

**THE UNIVERSITY OF NORTHERN BRITISH COLUMBIA
SENATE MEETING
PUBLIC SESSION
MINUTES**



December 15, 2004

3:30 – 5:30 PM

Room 7-172 Bentley Centre - Prince George Campus

Present: S. Beeler, R. Berthiaume (teleconference), T. Binnema, C. Brown, H. Brunt (Vice Chair), S. Cochran, J. DeGrace, D. Ditto, C. Hawkins, D. Hemingway, C. Jago (Chair), E. Jensen, E. Kinghorn (teleconference), M. Mandy, B. McGill, S. McIntyre, P. Montgomery, D. Nyce (teleconference), K. Otter, K. Penner, J. Randall, S. Scholefield, B. Simard (teleconference), D. Small, B. Tait, T. Whitcombe, S. Wilson, N. Zutz, C. Myers (Recording Secretary)

Regrets: B. Anderson, M. Blouw, A. Espiritu, A. Fredeen, A. Hussein, J. Kennedy-Pannett, D. Macknak, B. Malcolm, R. Matheson, B. Milakovic, B. Morrison, B. Muir, K. Naziripour, A. Nussbaumer, D. Procter, F. Rahemtulla, J. Sims, H. Smith, D. Snadden, J. Swainger

Guests: Dr. A. Booth

The meeting commenced at 3:35 p.m.

1.0 S-200412.01

Approval of the Agenda

Hawkins / Mandy

That the Agenda for the December 15, 2004 Public Session of Senate be approved as presented.
CARRIED.

2.0 S-200412.02

Approval of the Minutes of the November 10, 2004 Public Session

Whitcombe / Beeler

That the Minutes of the Public Session of Senate of November 10, 2004 be approved as presented.
CARRIED.

3.0 Business Arising from Previous Meetings of Senate — None

4.0 President's Report

Jago

4.1 2005 / 06 Budget Guidelines Document — for information

The President presented the budget guidelines document and attachments to Senate for information. He explained that the program costing estimates were provided in response to a recommendation that openness and transparency be provided in the process of setting the budget guidelines. The President spoke briefly about the attachments, and then invited questions.

Senator Scholefield asked why “Table 4: UNBC Program Cost Allocation, 1999/2000” in Appendix B contained a note indicating that all departments in Business & Finance, President’s Office and the Executive Office were excluded. The President responded that the cost comparisons between the units were “academic related” costs, which is why those departments had been excluded.

Senator Montgomery questioned why there was no “UNBC Program Cost Allocation” data for budget years 2000/2001 and 2001/2002. The President explained that this information was provided in 1999/2000 on a one-time basis, at the request of the Senate Committee on the University Budget. At that point, there had been no appetite to do this on an annual basis, but it was eventually suggested that it be done every year.

5.0 Report of the Vice-President (Academic) and Provost Brunt

Dr. H. Brunt reported briefly on the following issues:

- SCAPP Task Force on Program Review — information will be brought to Senate soon
- Recruitment — the university is moving to a new system of recruitment for faculty members in January
- Faculty Agreement Academic Program and Services Committee — Strategy and Program initiative is being launched, to be completed in May 2005
- Teaching and Workload Committee — there will be a progress report from this committee early in the new year

6.0 Question Period

7.0 Committee Reports:

7.1 Senate Committee on Academic Policy & Planning Brunt

S-200412.03

Change to Undergraduate Academic Regulations (48. c) — Second Requirement to Withdraw

Randall / Whitcombe

That the changes to the Undergraduate Academic Regulations (48. c) regarding the second requirement to withdraw be approved as proposed.

Effective date: December 15, 2004

CARRIED.

S-200412.04

University of Northern British Columbia’s Participation in the Canadian Circumpolar Mobility Program

Randall / Tait

That the University of Northern British Columbia’s participation in the Canadian Circumpolar Mobility Program be approved as proposed.

Effective date: Fall 2004

UNANIMOUSLY CARRIED.

S-200412.05

Renewal of the Student Exchange Agreement Between the School of Town and Regional Planning of the University of Dundee, Scotland, and the School of Environmental Planning, University of Northern British Columbia

Randall / Whitcombe

That the renewal of the Student Exchange Agreement between the School of Town and Regional Planning of the University of Dundee, Scotland, and the School of Environmental Planning, University of Northern British Columbia, be approved as proposed.

Effective date: Fall 2005

UNANIMOUSLY CARRIED.

