

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



December 17, 2003

3:30 – 5:30 PM

Room 7/172 Bentley Centre - Prince George Campus

Present: S. Beeler, T. Binnema, M. Blouw, S. Cochran, J. DeGrace, D. Ditto, S. Gill, D. Hemingway, C. Jago (Chair), E. Jensen, M. Mandy (teleconference), W. McGill, P. Montgomery, W. Morrison, D. Nyce (teleconference), A. Nussbaumer, D. Poff (Vice-Chair), D. Procter, F. Rahemtulla, J. Randall, J. Sims, H. Smith, R. Tait, T. Whitcombe, S. Wilson, A. Truant (Recording Secretary)

Regrets: B. Anderson, R. Berthiaume, C. Brown, L. Coates, A. Fredeen, C. Hawkins, A. Hussein, Y. Hussein, J. Kennedy-Pannett, E. Kinghorn, D. Macknak, B. Malcolm, R. Matheson, K. Naziripour, K. Otter, K. Penner, B. Simard, J. Swainger

Guests: S. Lindgren, R. van Adrichem, G. Kerr, P. Madak

The meeting commenced at 3:35pm.

1.0 S-200312.01

Approval of the Agenda

Whitcombe/Morrison

That the Agenda for the December 17, 2003 Public Session of Senate be approved as proposed.

CARRIED

2.0 S-200312.02

Approval of Minutes - of the November 12, 2003 Public Session

Morrison/Tait

That the Minutes of the November 12, 2003 Public Session of Senate be approved as proposed.

CARRIED

3.0 Business Arising from Previous Meetings of Senate

3.1 Amendment to NORS Motions Approved at the November 12, 2003 Senate Meeting

The following motions were approved at the November 12, 2003 Senate meeting and brought back to this meeting with an effective date change from Fall 2004 to Winter 2004 for information:

- . S-200311.14 – NORS 311-3
- . S-200311.15 – NORS 312-3
- . S-200311.16 – NORS 321-3
- . S-200311.17 – NORS 322-3
- . S-200311.18 – NORS 331-3
- . S-200311.19 – NORS 332-3
- . SCAPP20031009.13 – NORS 101-3

3.2 Amendment to CPSC Motions Approved at the November 12, 2003 Senate Meeting

The following motions were approved at the November 12, 2003 Senate meeting and brought back to this meeting with an effective date change from Winter 2005 to Fall 2004 for information:

- . S-200311.09 – CPSC 350-3
- . S-200311.33 – CPSC 750-3

3.3 Change in Course Number – WMST 310-3

The following motion should have been submitted to Senate at the June 11, 2003 meeting for information.

- . SCAPP 20030409.07

That the Course Number for WMST 310-3, Indigenous Women: Perspectives, be changed to WMST 306-3, Indigenous Women: Perspectives.

3.4 Change in Course Number – WMST 402-3

The following motion should have been submitted to Senate at the June 11, 2003 meeting for information.

- . SCAPP 20030409.07

That the Course Number for WMST 402-3, Political Economy & First Nations Women, be changed to WMST 402-3, Political Economy & First Nations Women.

4.0 President's Report

4.1 Association of Universities and Colleges of Canada (AUCC) - Higher Education & University Research: Empowering Canadians and Their Communities

Received for information.

4.2 Association of Universities and Colleges of Canada (AUCC) – Notes for a Presentation to the House of Commons Standing Committee on Finance

Received for information.

4.3 Welcome to New Senators

Although the following new Graduate Student Senators could not attend this meeting, the President presented their names to Senate for information:

- . Brian Milakovic, and
- . Bruce Muir

4.4 November 2003 Enrolment Analysis

C. Jago advised that a copy of the November 2003 Enrolment Analysis would be provided to Senators at the January 14, 2004 meeting of Senate for information. This information would also be brought to the Fall and Spring meetings of Senate annually.

4.5 Announcement of UNBC's Third Chancellor – Peter J. G. Bentley

The Secretary of Senate, John DeGrace, advised that a Call for Nominations for the position of Chancellor of UNBC was circulated in the Fall and that one nomination was received. He informed Senators that Mr. Peter J. G. Bentley was elected by acclamation, and distributed a copy of the news release which would be dispatched to the media immediately after this announcement.

