



**OKANAGAN SENATE SECRETARIAT**

**Enrolment Services**

**Senate and Curriculum Services**

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## OKANAGAN SENATE

### MINUTES OF 14 JANUARY 2009

#### Attendance

**Present:** Deputy Vice-Chancellor Dr. D. Owram (Vice-Chair), Mr. F. Vogt (Acting AVP and Registrar), Dr. A. S. Abd-El-Aziz (Provost), Mr. P. Arthur, Dean R. Belton, Ms. S. Bertrand, Ms. M. Burton, Mr. N. Cadger, Dean R. Campbell, Mr. R. Chavarie, Dr. J. Cheng, Dr. J. Cioe, Ms. C. Cody, Dr. F. de Scally, Mr. C. Devenish, Mr. M. Dobson, Ms. L. Driscoll, Dr. J. Gustar, Dr. A. Joy, Dr. D. Keyes, Mr. M. Koovisk, Dean M. Krank, Ms. R. L'Orsa, Dr. R. Lalonde, Mr. G. Lepp, Dr. S. McCoubrey, Acting Dean C. Mathieson, Dr. C. Mitton, Dr. H. Najjaran, 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, Dean I. Stuart, Dr. S. Yannacopoulos, Ms. G. Zilm.

**Guests:** Dr. B. Bauer, Dr. D. Tannant.

**Regrets:** President S. J. Toope (Chair), Ms. S. Morgan-Silvester (Chancellor), Mr. B. Silzer (AVP and Registrar), Dean T. Aboulnasr, Mr. G. August, Dr. J. Castricano, Dr. M. Duran-Cogan, Mr. C. Eaton, Mr. P. Emerson, Dr. G. Lovegrove, Dr. C. Scarff, Mr. R. Whitehouse.

**Recording Secretary:** Ms. K. Ross.

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#### Call to Order

The Deputy Vice-Chancellor called the meeting to order.

#### Senate Membership

Mr. Vogt introduced the recommendation from the UBC Students' Union Okanagan that Ms. Carolyn Cody would replace Mr. Matthew Koovisk as a Representative of the Students At-large.

*Moved:* Dr. Cioe  
*Seconded:* Dr. de Scally

*That Ms. Carolyn Cody be appointed as a Student Representative At-large (to replace Mr. Matthew Koovisk) until March 31, 2009 and thereafter until a successor is elected.*

*Carried.*

Mr. Vogt presented a recommendation that Mr. Matthew Koovisk be elected as the Representative of the Students of the Faculty of Arts and Sciences.

*Moved:* Ms. Patterson  
*Seconded:* Dr. Gustar

*That Mr. Matthew Koovisk be appointed as the Representative of the Students of the Faculty of Arts and Sciences (to replace Ms. Vanna Lymberopoulos) until March 31, 2009 and thereafter until a successor is elected.*

Mr. Koovisk confirmed that he would not seek re-election as a member of the Okanagan Senate at the end of his term on March 31, 2009.

*Carried.*

Mr. Vogt announced for information that Dean Marvin Krank had replaced Acting Dean Cynthia Mathieson as Dean of the College of Graduate Studies. He added that Acting Dean Dr. Cynthia Mathieson had replaced Dr. Bernard Bauer as Dean of the Faculty of Arts and Sciences.

### **Minutes of the Previous Meeting, 10 December 2008**

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

*That the minutes of the Okanagan Senate Meeting of 10 December 2008 be adopted as presented.*

### **CORRECTION**

The final paragraph on page 8 under *Agenda Committee* was edited to reflect that Dr. Gustar had expressed her support for Dean Aboulnasr to participate at meetings of the Senate via videoconference, in the event that all UBC Deans could participate in the same manner.

*The meeting minutes were approved as amended.*

## **Business Arising from the Minutes – Vice-Chair Dr. Doug Owram**

### ORAL UPDATE ON THE GRADUATE STUDIES REVIEW

Dr. Cioe reported that the Academic Policy Committee would meet on January 28, 2009 to further discuss the external review of the College of Graduate Studies. The Committee remained hopeful to present a comprehensive recommendation to the Senate no later than April 2009. Dr. Cioe noted that the Associate Provost and Provost had separated themselves from the Committee's deliberations due to a perceived conflict of interest.