S-200412.06

Approval of the “Structure and Governance” Document for the College of Arts, Social and Health Sciences

Randall / Tait

That the “Structure and Governance” Document for the College of Arts, Social and Health Sciences be approved as proposed.

A question was raised with regard to the statement (Section 3.1.1) that the College Dean makes his/her own recommendations on tenure and promotion cases. Dean Randall agreed that this phrase be struck from the document.

Effective date: Fall 2004

CARRIED.

S-200412.07

Approval of Sessional Dates for 2005-2006 and (Provisional) for 2006-2007

Randall / Whitcombe

That the Sessional Dates for 2005-2006 and (provisional) for 2006-2007 be approved as proposed.

Effective date: For inclusion in the 2005-2006 Calendars

Senator Montgomery suggested that it is confusing to refer to a semester with two years in it, such as “2005/2006 September Semester,” and recommended that the format be changed to simply “2005 September Semester.” The Registrar agreed to the suggestion.

Senator Jensen indicated that the December examination period in the 2005 September Semester is only 9 days long, rather than 11 days as stated in the document. J. DeGrace agreed to confirm the dates.

Action: *J. DeGrace to confirm the dates and length of the examination period in December of the 2005 September Semester.*

Senator Otter asked about the November 10 Semester Break in the 2005 September Semester, and whether this was the first time this has been done. The Registrar responded that, yes, this was done at the direction of the Senate Committee on Academic Policy and Planning. Senator Otter indicated that this would have implications with regard to courses for which labs are scheduled, as the labs would have to be cancelled for courses throughout the whole week in which one lab is cancelled. The President suggested that, if the decision will cause concern, the matter should be referred back to the Senate Committee on Academic Policy and Planning.

Dean McGill inquired whether twelve teaching weeks, as provided for in the document, is standard. The Registrar responded that it is standard not to go below sixty teaching days, and added that the

feasibility of shortening the examination period in order to lengthen the number of teaching days might be considered in the future. He concluded that twelve teaching weeks is fairly standard.

CARRIED.

S-200412.08

Program Change — Deletion of Joint Major in Biology / Chemistry

Randall / Whitcombe

That the joint major in Biology / Chemistry be deleted as proposed, and that the text on pp. 126 and 127, the reference on p.135 of the 2004-2005 Calendar, and all other Calendar references to the major be removed.

Effective date: Fall 2005

CARRIED.

A memo from Dr. K. Egger, Chair, Ecosystem Science & Management Program was included for information regarding motions S-200412.09 and S-200412.10.

S-200412.09

Change to Program Requirements — Biology Major

Randall / Otter

That the changes to the program requirements for the Biology Major be approved as proposed.

Effective date: Fall 2005

UNANIMOUSLY CARRIED.

S-200412.10

Calendar Description Change — Major in Wildlife and Fisheries, Natural Resources Management Program

Randall / McGill

That the change to the Calendar text, to reflect the addition of BIOL 325-3 Ecological Analyses as a required course for the Major in Wildlife and Fisheries in the Natural Resources Management Program, be approved as proposed.

Effective Date: Fall 2005

CARRIED.

A summary of the Changes to the Bachelor of Education Program was included for information.

S-200412.11

Calendar Description Change — Bachelor of Education

Randall / Nyce

That the changes to the Bachelor of Education Program streams, from Bachelor of Education (Early Years [K – 5]) to Bachelor of Education (Elementary [K – 7]) and from Bachelor of Education (Senior Years [9 – 12]) to Bachelor of Education (Secondary [8 – 12]), be approved as proposed.

Effective date: Winter 2005

CARRIED.

A memo from Dr. A. Booth and a Summary of Curriculum Changes to the Bachelor of Science, Major in Environmental Planning were included for information.

Motions S-200412.12 to S-200412.27 were dealt with as an Omnibus Motion.

S-200412.12

Change to Degree Requirements — Bachelor of Science, Major in Environmental Planning

Randall / McGill

That the changes to the Bachelor of Science, Major in Environmental Planning, be approved as proposed.

Effective date: Fall 2005

CARRIED.

S-200412.13

Change to Degree Title — Bachelor of Science, Major in Environmental Planning

Randall / McGill

That the change to the degree title, from “School of Environmental Planning (BSc Program)” to “Bachelor of Planning (BPl),” be approved as proposed.

Effective date: Fall 2005

CARRIED.