C. Jago provided biographical information adding that Mr. Bentley had been a supporter of this University for quite some time, and was certain that he would continue to provide outstanding leadership. C. Jago stated that he was delighted to welcome Mr. Bentley as Chancellor. Mr. Bentley would be officially installed as Chancellor at the May 2004 convocation ceremony.

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

The Vice-Chair reported on clarification received from the Ministry on a number of programs we had been working on with regard to the development of graduate proposals. In terms of our status for exemption for granting masters degrees, application for exemption would have to be made. This could be done before the exempt status became effective, which was September 2004.

With regard to the status of post baccalaureate diplomas, clarification was received that UNBC, as an exempt University, did not have to circulate on the Ministry site as the Community Colleges and University Colleges were required to.

6.0 Question Period - None

7.0 Committee Reports:

7.1 Senate Committee on Academic Policy & Planning

S-200312.03

Enrolment Accountability Strategy for the University of Northern British Columbia

Poff/Whitcombe

Original Motion

That the six Senate motions listed on p. 6-7 of the report, “An Enrolment Accountability Strategy for the University of Northern British Columbia” be approved as proposed.

Effective Date: For inclusion in the 2004-2005 Calendar, and implementation in the 2004-2005 recruitment/admissions year for students admitted beginning September 2005

Amended Motion

That the Senate motions 1, 2, 3, 5, 6 listed on pages 6-7 of the report, “An Enrolment Accountability Strategy for the University of Northern British Columbia” be approved as proposed. That motion 4 be approved as amended in the circulated text, which replaced pages 17-19 of the typed page numbers or pages 35-37 of the handwritten page numbers of the original material.

Effective Date: For inclusion in the 2004-2005 Calendar, and implementation in the 2004-2005 recruitment/admissions year for students admitted beginning September 2005

UNANIMOUSLY CARRIED

The Registrar, John DeGrace, provided a summary of the discussions which lead to the amended motion as stated in his memorandum of December 16, 2003 to Members of the Senate.

The earliest version was submitted to President’s Council in June & September, 2003. It was submitted to a joint meeting of the Senate Committee on Academic Policy & Planning, the Senate Committee on Research & Graduate Studies and the Senate Committee on Admissions & Admissions Standards in November. Discussion continued centered mostly around the admission requirements, but the issues surrounding that were not resolved before this Senate meeting. It was decided that it was best to revise the proposal to retain the same fundamental admission requirements that were currently in place, and to allow the rest of the motions to be carried to allow the Coordinator of Enrolment Management to consult broadly both within and outside the University and to bring forward recommendations.

If the proposals presented were approved by Senate, they would set in motion the steps necessary to move to administered enrolments. The specific recommendations that were made were those that impacted the 2004-05 Calendars, but where things could be postponed they had been left. For example, there were commitments to hiring that must be made which had budget implications requiring further discussions. As we moved towards managed enrolment, there would be costs to be expected: costs for the hiring of an administrator and provision of administrative support. As admissions would become more complicated, it was anticipated that one clerical assistant would be required, and there would be short term and possibly long term support necessary in Administrative Computing and Registration/Records within the Registrar’s Office. At least for the coming year as a supplementary effort, a short term employee would have to be hired to assist the high school Liaison Officers in educating guidance counsellors, prospective students, parents and all those who needed to know of where the changes were leading.

Issues being faced:

- . significant population pressures – increased enrolments, and being close to the limit of the number of students that could be accommodated without additional space.
- . the provincial government had begun to set specific enrolment targets for BC post secondary institutions. Some of these targets were program related and the way students were admitted would have to be carefully considered.

Enrolment management would encompass the full spectrum of student recruitment, admission and retention practices. This document emphasized the admission component. Further work would be required in the areas of recruitment and retention, which would be ongoing and the Coordinator would play a central role in those areas. In moving towards enrolment management another important factor to consider was the screening process. At present we admitted to the University and a recommendation would be that we admitted by degree stream, which would guarantee that each student be assigned a Dean.