#### Discussion

In response to a question from Dr. Keyes, Dr. Cioe confirmed that the Committee's recommendation would include a permanent process for the signing of graduate degree parchments.

Ms. L'Orsa noted that all Engineering students had been given the opportunity to comment on whether their Co-operative Education program could have an impact on their attendance at meetings of the Senate.

#### **Vice-Chair's Remarks and Related Questions**

The Deputy Vice-Chancellor noted briefly that there had been some challenges with flights landing into Kelowna today, which had interfered with the attendance of Dean Aboulnasr, Ms. Collins and Mr. Eaton at the Senate meeting.

### BUDGET UPDATE

The Vice-Chair, Dr. Owram reported that recently discussions with the Ministry of Advanced Education had not occurred as he had hoped and therefore the Council of Senates Budget Committee had not met since November. Dr. Owram confirmed that a full budget report would be presented to the Senate by March 2009.

### UBC OKANAGAN FIPKE CENTRE

The Deputy Vice-Chancellor assured Senators that UBC Properties Trust would be addressing design and application issues related to the heating and cooling system in the UBC Okanagan Fipke Centre. He added that steps would be taken to ensure that similar heating and cooling issues would not arise with the Arts and Sciences II building.

#### **Correspondence from the UBC Board of Governors**

The Vice-Chair briefly shared Season's Greetings and best wishes to the Senate from the UBC Board of Governors.

#### **Nominating Committee**

##### ***Joint Committee of the Board and Senates on University Coordination***

On behalf of the Nominating Committee, Acting Chair Dr. Cioe presented the proposed Joint Committee of the Board and Senates on University Coordination.

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

*That Senate approve the striking of a “Joint Committee of the Board and Senates on University Coordination” under the terms and conditions set out in the attached proposal; and*

*That the Agenda Committee be directed to consider and bring forward to Senate any necessary amendments to the Rules & Procedures of Senate necessary to facilitate the work of the Joint Committee.*

### Discussion

In response to a question from Dr. Owrarn, Dr. Cioe noted that adding key resource people, including the Deputy Vice-Chancellor, to the proposed Committee membership as non-voting members could be considered.

In response to a question from Mr. Lepp, Dr. Cioe confirmed that the student representative from either the Okanagan or Vancouver campus would rotate on a yearly basis.

Dr. Cioe confirmed that the proposed Joint Committee would not have powers that superseded the powers given to the Senates and the Board of Governors within the *University Act*.

Dr. Keyes suggested that Board of Governors representation could be added to the Council of Senates membership in lieu of approving a Joint Committee of the Board and Senates on University Coordination. Several members disagreed with this option since the Council of Senates could operate as a Senate under the *University Act*.

The assembly agreed to accept a comment from guest attendee Dr. Bauer related to timeliness of Committee operations and the participation of the Student Senator on the Committee.

Mr. Chavarie proposed that the Committee membership be amended to include one Student Senator from the Okanagan and one Student Senator from the Vancouver campuses rather than for *one Student Senator selected by either the Okanagan or Vancouver Senate on an annually rotating basis*, as originally proposed.

*Moved: Mr. Chavarie*  
*Seconded: Mr. Lepp*

*That the composition of the Joint Committee of the Board and Senates on University Coordination be amended to include one Student Senator from the Okanagan Senate and one Student Senator selected from the Vancouver Senate.*

### Discussion on the Amendment

The Vice-Chair advised Senators that, the Vancouver Senate or the UBC Board of Governors could approve the amended language as proposed by the Okanagan Senate or they could allow it to fail. He added that the proposed Committee would likely be used as a mechanism to share information rather than a decision-making body unto itself. .

*The motion to amend was put and carried.*

*The amended motion was put and carried.*

### **Agenda Committee**

The Committee had circulated a proposal to approve a process for selecting a meeting chair for Senate in the absence of the President and the Vice-Chair.