S-200412.14

Course Prefix Change — ENPL 203-3

Randall / McGill

That the change to the course prefix of ENPL 203-3 Environmental Policy, to ENV5 203-3 Environmental Policy, be approved as proposed.

Effective Date: Fall 2005

CARRIED.

S-200412.15

Course Prefix Change — ENPL 302-3

Randall / McGill

That the change to the course prefix of ENPL 302-3 Energy Development, to ENSC 302-3 Energy Development, be approved as proposed.

Effective Date: Fall 2005

CARRIED.

S-200412.16

Course Prefix Change — ENPL 311-3

Randall / McGill

That the change to the course prefix of ENPL 311-3 Northern Perspectives, to ENV5 311-3 Northern Perspectives, be approved as proposed.

Effective Date: Fall 2005

CARRIED.

S-200412.17

Course Deletion — ENPL 405-3

Randall / McGill

That the course ENPL 405-3 Advanced Environmental Assessment be deleted and removed from the Calendar.

Effective Date: Fall 2005

CARRIED.

S-200412.18

Course Deletion — ENPL 413-3

Randall / McGill

That the course ENPL 413-3 Environmental Planning be deleted and removed from the Calendar.

Effective Date: Fall 2005

CARRIED.

S-200412.19

Course Deletion — ENPL 416-3

Randall / McGill

That the course ENPL 416-3 Ecological Economics be deleted and removed from the Calendar.

Effective Date: Fall 2005

CARRIED.

S-200412.20

New Course Approval — ENPL 206-3

Randall / McGill

That the new course ENPL 206-3 Planning Analysis and Techniques be approved as proposed.

Effective date: Fall 2005

Senator Whitcombe pointed out that the third sentence under the heading “Calendar Course Description” is incorrect, and should read: “Three specific areas are covered: scenario and future studies; forecast, backcasting and other prediction techniques; and policy analysis.

CARRIED.

S-200412.21

New Course Approval — ENPL 207-3

Randall / McGill

That the new course ENPL 207-3 Introduction to Computer Aided Design (CAD) for Planners be approved as proposed.

Effective date: Fall 2005

CARRIED.

S-200412.22

New Course Approval — ENPL 208-3

Randall / McGill

That the new course ENPL 208-3 First Nations Community and Environmental Planning be approved as proposed.

Effective date: Fall 2005

CARRIED.

S-200412.23

New Course Approval — ENPL 303-3

Randall / McGill

That the new course ENPL 303-3 Spatial Planning with Geographical Information Systems (GIS) be approved as proposed.

Effective date: Fall 2005

CARRIED.

S-200412.24

New Course Approval — ENPL 304-3

Randall / McGill

That the new course ENPL 304-3 Mediation, Negotiation and Public Participation be approved as proposed.

Effective date: Fall 2005

CARRIED.

S-200412.25

New Course Approval — ENPL 313-3

Randall / McGill

That the new course ENPL 313-3 Rural Community Economic Development (CED) be approved as proposed.

Effective date: Fall 2005

CARRIED.

S-200412.26

New Course Approval — ENPL 409-3

Randall / McGill

That the new course ENPL 409-3 Advanced First Nations Community and Environmental Planning be approved as proposed.

Effective date: Spring 2006

CARRIED.

S-200412.27

New Course Approval — ENPL 431-3

Randall / McGill

That the new course ENPL 431-3 Professional Report be approved as proposed.

Effective date: Fall 2005

CARRIED.

A summary of Curriculum Changes to the Nursing Program was included for information.

Motions S-200412.28 to S-20012.30 were dealt with as an Omnibus Motion.

S-200412.28

Course Deletion — NURS 314-5

Randall / Mandy

That the course NURS 314-5 Clinical Practicum: Mental Health and Elderly Adult be deleted and removed from the Calendar.

Effective Date: Winter 2005

CARRIED.

S-200412.29

New Course Approval — NURS 315-2.5

Randall / Mandy

That the new course NURS 315-2.5 Clinical Practicum: Mental Health be approved as proposed.

Effective date: Winter 2005

CARRIED.

S-200412.30

New Course Approval — NURS 316-2.5

Randall / Mandy

That the new course NURS 316-2.5 Clinical Practicum: Elderly Adult be approved as proposed.

Effective date: Winter 2005

CARRIED.

S-200412.31

Change to Program Requirements — Deletion of PSYC 497-3 as Required Course for Psychology Majors, Except BSc Honours

Randall / Hemingway

That the deletion of the course PSYC 497-3 Senior Seminar as a required course for Psychology Majors, which will remain as a requirement for BSc Honours, be approved as proposed.