Summary of the seven motions before the Senate:

- . the first one had been briefly dealt with by Senate, the change of the application deadline to March 1st annually, at the time the sessional dates were brought before Senate, it was indicated that the approval of this date would be provisional and dependent upon how Senate dealt with enrolment management generally.
- . the second motion had to do with “Interest Only” category of students, which posed a variety of administrative problems in an administrative/registration context, and a revision of “Special Entry” category to accommodate those students who wanted to take an occasional course.
- . the third motion dealt with “general admission” requirements and clearly stated the nature of the enrolment administration process and called explicit attention to the “Special Entry” category for those who did not meet the “general admission” requirements.
- . the fourth motion dealt with “High School” admissions, and as was proposed in the amendments dated December 16th, would remain unchanged. The Enrolment Administration Coordinator would review the admission requirements internally and in consultation with schools and guidance councilors, Colleges and would recommend changes in advance of the 2005/06 Calendar.
- . the fifth motion covered revision to the “General Statement on Transfer” and was for clarity.
- . the sixth motion related to “Other Admission Category” changes and referred back to the second motion and “Special Entry”.
- . the seventh motion was a simple motion that if carried, carries the weight of approval in principal by Senate because it proposed the Calendar entry to revise “fees”. It required that students, upon acceptance to the institution, would be given a time limit to accept that position and provide the appropriate payment to cover acceptance and registration.

At this time, Professor Staffan Lindgren was granted the opportunity of speaking to the Senate. He was pleased to see that some concerns were addressed, although there would still be a problem with the designation of Science Degrees (pg #36 of the amendment). He asked that, in future, with regard to changes of this nature, a process be in place for consultation with faculty and faculty advisors.

Friendly Amendment:

That joint majors would be added to the Degree Groups on pages 35 & 36 under “High School Admissions”.

UNANIMOUSLY CARRIED

S-200312.04

Calendar Entry – Northern Medical Program

Poff/Morrison

That the Calendar entry for the Northern Medical Program be approved as proposed.

Effective Date: Inclusion in the 2004-2005 Calendar

CARRIED

A Summary of Motions for the Education Program is included for information.

S-2003 12.05

Education Diploma in Gitksan Language and Culture

Poff/Nyce

That the Education Diploma in Gitksan Language and Culture be approved as proposed.

Effective Date: Winter 2004

CARRIED

Dr. Paul Madak explained that the required 90 credit hours of university course work was the requirement of the British Columbia College of Teachers, but the program designed for UNBC required 92 credit hours of study. We would therefore be exceeding the minimum requirements by 2 credits.

S-200312.06

Changes to the BEd Academic Regulations

Poff/Randall

That changes to the BEd Academic Regulations be approved as proposed.

Effective Date: Fall 2004

Friendly Amendment

The last line of paragraph #1 of the motion under “BEd Academic Regulations” which read: “Courses for which a grade of “F” was received must be repeated” to be replaced with: “Courses for which a grade of “C” or less was received must be repeated.

CARRIED

A Summary of the History Program changes is included for information.

S-200312.07

New Course Approval – HIST 190-3

Poff/Morrison

That the new course HIST 190-3, The West and the World to 1660, be approved as proposed.

Effective Date: Fall 2004

CARRIED

S-200312.08

New Course Approval – HIST 191-3

Poff/Morrison

That the new course HIST 191-3, The West and the World Since 1660, be approved as proposed.

Effective Date: Winter 2005

CARRIED

S-200312.09

New Course Approval – HIST 290-3

Poff/Morrison

That the new course HIST 290-3, The Contemporary World, be approved as proposed.

Effective Date: Winter 2005

CARRIED

S-200312.10

New Course Approval – HIST 505-6

Poff/Morrison

That the new course HIST 505-6, Honours Thesis, be approved as proposed.

Effective Date: Fall 2004

CARRIED

S-200312.11

Course Deletion – HIST 150-3

Poff/Morrison

That the course HIST 150-3, The Emergence of the Contemporary World, be deleted.

Effective Date: Fall 2004

CARRIED

S-200312.12

Course Deletion – HIST 502-3

Poff/Morrison

That the course HIST 502-3, Honours Thesis I, be deleted.

Effective Date: Fall 2004

CARRIED

S-200312.13

Course Deletion – HIST 503-3

Poff/Morrison

That the course HIST 503-3, Honours Thesis II, be deleted.

