

# THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN



## OKANAGAN SENATE SECRETARIAT

**Enrolment Services**  
**Senate and Curriculum Services**

University Centre · UNC 322  
3333 University Way  
Kelowna, BC · V1V 1V7  
Tel: (250) 807-9259 · Fax: (250) 807-8007  
<http://www.senate.ubc.ca>

## THE OKANAGAN SENATE

### MINUTES – **Draft**

**Thursday 17 December 2009**

**3:30 pm to 5:30 pm**

**LIB 317 | UBC OKANAGAN CAMPUS**

#### **Attendance**

**Present:** Dr. D. Oworm (Vice-Chair), Mr. J. Ridge, (Associate Vice-President, Enrolment Services & Registrar), Dr. A. Abd-El-Aziz (Provost), Ms. L. Amantea, Dr. P. Arthur, Dean R. Belton, Ms. S. Bertrand, Ms. M. Burton, Mr. N. Cadger, Dean R. Campbell, Dr. J. Cioe, Ms. C. Cody, Dr. F. de Scally, Dr. M. Duran-Cogan, Mr. A. Hu, Mr. S. Joseph, Dr. A. Joy, Dr. D. Keyes, Ms. C. Kuhn, Dr. R. Lalonde, Ms. R. L'Orsa, Dr. S. McCoubrey, Acting Dean D. Muzyka, Dr. G. Pandher, Ms. L. Patterson, Dr. C. Robinson, Acting Dean K. Rush, Mr. D. Vineberg, Ms. J. Walker, Dr. S. Yannacopoulos, Ms. G. Zilm

**By Video-Conference:** Prof. S. Toope (President)

**Guests:** Ms. L. Collins, Mr. C. Eaton, Ms. M. Kruiswyk, Mr. F. Vogt

**Regrets:** Dean T. Aboulnasr, Mr. G. August, Dr. J. Castricano, Dr. J. Cheng, Ms. L. Driscoll, Dr. C. Hodge, Dr. J. Holzman, Ms. C. Hopkins, Dr. J. Johnson, Mr. J. Kent, Dean M. Krank, Dr. G. Lovegrove, Acting Dean C. Mathieson, Ms. S. Morgan-Silvester (Chancellor), Dr. H. Najjaran, Dr. B. Nilson, Dr. B. O'Connor, Dr. M. Rheault, Ms. W. Rotzien, Dr. C. Scarff, Dr. B. Schulz-Cruz

**Recording Secretary:** Ms. N. Hager

## **Call to Order**

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

## **Minutes of the Previous Meeting, 25 November 2009**

*Moved:* Ms. L'Orsa

*Seconded:* Ms. Zilm

*That the minutes of the Okanagan Senate Meeting of 25 November 2009 be adopted as presented.*

*The motion was put and carried.*

## **President's Remarks and Related Questions**

### ***Place and Promise***

The President announced approval by the Board of Governors and both Senates of *Place and Promise: The UBC Plan*. He described the document as the basis for planning for the University, and noted for Senators the need to fully integrate the emerging Okanagan academic strategic plan.

### ***Trip to Asia***

The President noted a recent visit with Dr. Owram to Hong Kong and Seoul, Korea. Alumni organizations in both cities were described as vibrant and interested in further engagement, and holding much promise for future fundraising.

### ***Library and Athletic Facilities Expansions***

The President was pleased to announce the recently approved first phase of planning for a library expansion at UBC Okanagan. He noted that funding details were still to be determined.

Dr. Cioe inquired after timing, and expressed some concern over a loss of teaching spaces were construction to be undertaken during the academic year. Ms. Zilm explained that plans did not include Library 317 and other in-demand teaching spaces, but rather focused on the expansion of services.

Dr. Owram stressed the challenge of securing funding, but also expressed some optimism for the potential to move forward reasonably quickly. He acknowledged that current enrolment placed a strain on the existing space and services designed to accommodate some 3,000 students. He added that

discussions continued with potential donors with regards to the expansion of the campus' athletic facilities.

