



**Enrolment Services**  
Senate and Curriculum Services  
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## Okanagan Senate

MINUTES OF 7 MARCH 2007

### Attendance

**Present:** President Stephen Toope (Chair), Mr. B. Silzer (Registrar & Secretary),

Dr. Alaa S. Abd-El-Aziz (AVP, Academic and Research, COO), Mr. P. Arthur, Dr. J. Bassett-Smith, Dean B. Bauer, Dean R. Belton, Dean J. Bottorff, Dr. W. Broughton, Dr. E. Butz, Dean R. Campbell, Dr. J. Castricano, Dr. J. Cioe, Dr. R. Currie, Ms. L. Driscoll, Dr. M. Duran-Cogan, Ms. K. Ficke, Ms. M. Ficke, Dr. J. Gustar, Dean M. Isaacson, Ms. E. Johnston, Dr. D. Keyes, , Dr. R. Klukas, Mr. M. Koovisk, Dean M. Krank, Dr. A. Labun, Dr. R. Lalonde, Dr. S. McCoubrey, Ms. N. Neumann, Acting Deputy Vice-Chancellor Dr. D. Owram, Dr. S. Reid, Dr. D. Salhani, Dr. D. Senese, Dr. M. Ungureanu, Mr. A. Webster, Dr. M. Williams, Dr. P. Wrzesniewski, Dr. P. Wylie, Ms. G. Zilm

**By Invitation:** From Enrolment Services: Mr. C. Eaton, Ms. Nathalie Limbos-Bomberg, Ms. B. MacDonald, Mr. F. Vogt

**Regrets:** Mr. R. Adl, Mr. G. August, Ms. M. Burton, Mr. B. Ford, Mr. P. Garrick, Ms. S. Grass, Chancellor Dr. A. McEachern, Ms. D. Polson, Dr. C. Scarff

**Recording Secretary:** Ms. L. M. Collins

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### Call to Order

President Toope called the meeting to order.

## **Meeting Agenda**

In response to a request from Dr. Broughton, the meeting consented to move the Joint Reports of the Curriculum and Admissions & Awards Committees (item 8) to precede the Reports of the Policies & Procedures Committee (item 6) on the agenda.

## **Minutes of the Previous Meeting**

*Moved:* Dr. Cioe  
*Seconded:* Dean Bottorff

That the minutes of the Okanagan Senate Meeting of 31 January 2007 be adopted as circulated.

*CARRIED.*

## **Business Arising from the Minutes**

No business arising.

## **Chair's Remarks**

Chair President Stephen Toope welcomed Ms. Nathalie Limbos-Bomberg as the new Associate Academic Governance Officer in the Okanagan Senate Secretariat, Enrolment Services.

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

Deputy Vice-Chancellor Dr. Doug Owram updated the Senate on the February 19, 2007 approval by the provincial government of the interdisciplinary Master of Fine Arts.

## ***2007/2008 UBC Okanagan Budget Update***

Deputy Vice-Chancellor Dr. Doug Owram presented the draft 2007/2008 UBC Okanagan operating budget and noted that it still required approval by the Board of Governors.

Several issues affecting the budget were summarized:

- Loss of tuition revenue due to lower enrolment – this would create a budget shortfall for several years, possibly to 2012.
- Debt to capital – the need to cover the “mortgage” incurred to undertake capital expansion.
- End of transition funding – government funding for the UBC Okanagan transition has terminated in 2007.
- Previous commitments not base funded – recurring items that were not funded on an on-going basis, only one-time.
- Major expansion continues – capital development, plus utilities and maintenance costs continue to affect the budget.

Several goals for the budgetary process were summarized:

- Maintain a balanced budget.
- Allocate base funding for recurring costs so that new funds may be used for expansion purposes.
- Focus on strategic allocations.

A total of \$11 million in new funding was available for 2007, made up of a combination of the provincial government grant, tuition fee revenue, and miscellaneous fees. Of the \$11 million in new funding available for 2007/2008, \$7.7 million was already committed. Commitments included faculty and staff salaries and benefits, library monographs, operational expenses, teaching assistantships, and covering a previous deficit.

\$3.3 million remained available for discretionary allocation. Dr. Owram explained how the \$3.3 million would be allocated for the 2007/2008 fiscal year under the draft budget. The net result (income minus expenses) was a small deficit of \$1,566 for 2007/2008. The Deputy Vice-Chancellor was hopeful that, with careful management, there would be much more budgetary flexibility for UBC Okanagan in future years.

### **Discussion**

Dr. Williams thanked the Deputy Vice-Chancellor for his report and stated that he appreciated having detailed information about the budget. He asked whether the Deputy Vice-Chancellor would consider giving a similar presentation in a more public forum. The Deputy-Vice Chancellor stated that he would be happy to give a presentation if it were clear that there was sufficient interest and prospective attendance.