Effective Date: Fall 2004

CARRIED

S-200312.14

Addition to Breadth Requirements for Arts & Humanities

Poff/Morrison

That the addition of HIST 190-3, The West and the World to 1660, and HIST 191-3, The West and the World since 1660, to the Breadth Requirements for Arts and Humanities be approved.

Effective Date: Fall 2004

CARRIED

S-200312.15

Change in Requirements for a Major/Minor and BA Honours Degree in History

Poff/Morrison

That the requirements for the Major/Minor and BA Honours in History be changed as proposed.

Effective Date: Fall 2004

CARRIED

S-200312.16

Change in Lower Division Requirements for the BA - Joint Major in English/History

Poff/Morrison

That the lower division requirements for the BA - Joint Major in English/History be changed as proposed.

Effective Date: Fall 2004

CARRIED

S-200312.17

Change in Lower Division Requirements for the BA - Joint Major in History/Political Science

Poff/Binnema

That the lower division requirements for the BA - Joint Major in History/Political Science be changed as proposed.

Effective Date: Fall 2004

CARRIED

S-200312.18

Change in Lower Division Requirements for the BA - Joint Major in History/Women's Studies

Poff/Binnema

That the lower division requirements for the BA - Joint Major in History/Women's Studies be changed as proposed.

Effective Date: Fall 2004

CARRIED

To Senate for Information

SCAPP20031105.07

Change of Course Title and Description – HIST 357-3

That the title and description of HIST 357-3, Scandinavian History, be changed.

Effective Date: Fall 2004

SCAPP20031105.07

Change of Course Title – HIST 454-(3-6)

That the title of HIST 454-(3-6), Comparative Women's History, be changed.

Effective Date: Fall 2004

SCAPP20031105.07

Change of Course Title – HIST 456-(3-6)

That the title of HIST 456-(3-6), Comparative Cultural Encounters, be changed.

Effective Date: Fall 2004

7.2 Senate Committee on Research & Graduate Studies

A Summary of the Research Policies is included for information.

S-200312.19

Motion to Table

Blouw/Morrison

Revisions to the General Research Policy

That the revisions to the General Research Policy be approved as proposed.

Effective Date: Fall 2003

CARRIED

Action: This motion to be referred back to the Senate Committee on Research & Graduate Studies as there were further amendments to be brought forward.

S-200312.20

Motion to Table

Blouw/Morrison

Revisions to the Integrity in Research and Scholarly Activities Policy

That the revisions to the Integrity in Research and Scholarly Activities Policy be approved as proposed.

Effective Date: Fall 2003

CARRIED

Action: This motion to be referred back to the Senate Committee on Research & Graduate Studies as there were further amendments to be brought forward.

S-200312.21

Blouw/Morrison

Research Involving Human Participants/Subjects Policy

That the Research Involving Human Participants/Subjects Policy be approved as proposed.

Effective Date: Fall 2003

CARRIED

Action: This motion to be referred back to the Senate Committee on Research & Graduate Studies as there were further amendments to be brought forward.

A Summary of the Changes to the Admissions & Regulations Section of the Graduate Calendar is included for information.

S-200312.22

Revision to Calendar – Addition of Section 1.9 Misrepresentation of Application Information

Tait/Whitcombe

That the proposed revision to add Section 1.9 Misrepresentation of Application Information to the Graduate Studies Admissions and Regulations section of the Graduate Calendar be approved.

Effective Date: Winter 2004

CARRIED

S-200312.23

Revision to Calendar – Addition of 7.1.4 Admission – Continuation to a Doctoral Program

Tait/Whitcombe

That the proposed revision to add Section 7.1.4 Admission – Continuation to a Doctoral Program to the Graduate Studies Admissions and Regulations section of the Graduate Calendar be approved. (Note: the original Section number for the current Calendar entry is Section 9.1. Admission.)

Effective Date: Winter 2004

CARRIED

S-200312.24

Revision to Calendar – Deletion & Replacement of Section 9.8 Final Oral Examination

Tait/Whitcombe

That Section 9.8 Final Oral Examination of the current Graduate Calendar be deleted and replaced with Section 7.9 Final Oral Examination in the Graduate Studies Admissions and Regulations section of the Graduate Calendar.

