cultural relations, promotion of diversity, intellectual pursuits, and artistic or athletic endeavours. The prize is awarded on the recommendation of the School. (First awards available for the 2009/10 Winter Session)