In response to a question from Dr. Williams about the involvement of the Council of Senates Budget Committee in the preparation of the draft budget, Deputy Vice-Chancellor explained that that Committee had not been involved to date, but that he expected this to change for future years. Deputy Vice-Chancellor Owram explained that he had not been a member of the Council of Senates Budget Committee during the time period when the budget was prepared.

### **From the Board of Governors**

The Deputy Vice-Chancellor reported for information that the Board of Governors had, at its meeting of January 25, 2007, accepted the recommendations of the Senate in approving the following items:

#### **Meeting of 24 November 2006**

- a) Curriculum proposals from the Faculty of Arts and Sciences and the Faculty of Creative and Critical Studies and the Faculty of Health and Social Development.

## Meeting of 20 December 2006

- a) New awards.
- b) Curriculum proposals from the Faculty of Arts and Sciences and the Faculty of Creative and Critical Studies and the Faculty of Health and Social Development.
- c) Establishment of the Okanagan Sustainability Institute (OSI).

### **Joint Reports of the Curriculum and Admissions & Awards Committees**

On behalf of both the Curriculum Committee and the Admissions & Awards Committee, Dr. Gustar presented the following new programs for approval:

#### ***Faculty of Arts & Sciences: M.Sc. and Ph.D. programs in Chemistry***

*Moved: Dr. Gustar*

*Seconded: Dean Bauer*

That the Senate approve the Master of Science and the Doctor of Philosophy programs in Chemistry and their associated courses.

### **Discussion**

Dean Krank stated that, while he was supportive of the motion to approve, there remained a need to align the minimum requirements for admission to the Ph.D. program with the minimum requirements of the College of Graduate Studies. The meeting directed the Secretariat to make the necessary minor adjustments to the proposal, in consultation with the Faculty of Arts & Sciences and the College of Graduate Studies.

*The motion was put and CARRIED.*

#### ***Faculty of Arts & Sciences: M.Sc. and Ph.D. programs in Mathematics***

*Moved: Dr. Gustar*

*Seconded: Dr. Broughton*

That the Senate approve the Master of Science and the Doctor of Philosophy programs in Mathematics and their associated courses.

*CARRIED.*

***Faculty of Education: Developmental Standard Teaching Certificate in Okanagan Language and Culture***

*Moved:* Dr. Gustar  
*Seconded:* Acting Dean Campbell

That the Senate approve the Developmental Standard Teaching Certificate in Okanagan Language and Culture.

**Discussion**

There was some discussion about how many Okanagan language courses were required as part of the Certificate. Dr. Gustar clarified that the admission requirements for the certificate included 54 credits of Okanagan Language & Culture and Indigenous Studies coursework.

*The motion was put and CARRIED.*

**Policies & Procedures Committee – Dean Michael Isaacson**

***Change to Course Withdrawal Regulations***

Dean Isaacson presented a proposal to modify the Calendar entry on Change of Registration. He noted that this proposal had been submitted to the Senate for approval on two previous occasions, but that it had been withdrawn by the Committee and then later referred back to the Committee for further refinement.

Dean Isaacson explained that the Chair of the Vancouver Senate Academic Policy Committee had recently indicated an interest in making policies on course withdrawal applicable system-wide, and had requested that approval of the proposal by the Okanagan Senate be delayed to allow for time for consideration by the Vancouver Senate. Dean Isaacson reminded the Senate of its practice of having the respective Senate Committees from each campus consider system-wide proposals in parallel to avoid unnecessary referrals to the Council of Senates.

*Moved:* Dean Isaacson  
*Seconded:* Dr. Cioe

That the proposal to change course withdrawal regulations be referred to the Policies & Procedures Committee in order to allow for discussion with the Vancouver Senate Academic Policy Committee.

*CARRIED.*

## **Cancellation of Classes for CREATE UBC Okanagan**

Dean Isaacson presented a proposal to modify the 2007/2008 Academic Year in order to facilitate participate in a new student orientation event. The following is an excerpt from the Committee's report:

The Policies & Procedures Committee recently considered a request from Associate Vice-President, Students Ian Cull to cancel classes for all students on the day of the CREATE UBC Okanagan event. CREATE UBC Okanagan is the orientation day for new students. The new-student cohort includes new first year students and new transfer students, as well as new mature students. Under the current Academic Year, only 100-level classes are cancelled.

The Committee concurs with Mr. Cull's submission that cancelling all classes would reduce confusion for all students concerning their class schedule and facilitate faculty and senior student participation in the Create program. The proposal to cancel classes was well received at a recent meeting of the Deputy Vice-Chancellor's Executive Council (DVC-EC).