Effective Date: Winter 2004

CARRIED

S-200312.25

Revision to Calendar – Revision of Section 9.9 Degree Completion and Graduation

Tait/Whitcombe

That Section 9.9 Degree Completion and Graduation of the current Graduate Calendar be revised as per the proposed new Section 7.10 Degree Completion and Graduation in the Graduate Studies Admissions and Regulations section of the Graduate Calendar.

Effective Date: Winter 2004

CARRIED

S-200312.26

Revision to Calendar – Editorial Revisions

Tait/Whitcombe

That the editorial revisions to the Graduate Studies Admissions and Regulations section of the Graduate Calendar be approved as proposed.

Effective Date: Winter 2004

CARRIED

To Senate for Information

SCRGS 171103.02

Revision to Calendar – Addition of Section 4.5.3 Format of the Examination

That the proposed revision to add Section 4.5.3 Format of the Examination to the Examining Committees section of the Graduate Studies Admissions and Regulations section of the Graduate Calendar be approved. (Note: the original Section number for the current Calendar entry is Section 5.5.2 Examining Committees)

Effective Date: Winter 2004

SCRGS 171103.03

Revision to Calendar – Deletion of Section 6.0 Interdisciplinary Programs

That Section 6.0 Interdisciplinary Programs be deleted from the Graduate Studies Admissions and Regulations section of the Graduate Calendar.

Effective Date: Winter 2004

SCRGS20031105.02

Annual Report – UNBC Research Ethics Board

That the Annual Report from the UNBC Research Ethics Board for May 1, 2002 – April 30, 2003 be received.

Effective Date: October 2003

SCRGS20031105.03

Annual Reports – Northern Land Use Institute

That the Annual Reports from the Northern Land Use Institute for 2001-2002 and 2002-2003 be received.

Effective Date: October 2003

7.3 Senate Committee on Scholarships & Bursaries

S-200312.27

Suncor Energy Foundation Environmental Engineering Scholarship

Poff/Blouw

That the Terms and Conditions for the Suncor Energy Foundation Environmental Engineering Scholarship be approved.

Effective Date: Established 2003

CARRIED

S-200312.28

Lou and Coby Veeken Bursary

Poff/Blouw

That the Terms and Conditions for the Lou and Coby Veeken Bursary be approved.

Effective Date: Established 2003

CARRIED

S-200312.29

R. Williams/B. LaPointe Scholarship

Poff/Whitcombe

That the Terms and Conditions for the R. Williams/B. LaPointe Scholarship be approved.

Effective Date: Established 2003

CARRIED

S-200312.30

Rix Family Foundation Endowed Health Sciences Bursary

Poff/Blouw

That the Terms and Conditions for the Rix Family Foundation Endowed Health Sciences Bursary be approved.

Effective Date: Endowed 2003

CARRIED

7.4 Senate Committee on Organization and Rules

To Senate for Information

SCOR200311.03

Membership Changes to the Senate & Senate Committees (no material)

The following recommendations from the SCOR Sub-Committee on Rules and Nominations (SSCRN) for candidates to serve on Senate/Senate Committees were approved by the Senate Committee on Organization and Rules (SCOR):

Senate

Brian Milakovic, graduate student.

Bruce Muir, graduate student.

Senate Committee on Research & Graduate Studies (SCRGS)

Brian Milakovic, graduate student.

Paul Way, graduate student.

Senate Committee on Scholarships & Bursaries (SCSB)

Adam Ginzinger, graduate student.

SCAPP/SCRGS Joint Sub-Committee on Program Review (SSCPR)

Todd Rinaldi, graduate student.

Senate Committee on Regional Policy & Inter-Institutional Relationships (SCRPIIR)

Bruce Muir, graduate student.

Beverly Morrow, undergraduate regional student. (South-Central)

Senate Committee on Student Services (SCSS)

Susan Gibson, graduate student.

Senate Committee on the Library (SCL)

Marie-Claude Roch, graduate student.

8.0 Other Business

8.1 Report of the Registrar - None

9.0 Information

10.0 S-200310.31

Move to In-Camera

Whitcombe/Tait

That the meeting move In-Camera

CARRIED

11.00 S-200310.34

Adjournment

Whitcombe/Tait

That the Senate meeting be adjourned.

CARRIED

The meeting ended at 4:30pm.