Effective Date: Fall 2005
UNANIMOUSLY CARRIED.

To Senate for Information

SCAPP20041103.04

Course Prerequisite and Preclusion Change — ENPL 318-3

That the changes to the course prerequisite and preclusion for ENPL 318-3 Professional Planning Practice be approved as proposed.

Effective Date: Fall 2005

It was pointed out that the first sentence in this course description was incomplete, and the Chair requested that the Registrar ensure it was corrected.

SCAPP20041103.04

Course Title, Prerequisite, and Preclusion Change — ENPL 415-3

That the changes to the course title, prerequisite and preclusion for ENPL 415-3 Rural Planning and Design be approved as proposed.

Effective Date: Fall 2005

It was pointed out that the first sentence in this course description was incomplete, and the Chair requested that the Registrar ensure it was corrected.

7.2 Senate Committee on Research & Graduate Studies

Blouw / Tait

A summary of Curriculum Changes to the Community Health Science MSc Program was included for information.

Motions S-200412.32 to S-200412.37 were dealt with as an Omnibus Motion.

S-200412.32

Change to Degree Requirements and Calendar Description — Community Health Science, Master of Science Program

Tait / Randall

That the changes to the degree requirements and calendar text for the Community Health Science (MSc Program) be approved as proposed.

Effective Date: Fall 2005

UNANIMOUSLY CARRIED.

S-200412.33

Course Deletion — HHSC 608-3

Tait / Randall

That the course HHSC 608-3 Knowledge and Inquiry in Health and Human Sciences be deleted and removed from the Calendar.

Effective Date: Fall 2005

UNANIMOUSLY CARRIED.

S-200412.34

Course Deletion — HHSC 701-3

Tait / Randall

That the course HHSC 701-3 Community-Based Health Research be deleted and removed from the Calendar.

Effective Date: Fall 2005

UNANIMOUSLY CARRIED.

S-200412.35

New Course Approval — HHSC 609-3

Tait / Randall

That the new course HHSC 609-3 Critical Appraisal of Health Literature be approved as proposed.

Effective date: Fall 2005

UNANIMOUSLY CARRIED.

S-200412.36

New Course Approval — HHSC 700-3

Tait / Randall

That the new course HHSC 700-3 Advanced Techniques in Epidemiology be approved as proposed.

Effective date: Fall 2005

UNANIMOUSLY CARRIED.

S-200412.37

Change to Course Contact Hours — HHSC 799-6

That the change to the contact hours for HHSC 799-6 Thesis, to HHSC 799-9 Thesis, be approved as proposed.

Tait / Randall

Effective date: Fall 2005

UNANIMOUSLY CARRIED.

An Executive summary of Curriculum Changes to the History Program Graduate Course Offerings was included for information.

Motions S-200412.38 and S-200412.39 were dealt with as an Omnibus Motion.

S-200412.38

Course Deletion — HIST 703-3

Tait / Binnema

That the course HIST 703-3 Themes in the History of Peripheral Areas be deleted and removed from the Calendar.

Effective Date: Fall 2005

CARRIED.

S-200412.39

New Course Approval — HIST 706-3

Tait / Binnema

That the new course HIST 706-3 Themes in Intellectual History be approved as proposed.

Effective date: Fall 2005

CARRIED.

7.3 Senate Committee on Scholarships & Bursaries

McIntyre

S-200412.40

Changes to the Selection Criteria for the Governor General's Silver Medal

Whitcombe / Otter

That the changes to the Governor General's Silver Medal selection criteria be approved as proposed.

Effective Date: November 2004

CARRIED.

S-200412.41

**Modifications to the Selection Criteria for the Governor General's Gold Medal Recipient
Whitcombe / Tait**

That the modifications to the selection criteria for the Governor General's Gold Medal recipient be approved as proposed.

Effective Date: January 1, 2005

CARRIED.

S-200412.42

New Policy for Appealing Eligibility Status for Renewed Awards

Whitcombe / Wilson

That the new policy for appealing eligibility status for renewed awards be approved as proposed.

Effective Date: November 2004
CARRIED.

S-200412.43

Change to Awards and Financial Aid Section of Graduate Calendar — Graduate Diploma in Business Administration and the Masters of Business Administration

Whitcombe / Tait

That the change to the Awards and Financial Aid section of the Graduate Calendar, which pertains to the Graduate Diploma in Business Administration and the Masters of Business Administration, be approved as proposed.