*Moved: Dean Isaacson*  
*Seconded: Mr. Koovisk*

That the 2007/2008 Academic Year be modified to cancel classes for all students on Tuesday, September 4, 2007 in order to facilitate participation in CREATE UBC Okanagan.

## **Discussion**

Dr. Cioe expressed support for the orientation event, but also some concern about reducing the amount of available class time. Dr. Duran-Cogan noted that cancelling a three-hour class on one day was equivalent to losing an entire week during the academic term.

*The motion was put and CARRIED.*

## ***Addition of the Associate Vice-President and Chief Operating Officer, Academic & Research, UBC Okanagan to the Membership of the Senate***

Note: Dr. Abd-El-Aziz was absent for this item concerning the addition of his position to the composition of the Senate.

Dean Isaacson presented a proposal to modify the composition of the Senate to add the Associate Vice-President and Chief Operating Officer, Academic & Research as an ex officio member of the Senate. The Committee was of the opinion that this addition would serve to acknowledge the critical role of this position in the academic governance of UBC Okanagan and to ensure the incumbent's full participation in the activities of the Okanagan Senate.

*Moved: Dean Isaacson*  
*Seconded: Dean Bottorff*

That the position of Associate Vice-President and Chief Operating Officer, Academic & Research be added ex officio to the permanent membership of the Senate, as allowed under Section 35.1 (3) (j) of the *University Act*;

and;

That the Membership of Senate be amended as allowed by Section 35.1 (3) (j) of the *University Act* to add two faculty members under Section 35.1 (3) (g) to be elected from the Joint Faculties, and one student under Section 35.1 (3) (h) to be elected by the student body at-large.

*CARRIED unanimously.*

Members of Senate applauded to welcome Dr. Abd-El-Aziz in his new role.

### ***Question About Elections Regulations***

Mr. Koovisk asked whether the procedures in use for electing student representatives to the Senate and Board of Governors had been approved. The Chair recognized Mr. Eaton, who replied that the Interim Elections Regulations had been approved by the Council of Senates, and that the regulations contained a provision for the students' union to administer the elections using procedures deemed satisfactory to the Registrar.

### ***Intercampus Student Mobility Motion to Refer***

Dean Isaacson presented the following report:

The Policies and Procedures Committee has had some discussion over the past several months regarding the mobility of students between UBC campuses and possible confusion among students with respect to the portability of their coursework within the UBC system. In order to clarify the position of UBC Okanagan, a member of the Committee has drafted the following statement for possible publication in the UBC Okanagan Calendar:

*In the spirit of the principle, "One great university, two great campuses," UBC Okanagan will accept all of the university credits earned by students transferring from the UBC Vancouver campus toward a degree conferred at UBC Okanagan. Students must, however, meet UBC Okanagan program requirements, as approved by the Okanagan Senate, to be eligible for conferral of a degree at UBC Okanagan. Course equivalencies are established by the relevant Faculties under the authority of the Senate.*

Because the Admissions & Awards Committee has among its terms of reference responsibility for transfer and transfer credit, this Committee is best placed to consider the statement above and to make any recommendations thereon to the Senate.

*Moved: Dean Isaacson*  
*Seconded: Dr. Cioe*

That the Senate refer the draft statement on intercampus student mobility to the Admissions & Awards Committee for consideration; and that the Admissions & Awards Committee be directed to report to the Senate on this matter no later than the April 25, 2007 meeting of the Senate.

### **Discussion and Amendment**

President Toope asked that the Minutes reflect a request from Dean Krank that individual Faculties and the College of Graduate Studies be consulted.

In response to a question from Dr. Reid, President Toope stated that each of the Senates granted “UBC degrees,” as opposed to “UBC Okanagan degrees” or “UBC Vancouver degrees.” Dr. Cioe respectfully disagreed, citing the opinion that having two separate Senates entailed two different types of degrees.

Deputy Vice-Chancellor Owram reported that he had been in discussions about inter-campus student mobility with several Deans at the Vancouver campus. He felt that his Vancouver colleagues were open to change and that some progress had been made. Mr. Silzer stated that Enrolment Services continued to focus on the concept of “one great university.” He was hopeful that, as the relationship between the campuses in the system continued to mature, more seamless movement of students would become reality.

In response to a question from Dr. Wrzesniewski, Dr. Cioe expressed the opinion that the principles around seamless transfer should apply to both graduate and undergraduate students. President Toope stated that it would be important to consult further on this matter.

With the consent of the meeting, the motion was amended to end “...no later than the May 23, 2007 meeting of the Okanagan Senate.