### **Deputy Vice-Chancellor's Remarks**

Dr. Owram echoed President Toohey's comments with regards to their recent trip to Asia and observed that many alumni, attracted by the wine industry, had in turn visited the Okanagan.

### **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 23 September 2009**

Curriculum Proposals from the Faculty of Applied Science

New Awards

#### **Senate meeting of 21 October 2009**

Curriculum Proposals from the Faculty of Arts and Sciences

New Award

### **Academic Policy Committee**

Committee Chair Dr. Cioe presented the report.

#### ***Referral from the Okanagan Senate: Faculty of Commerce & Business Administration, Master of Management (Early Career Masters Program)***

Dr. Cioe summarized the Committee's recent discussions, and the Committee's understanding from the Provost that a full partnership would be pursued between UBC Vancouver's Faculty of Commerce & Business Administration and UBC Okanagan's Faculty of Management. He commented on process, and anticipated that program proposals would be coming forward for approval through the appropriate Okanagan Senate committees.

Dr. Owram confirmed that the proposal for a full partnership would be presented for Senate's approval, and observed that the proposed direction was largely based on the Senate's discussion at the November meeting. He proposed that the Academic Policy Committee's motion to Senate be set aside. By consent the assembly agreed.

Acting Dean Muzyka described the Master of Management (Early Career Masters Program) as a successful program launched several years ago by the Vancouver Faculty of Commerce & Business Administration and designed as a route to graduate studies for non-management undergraduates. The Faculty would rework the existing program package for approval by the Okanagan Senate and its committees sometime in the New Year. Dr. Muzyka assured Senators that faculty within the Faculty of Management would be offered the option of teaching in the program.

### **Admissions and Awards Committee**

Committee Chair Dr. McCoubrey presented the report.

#### ***New Awards***

*See also, 'Appendix A: New Awards.'*

*Moved: Dr. McCoubrey*

*Seconded: Dr. de Scally*

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

#### **Discussion**

In response to an inquiry on the funding for the two athletic awards, Dr. McCoubrey noted that the annual Athletics Scholarship Breakfast fundraiser acted as the primary source.

*The motion was put and carried.*

### **Admission Proposals**

#### ***Applicants Following the BC/Yukon High School Curriculum – Admission Requirements***

A proposal had been received to amend the list of approved Grade 12 courses that may be included in an admission average for 2011 admission and beyond.

*Moved: Dr. McCoubrey*

*Seconded: Dr. Cioe*

*That Senate approve the proposed changes to Applicants Following the BC/Yukon High School Curriculum – Admission Requirements.*

*The motion was put and carried.*

***Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum***

One proposal from the Faculty of Arts and Sciences and one proposal from the Faculty of Applied Science had been received to modify UBC's general admission criteria based on new BC high school mathematics curriculum.

*Moved: Dr. McCoubrey*

*Seconded: Dr. de Scally*

*That Senate approve the proposed changes to the Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum from the Faculty of Arts and Sciences, and from the Faculty of Applied Science.*

**Discussion**

Dr. Keyes inquired if the Faculty of Creative and Critical Studies had been consulted on the Arts and Sciences' proposal; Dean Belton remarked that the Faculty had no interest. Ms. Collins noted for the Senate that the proposal did not include the Bachelor of Arts degree but Pre-Pharmacy and Science only, two degree programs offered under the exclusive jurisdiction of the Faculty of Arts and Sciences.

*The motion was put and carried.*

***Bachelor of Science in Nursing Program, LPN Access***

A proposal had been received to remove the seven-year time limit on prerequisite courses to the Bachelor of Science in Nursing Program, LPN Access.

*Moved: Dr. McCoubrey*

*Seconded: Ms. L'Orsa*

*That Senate approve the proposed changes to the Bachelor of Science in Nursing Program, LPN Access.*

**Discussion**

Dr. Cioe inquired if the School of Nursing had adequately considered the rapid advances in science and technology. Dr. Robinson referenced the proposal's rationale, that the Biology program supported the School of Nursing's removal of the time limit.