*Moved: Mr. Chavarie*

*Seconded: Mr. Lepp*

*That Rules and Procedures of Senate be amended to add the following to Section 7 (new text is in bold):*

*7. The Senate shall elect one of its members as Vice-Chair to serve as Chair in the absence of the President. A term as Vice-Chair is for one (1) year and a Vice-Chair shall serve no more than two (2) consecutive terms. **In the absence of both the Chair and the Vice-Chair, the standing committee chair present with the longest continuous service on Senate who is not expected to be presenting a report at that meeting shall serve as acting chair of the meeting unless Senate otherwise resolves. In the event of a tie for length of service, the chair of the committee listed first alphabetically by committee name from amongst those tied shall be considered to have the longest continuous service on Senate for the purposes of this rule.***

### Discussion

In response to a question from Dean Krank, the Vice-Chair suggested that it would be a rare occasion for all Senate Committee Chairs to present reports on the date that both the President and Vice-Chair were absent; he was unsure that the Rules and Procedures of the Okanagan Senate should be amended further to reflect this remote possibility.

*The motion was put and carried.*

### **Curriculum Committee**

On behalf of the Curriculum Committee, Acting Chair Dr. Pandher presented the report.

*See also, 'Appendix A: Curriculum Summary.'*

*Moved: Dr. Pandher*  
*Seconded: Dr. Nilson*

*That Senate approve the new and revised courses and programs brought forward by the Faculties of Applied Science, Arts and Sciences, and Creative and Critical Studies as set out in the attached proposals.*

### Discussion

In response to a question, Ms. Burton confirmed that the Library had supported the fourth-year Engineering program and courses as presented. Dr. Yannacopoulos confirmed that the School of Engineering would have both the faculty members and research resources to manage the proposed fourth-year Engineering program. He added that the School of Engineering had consulted carefully with its sister department in Vancouver to develop a highly collaborative, project-based program for students. For example, the fourth-year capstone project included student design groups comprising at least two different engineering programs and management students.

Ms. L'Orsa asked whether the current engineering students could register in the Earth and Environmental Sciences (EESC) courses within the Faculty of Arts and Sciences in order to gain technical elective credits. She asked if so, how and when this information would be reflected in the Calendar. Dr. Yannacopoulos stated that the School of Engineering required its students to register in a prescribed number of core course credits, which are required for their professional accreditation, along with a number of core electives or design elective credits. He confirmed that a certain number of electives could be taken outside of the accreditation standards, which could be taken from other Faculties.

In response to a question from Ms. L'Orsa, Dr. Yannacopoulos confirmed that *ENGR 477 (6) Mechanical Engineering Laboratory* could be categorized as a standard engineering course, and that it was not restricted to mechanical engineering students. In response to an additional question from Ms. L'Orsa, Dr. Najjaran confirmed that first and second year final examinations worth 50 percent of students' final grade have been standard expectations within engineering programs.

Dr. Cioe applauded the Faculty of Applied Science for providing the Senate Curriculum Committee with the entire fourth-year curriculum including the courses for the Civil, Electrical, and Mechanical Engineering programs.

In response to a question from Dr. Johnson, Dr. Schulz-Cruz stated that the proposed course *SPAN 280 (3/6) d* would be interpreted as a special topics course that could be taken for three or six credits. Dr. Gustar added that special topics courses in general could be taken up to three times. She added that the course code would be recorded on a students transcript with *a, b, c* depending on the course topic offered in that year.

*The motion was put and carried.*

## **Admissions and Awards Committee**

The Committee had circulated a new award for approval by the Senate.

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

*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.*

**CAPRI Insurance Athletics Entrance Scholarship:** A \$10,000 scholarship (payable at \$2,500 per year) has been endowed by Capri Insurance for a student entering The University of British Columbia Okanagan from secondary school. Candidates for the scholarship must be confirmed as members of a varsity team and must demonstrate athletic achievement in combination with academic excellence. Subject to maintaining continued scholarship standing and a position on a varsity team, award recipients will have their scholarship renewed annually for a further three years of study or until they obtain their first undergraduate degree, whichever is the shorter period. (First award available for the 2009/10 Winter Session)

### Discussion

In response to questions from Dr. de Scally, Dr. McCoubrey described the new award as an entrance scholarship for the recruitment of varsity team candidates directly recruited from secondary schools. She added that, should the athlete lose his or her scholarship the funds would be inserted back into the endowment fund. Dr. McCoubrey confirmed that only one scholarship would be given per year.