Effective Date: January 1, 2005

CARRIED.

S-200412.44

Change to Graduate Calendar — Definitions of Academic Excellence, Academic Proficiency and Satisfactory Academic Performance

Tait / Mandy

That the revisions to the definitions of Academic Excellence, Academic Proficiency and Satisfactory Academic Performance that are presented on page 31 of the *Graduate Academic Calendar 2004-2005* be approved as proposed.

Effective Date: Winter 2005

CARRIED.

S-200412.45

Approval of New UNBC Doctoral Tuition Scholarship

Tait / Hemingway

That the UNBC Doctoral Tuition Scholarship be approved as proposed.

Effective Date: January 1, 2005

CARRIED.

S-200412.46

Approval of New UNBC Masters Tuition Scholarship

Scholefield / Tait

That the UNBC Masters Tuition Scholarship be approved as proposed.

Effective Date: January 1, 2005

CARRIED.

S-200412.47

Approval of New UNBC Professional Program Tuition Scholarship

Tait / Mandy

That the UNBC Professional Program Tuition Scholarship be approved as proposed.

Effective Date: January 1, 2005

CARRIED.

S-200412.48

Approval of New Terms and Conditions — The Gertrude Bryant and Family Endowed Bursary

Tait / Mandy

That the new terms and conditions for the Gertrude Bryant and Family Endowed Bursary be approved as proposed.

Effective Date: Endowed 2002

S. McIntyre pointed out that the title of this award had been changed from “The Gertrude Bryant Endowed Bursary,” to “The Gertrude Bryant and Family Endowed Bursary.”

CARRIED.

S-200412.49

Approval of Revised Terms and Conditions — The Gordon Bryant Family Endowed Scholarship

Tait / Hemingway

That the revisions to the terms and conditions for the Gertrude Bryant Endowed Scholarship be approved as proposed.

Effective Date: Endowed 1992 (update 2004)

It was pointed out that the correct title of this award was “The Gordon Bryant Family Endowed Scholarship,” not “The Gordon Bryant Family Endowed Bursary.”

CARRIED.

7.4 Senate Committee on the Library

Brunt

S-200412.50

2004 Annual Report of the Senate Committee on the Library (SCL)

Tait / Mandy

That the 2004 Annual Report of the Senate Committee on the Library (SCL) be received.

Effective Date: December 2004

Senator Mandy mentioned that the vacant position listed under “Committee Members” on the report was for a “Faculty Member: CASHS,” only, not “Faculty Member: CASHS/First Nations” as indicated.

CARRIED.

7.5 Senate Committee on Organization and Rules

Jago

S-200412.51

Addition of Disclaimer Statement to the Undergraduate and Graduate Calendars — Students Responsible for Informing Themselves of Risks Associated with Field and Laboratory Studies

Tait / Hawkins

That the addition of the statement to the “disclaimers” at the beginning of both the Undergraduate and Graduate Calendars be approved as proposed.

Effective Date: December 15, 2004

UNANIMOUSLY CARRIED.

To Senate for Information

Election of Members to the UNBC Board of Governors

- Martha McLeod, Faculty member from the College of Arts, Social and Health Sciences
- Brian Milakovic, Graduate student
- Fabian Sparvier, Undergraduate student

The Registrar also reported the results of the election for faculty members on Senate, as follows:

Faculty Members from CASHS elected (two positions)

- Karin Beeler
- Kevin Hutchings

Faculty Members from CSAM elected (three positions)

- Margot Mandy
- Christopher Opio
- Eric Rapaport

Faculty Member at Large elected (one position)

- Aileen Espiritu

8.0 Other Business

8.1 Report of the Registrar

DeGrace

The Registrar reported that the pilot program of grade loading by Faculty members had been completed, and that it was anticipated this option would be made available to all faculty members by next semester.

He also reported that the Rules of Standing had been built into Banner, so students would now see their academic standing (including probation and the requirement to withdraw) upon checking their final grades, rather than being required to wait for a letter.

9.0 Information

The President reported that the Presidents of the College of New Caledonia and University of Northern British Columbia had signed an agreement regarding complementary planning. He stated that, compared to Alberta and the Lower Mainland, programs in the north were limited, which was the initiative for this agreement.

President Jago wished everyone a safe and happy holiday season.

10.0 S-200412.52

Adjournment

Whitcombe

That the Senate meeting be adjourned.

CARRIED.

The meeting ended at 4:30 p.m.