*The motion was put and carried.*

***Policy J-50: Secondary School Grade Adjustments for Undergraduate Admission to the University***

Dr. McCoubrey presented a policy designed to provide a clear mechanism for the approval and modification of grade adjustments for applicants from all educational jurisdictions not following the BC/Yukon Secondary School Curriculum for the purposes of undergraduate direct-entry admission to the University.

*Moved: Dr. McCoubrey*

*Seconded: Ms. Cody*

*That Senate approve Policy J-50: Secondary School Grade Adjustments for Undergraduate Admission to the University.*

**Discussion**

Dr. Owram wondered if the proposed policy implied that all jurisdictions were not equal in academic rigor; in response Mr. Ridge described the issue as of one variation in grading schemes by jurisdiction. Dr. McCoubrey explained that the Committee had initially considered grade adjustments for the province of Alberta, for which data was available. In response to an inquiry, Ms. Collins noted that grade adjustments for smaller jurisdictions would be based on the best available published data.

*The motion was put and carried.*

***Criteria for Including Secondary School Courses in UBC Admissions Averages***

Dr. McCoubrey presented a set of criteria for the inclusion of a course in the calculation of an admission average.

*Moved: Dr. McCoubrey*

*Seconded: Dr. Cioe*

*That Senate approve the Criteria for Including Secondary School Courses in UBC Admission Averages;*

*and*

*That Senate delegate to the Admissions and Awards Committee the authority to grant final approval of courses to be used in the calculation of an admission average and published in the Calendar, with the proviso that all courses so approved meet the criteria specified by Senate.*

The criteria listed in the report were as follows:

1. Offered by a recognized institution. Recognized institutions, for the purpose of UBC admission, include those that are approved by:
  - a. the Ministry of Education (or equivalent) in the relevant educational jurisdiction. Ministry-approved schools may offer both Ministry-developed courses and locally developed courses. Locally developed courses that are approved to satisfy graduation requirements may be included in admission averages if they meet the other criteria below, or
  - b. a UBC-recognized accrediting body, or
  - c. the Senate Admissions Committee, or
  - d. a Senate-approved designate (e.g. Dean's in cases of admission from non-accredited institutions on Dean's Discretion).
2. Delivered at the Grade 12 level (or equivalent) or approved for substitution into an admission average by the Senate Admissions Committee.
3. Subject matter is one of the following:
  - a. Academic in delivery;
  - b. Supportive of broad academic goals and objectives of the university (e.g. the selection of Aboriginal students).
  - c. Relevant to the selection of qualified students by a particular program or faculty. Inclusion of such courses in admission averages is subject to approval of the Senate Admissions Committee on a course-by-course basis.
4. Grades based on prior learning assessment and/or challenge exams are to be *excluded* from admission averages but may be used to satisfy program pre-requisites. For example, language course grades based on a challenge exam will not be included in admission averages; however, the same language courses may be used to satisfy the language requirements for a degree program at the University.

### Discussion

By consent the assembly agreed to remove Communications 12 from the list of BC courses proposed for review in 2009/2010.

*The motion was put and carried with the requisite 2/3 majority.*

***Report on Grade 11 Pilot Project: Substitution of Grade 11 Grades for Applicants to Direct Entry Undergraduate Programs***

Dr. McCoubrey presented a proposal to extend the Grade 11 Pilot Project: Substitution of Grade 11 Grades for Applicants to Direct Entry Undergraduate Programs for two years (for the 2009/2010 and 2010/2011 admission cycles for entry to the 2010 and 2011 Winter Sessions respectively) for direct-entry undergraduate admission under the conditions specified in the report entitled *Substitution of Grade 11 Grades for Timely Admission Evaluations*:

1. The applicant is secondary school applicant from outside of British Columbia (a process is already in place to collect verifiable grades for this group in sufficient time to make offers);
2. The applicant has all of the required courses either in progress or completed;
3. One or more of the approved or required Grade 12 courses does not yet have a grade; and
4. A grade in a comparable Grade 11 course (on the same subject area) is available to substitute into the calculation of the admission average).