*The motion was put and carried.*

### **Reports from the Acting Associate Vice-President, Enrolment Services & Registrar**

The Acting Associate Vice-President, Enrolment Services & Registrar presented the Regular Senate Meeting Schedule 2009/2010 for information.

*See also, 'Appendix B: Regular Senate Meeting Schedule for 2009/2010.'*

*The Regular Senate Meeting Schedule for 2009/2010 was received.*

The Acting Associate Vice-President, Enrolment Services & Registrar also presented the Academic Year 2009/2010 for information. The Term 2 mid-term break had been corrected as Monday, February 15-19, 2010.

*See also, 'Appendix C: Academic Year 2009/2010.'*

### Discussion

In response to a question from Dr. Yannacopoulos, Mr. Vogt suggested that the School of Engineering could follow up within the Faculty of Applied Science related to the number of teaching days required through the professional accreditation standards for Engineers.

Various Senators suggested that it would be ideal for Terms 1 and 2 to have an equal number of teaching days. It was suggested that the goal of maximizing the number of teaching days in Term 1 could be to discontinue the Create Orientation Day or the one-day midterm break.

*The Academic Year 2009/2010 was received.*

### **Other Business**

#### ***UBC Okanagan: Number of Teaching Days in Term 1***

*Moved: Dr. Cioe*  
*Seconded: Dr. de Scally*

*That the Senate refer to the Learning and Research Committee the following matter for consideration and recommendation to Senate as appropriate:*

*That the number of teaching days in Term 1 be increased to 63, which would be considered as optimal.*

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### **Adjournment**

There being no further business, the meeting was adjourned at 4:40 p.m.

*The following regular meeting was scheduled to be held on Wednesday, February 11, 2009 at 3:30 pm to 5:30 pm in Library 317.*



## Appendix A: Curriculum Summary

### Faculty of Applied Science

1. The following new curriculum:
  - a. Fourth-Year Program for Civil, Electrical, and Mechanical Engineering
2. The following new common Engineering courses:
  - a. ENGR 413 (3) Law and Ethics for Engineers
  - b. ENGR 499 (6) Engineering Capstone Design Project
3. The following new Civil Engineering courses:
  - a. ENGR 425 (3) Design of Steel and Timber Structures
  - b. ENGR 426 (3) Matrix Structural Analysis
  - c. ENGR 427 (3) Reinforced Concrete Design II
  - d. ENGR 428 (3) Earthquake Engineering
  - e. ENGR 429 (3) Strengthening and Rehabilitation of Concrete Structures
  - f. ENGR 430 (3) System-Based Design and Construction
  - g. ENGR 431 (3) Infrastructure Management
  - h. ENGR 433 (3) Construction Engineering and Management
  - i. ENGR 435 (3) Transportation Systems Engineering
  - j. ENGR 436 (3) Transportation Planning and Design
  - k. ENGR 438 (3) Rock Mechanics and Engineering
  - l. ENGR 440 (3) Foundation Engineering
  - m. ENGR 441 (3) Engineering Hydrology
  - n. ENGR 442 (3) Water Quality Engineering
  - o. ENGR 443 (3) Environmental Engineering Laboratory
  - p. ENGR 444 (3) Solid Waste Engineering
  - q. ENGR 445 (3) Design of Water and Wastewater Conveyance Systems
  - r. ENGR 447 (3) Design of Processes for Wastewater Treatment
4. The following new Electrical Engineering courses:
  - a. ENGR 455 (3) Power System Analysis and Design
  - b. ENGR 458 (3) Power Electronics
  - c. ENGR 460 (3) Probability and Random Processes for Engineers
  - d. ENGR 461 (3) Digital Communications
  - e. ENGR 462 (3) Digital Signal Processing II
  - f. ENGR 463 (3) Communication Networks
  - g. ENGR 465 (3) Wireless Communications
  - h. ENGR 466 (3) Introduction to VLSI Systems
  - i. ENGR 467 (3) Real-Time and Embedded System Design
  - j. ENGR 468 (3) Advanced Digital System Design
  - k. ENGR 470 (3) Microwave Engineering
  - l. ENGR 471 (3) Radio Frequency Integrated Circuits
  - m. ENGR 472 (3) Fibre Optics and Photonics
  - n. ENGR 473 (3) Antennas and Propagation
  - o. ENGR 474 (3) Analog Integrated Circuits