*The motion, as amended, was put and CARRIED.*

### **Curriculum Committee**

#### ***New and Changed Undergraduate Curriculum Proposals***

Committee Chair Dr. Gustar presented curriculum proposals from the Faculties of Applied Science, Arts & Sciences, Creative & Critical Studies, Education, and Health & Social Development.



*Moved:* Dr. Gustar  
*Seconded:* Acting Dean Campbell

That the Senate approve the new and changed undergraduate courses and programs brought forward by the Faculties of Applied Science, Arts & Sciences, Creative & Critical Studies, Education, and Health & Social Development.

### **Discussion and Amendments**

Some 400-level course numbers from the Faculty of Education had been incorrectly listed as 500-level courses, and this correction was accepted by consent.

By consent, a footnote related to the Humanities Elective in the third year of the Bachelor of Applied Science was amended to read, "The Faculty will maintain a list of acceptable courses to satisfy this requirement."

Dr. Cioe expressed concern about the lack of a course description for each of the new courses SPAN 470 and SPAN 471. He stated that the course description was one of the ways in which the Senate could exercise some control over course content, and that the content was not necessarily evident based on the title alone. Dr. Gustar and Dr. Duran-Cogan disagreed, each expressing the opinion that the course titles would convey sufficient information for students.

### **Division of the Question**

*Moved:* Dr. Cioe  
*Seconded:* Dr. Reid

That the proposed courses SPAN 470 and SPAN 471 be divided from the main motion and considered separately.

*CARRIED.*

*Moved:* Dr. Cioe  
*Seconded:* Dr. Reid

That the proposed courses SPAN 470 and SPAN 471 be referred to the Curriculum Committee, with the request that that Committee work with the responsible Faculty to develop course descriptions.

*CARRIED.*

*The main motion to approve the curriculum proposals with the exceptions of SPAN 470 and 471 was put and CARRIED.*

## **Admissions and Awards Committee**

### ***New Awards***

Committee Chair Dr. McCoubrey presented for approval five new awards and one changed award.

*Moved: Dr. McCoubrey*

*Seconded: Dr. Currie*

That the new awards be accepted as listed and forwarded to the Board of Governors for approval, and that letters of thanks be sent to the donors.

### **Discussion**

There was a question about whether graduate students would be eligible for the BRIDGES Transitions Inc. Award in Education. Dr. McCoubrey agreed to follow up with the Development Office and/or the donor and report back to the Senate.

Ms. Neumann pointed out that some awards for graduate students required that students apply, while others were awarded automatically. She stated that this variation in practice caused some confusion for graduate students.

With the consent of the meeting, the award description for the CANWEST Global Centre Scholarship was modified such that the recommending department was specified as the “Department of Creative Studies” instead of the “Visual Arts Department.”

*The motion, with the above amendment, was put and CARRIED.*

### ***Admission Requirements for the Bachelor of Education, Middle Years Specialty***

Dr. McCoubrey presented a proposal to modify the admission requirements for the Bachelor of Education, Middle Years Specialty. The purpose of the modification was to ensure adequate academic preparation for the Middle Years program and to clarify the list of acceptable teachable subjects.

*Moved: Dr. McCoubrey*

*Seconded: Acting Dean Campbell*

That the Senate approve the revisions to the admissions requirements for the Bachelor of Education, Middle School Specialty.

*CARRIED.*

## **Nominating Committee**

Committee Chair Dr. Lalonde presented the reports.

### ***Election of Vice-Chair of Senate***

Note: Deputy Vice-Chancellor Owram was absent for this item.

*Moved:*        *Dr. Lalonde*  
*Seconded:*    *Dr. Wrzesniewski*

That Dr Doug Owram be elected as Vice-Chair of Senate for a term of one (1) year and thereafter until a successor is elected, effective 1 March 2007.

*CARRIED.*

### ***Adjustments to Senate Committees***

*Moved:*        *Dr. Lalonde*  
*Seconded:*    *Dr. Gustar*

That the following standing committee appointment be made, effective until 31 March 2007 and thereafter until a successor is appointed:

Appeals of Academic Standing and Discipline:        Ms Starleigh Grass

*CARRIED.*

## **Other Business**

### **Policies & Procedures Committee – in camera**

#### ***Candidates for Honourary Degrees***

Committee Chair Dean Isaacson circulated for approval a list of candidates for honorary degrees to be conferred at the June 2007 convocation ceremonies. He emphasized that the names of the candidates were to remain confidential until such time as the nominees had accepted the invitation to receive the degree.

*A motion to accept the recommendations of the Policies and Procedures Committee with respect to candidates for honorary degrees was put and CARRIED.*

## **Adjournment**

There being no further business, the meeting was adjourned at 5:45 p.m. The following regular meeting was scheduled to be held on April 4, 2007.