Moved: Dr. McCoubrey  
Seconded: Ms. L'Orsa

*That Senate approve the proposed changes in admissions requirements for out-of-province applicants to direct entry undergraduate programs, as specified in the report entitled Substitution of Grade 11 Grades for Timely Admissions Evaluations, effective for entry to the 2010 and 2011 Winter Sessions.*

Discussion

Dr. de Scally sought clarification on the motion before the assembly. Ms. Collins was recognized by the assembly and summarized that the Senate was being asked to approve grade adjustments for direct-entry undergraduate admission to all programs for the 2009/2010 and 2010/2011 admission cycles for entry to the 2010 and 2011 Winter Sessions respectively and according to the four conditions specified in the report.

*The motion was put and carried.*



## Agenda Committee

Committee Chair Ms. L'Orsa presented the report.

### *Leave of Absence Requests*

Ms. L'Orsa presented two requests from Senators for a leave of absence from Senate.

*Moved:* Ms. L'Orsa

*Seconded:* Dr. Cioe

*That Senate approve a retroactive leave of absence for Ms. Whitney Rotzien for November 2009, and for Mr. Gary August for the months of March, April, and May 2009.*

### Discussion

Dr. Duran-Cogan sought clarification on the student request: while absent for the months of September through December 2009, Ms. Rotzien's request to Senate was for a one-month leave only. Mr. Eaton was recognized by the assembly. He explained that by granting Ms. Rotzien a retroactive leave for the month of November 2009, Senate was effectively re-setting the clock. He referenced Section 3, Part 12 of the *Rules* and noted that Student Senators may miss two consecutive ordinary meetings of Senate before their seat was declared vacant.

Mr. Eaton confirmed that Ms. Rotzien's teaching assistantship was considered employment and therefore a non-academic obligation. Dr. Cioe challenged this, and likened Ms. Rotzien's obligation as a teaching assistant to that of faculty. He noted that faculty senators would not normally be assigned teaching duties during Senate meetings, and that the same latitude should be granted for teaching assistants. Dr. Owram expressed his opinion that students should be aware of their obligations when letting their name stand for Senate.

Ms. Cody spoke in favour of granting Ms. Rotzien's leave of absence request, noting that the burden upon students was much higher than for other senators. It was noted that Ms. Rotzien faithfully attended Senate committee meetings, and that she accepted her teaching assistantship after being elected to serve on Senate.

Dr. de Scally expressed some concern over setting a precedent by granting retroactive leaves.

The assembly divided the motion to consider the leave of absence requests separately.

*The motion to approve Ms. Rotzien's leave of absence request was put and carried.*

*The motion to approve Mr. August's leave of absence request was put and failed, with one in favour.*

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

***Status on Report on Enrolment for 2009/2010 Academic Year***

Mr. Ridge requested that any immediate enrolment inquiries be forwarded to his office, and committed to providing a final enrolment report to Senate in January 2010.

**Adjournment**

There being no further business, the meeting was adjourned. The following regular meeting of the Senate was scheduled for Wednesday 27 January 2010 at 3:30pm to 5:30pm in Science 333.

## **Appendix A: New Awards**

### **UBC Okanagan Men's Golf Award**

One or more awards, which may range in value from \$500 each to the maximum allowable under athletic association regulations, are offered to outstanding members of the Men's Golf Team in any year of study. Awards are made on the recommendation of the Athletics & Recreation Department at The University of British Columbia Okanagan to outstanding students who have demonstrated excellent leadership skills and maintained good academic standing. (First awards available for the 2009/10 Winter Session)

### **UBC Okanagan Women's Golf Award**

One or more awards, which may range in value from \$500 each to the maximum allowable under athletic association regulations, are offered to outstanding members of the Women's Golf Team in any year of study. Awards are made on the recommendation of the Athletics & Recreation Department at The University of British Columbia Okanagan to outstanding students who have demonstrated excellent leadership skills and maintained good academic standing. (First awards available for the 2009/10 Winter Session)

### **Workplace-Family Wellness Bursary**

Bursaries totalling \$11,000 are offered by the IEAFA Corporation of Canada to students in the Master of Social Work Program in the Faculty of Health and Social Development at The University of British Columbia Okanagan. (First awards available for the 2009/10 Winter Session)