5. The following new Mechanical Engineering courses:
  - a. ENGR 475 (3) Materials Selection and Design
  - b. ENGR 476 (3) Mechanics of Materials II
  - c. ENGR 477 (6) Mechanical Engineering Laboratory
  - d. ENGR 478 (3) Alternative Energy Systems
  - e. ENGR 480 (3) Modern Control
  - f. ENGR 481 (3) Mechatronics
  - g. ENGR 483 (3) Advanced Vibrations: Simulation and Optimization
  - h. ENGR 484 (3) Heat and Mass Transfer
  - i. ENGR 485 (3) Heating, Ventilating, and Air Conditioning
  - j. ENGR 486 (3) Robot Modelling and Control
  - k. ENGR 487 (3) Digital Control
  - l. ENGR 488 (3) Advanced Engineering Dynamics
  - m. ENGR 489 (3) Multicriteria Optimization and Design of Experiments
  - n. ENGR 490 (3) Applied Fluid Mechanics

### **Faculty of Arts and Sciences**

6. The following revised program:
  - a. Earth and Environmental Sciences
7. The following new program and course:
  - a. History Honours Program/HIST 499 (3) Undergraduate Honours Thesis

### **Faculty of Creative and Critical Studies**

8. The following new courses:
  - a. CRWR 250 (3) Workshop in Creative Writing: Screenwriting
  - b. GERM 302 (3) Contemporary German Literature in Translation
  - c. GERM 303 (3/9) d Topics in German Studies (in English)
  - d. JPST 420/CULT 420 (3) Japanese Video Game Studies
  - e. SPAN 251 (3) Upper-Intermediate Spanish I
  - f. SPAN 252 (3) Upper-Intermediate Spanish II
  - g. SPAN 280 (3/6) d Topics in Hispanic Cinema
  - h. THTR 103 (3) Acting for Stage and Screen
  - i. THTR 280 (3/6) d Devised Public Performance
  - j. THTR 411/CULT 480 (3) Performance Studies
9. The following revised program:
  - a. Interdisciplinary Performance Program

## **Appendix B: Regular Senate Meeting Dates 2009/2010**

All dates/times are Wednesdays from 3:30p.m. – 5:30p.m. (unless otherwise noted). The location of the meetings is LIBRARY 317.

### **SENATE MEETING DATES**

- September 23
- October 21
- November 25
- December 17 (Thursday)
- January 27
- February 24
- March 24
- April 28
- May 17

## Appendix C: Academic Year 2009/2010

Please be advised that the draft academic year dates for 2009/2010 are available for review at:

<http://okanagan.students.ubc.ca/calendar/academicyear.cfm?go=2009&action=draft>

These draft dates were circulated widely around campus in November and all departments listing program-specific dates have been consulted. Senators interested in how these dates are determined are invited to read the policy compilation “Senate Policy and Current Practice on Term and Examination Scheduling” as part of the Senate Policy.

Abstracts at:

<http://www.senate.ubc.ca/okanagan/policies.cfm?ID=8>

### Key Dates for 2009/2010 Terms 1 and 2:

#### Term 1

Number of Teaching Days: 60

Tuesday, September 8, 2009

Wednesday, September 9, 2009

Thursday, November 12, 2009

Friday, December 4, 2009

Tuesday, December 8, 2009

Tuesday, December 22, 2009

Create student orientation

Classes begin for all Faculties

Term 1 mid-term break

Last day of Term 1 classes for most Faculties

First day of exams Term 1

Last day of exams Term 1

#### Term 2

Number of Teaching Days: 63

Monday, January 4, 2010

Monday, February 15-19, 2010

Wednesday, April 9, 2010

Wednesday, April 14, 2009

Wednesday, April 28, 2009

Classes begin for all Faculties

Term 2 mid-term break

Last day of Term 2 classes for most Faculties

First day of exams Term 2

Last day of exams Term 2