

**SENATE MEETING
PUBLIC SESSION
MINUTES**

October 27, 2010
3:30 – 5:30 PM
Room 7-172 Bentley Centre

Present:

G. Ashoughian, S. Beeler, T. Binnema, R. Brouwer, C. Carriere, D. Casperson, C. Chasteauneuf, L. Chen, M. Dale, J. DeGrace (Secretary of Senate), S. Déry, H. Donker, G. Fondahl, M. Green, W. Haque, M. Hatcher, D. Hemingway (Acting Dean of CASHS), R. Hoffman, K. Hutchings (Vice Chair), E. Jensen, M. Kizhakkeniyil, J. Li, J. MacDonald, S. McKenzie, C. Myers (Recording), D. Nyce, C. O'Callaghan, M. Reid, D. Ryan, I. Uche-Ezeala, J. Van Barneveld, S. Wagner, A. Yakemchuk

Regrets:

O. Adegbite, J. Alec, E. Annis, M. Archie, S. Bennett, G. Iwama (Chair), E. Kim, R. Lazenby, D. Leighton-Stephens, D. Macknak, F. MacPhail, R. Robinson, J. Young, S. Zahir

Absent:

A. Dayanandan

The meeting commenced at 3:30 p.m. In the absence of Dr. Iwama, the meeting was chaired by Senator Hutchings, Vice Chair of Senate.

1.0 S-201010.01

Approval of the Agenda

Donker / Déry

That the Agenda for the October 27, 2010 Public Session of Senate be approved as presented.
CARRIED.

2.0 Senate Minutes

2.1 S-201010.02

Approval of Senate Minutes of September 23, 2010

Donker / Carriere

That the minutes of the September 23, 2010 Public Session of Senate be approved as presented.
CARRIED.

2.2 S-201010.03

Approval of *REVISED* Senate Minutes of November 18, 2009

Donker / Reid

That the revised minutes of the November 18, 2009 Public Session of Senate (add/drop dates in 2010-2011 semester dates, to reflect amendment approved by Senate) be approved as presented.
CARRIED.

3.0 Business Arising from Previous Minutes of Senate

No business arising was identified.

4.0 President's Report

Iwama

As Dr. Iwama was absent from the meeting, he provided a written report. Senator Hutchings provided Senators with a verbal summary of the highlights contained in President Iwama's report.

5.0 Report of the Provost

Dale

5.1 Enrolment Report

Dr. Dale provided a PowerPoint presentation and report regarding enrolment numbers. In his report, Dr. Dale noted that the most crucial point was that undergraduate enrolments have decreased by 102 students, or 3.4%. Overall, the decrease in full-time equivalents (FTE) is 1.2%. Dr. Dale added that, although international student numbers have increased, international students do not contribute to the FTE numbers for the purpose of the annual Provincial grant, so it is concerning that the University has not met the enrolment target set by the Ministry.

To deal with enrolment concerns, the University is undertaking a number of initiatives, including hiring an Assistant Provost to deal with enrolment, reviewing the University's academic practice and structure, moving some resources from international to domestic student recruitment, and mounting an advertising campaign in Vancouver and Toronto.

Dr. Dale provided Senators with information from a report of the Globe and Mail regarding student satisfaction, which was based on a survey of students. He noted that the results of the report indicate that there are actions UNBC can take to improve students' experiences, including ensuring availability of upper-division and environment-related courses.

With regard to the Wood Innovation and Design Centre, the Provost reported that, as a result of the recent change of Minister for the Ministry of Advanced Education and Labour Market Development, he was uncertain of what effect this might have on the progress of the Centre.

Several comments were made regarding the report, and Dr. Dale responded to some questions from Senators in this regard.

6.0 Question Period

A Senator questioned the status of the changes to the Mathematics, Computer and Physical Sciences degree approved at the last Senate meeting, since he was aware there was a moratorium, from the Ministry's Degree Quality Assessment Board (DQAB), on approval of new degrees and programs. Dr. Dale replied that DQAB had indicated they would not review the request until the moratorium was lifted. Dr. Mandy was present at the meeting, and commented that some revised motions would be advanced to Senate in light of DQAB's response.

A Senator questioned the policy regarding scheduling of examinations, commenting that the exam schedule for first-year students contains four exams during the first four days of the schedule. The Senator felt this was a poor policy that did not facilitate retention of students, and added that he had been told the policy was to have examinations for large classes at the beginning of the examination period to provide more time for those teaching these classes to submit their grades. Mr. DeGrace responded that this was correct. The Senator replied that a day's break between the exams would be helpful. Following up on this discussion, another Senator asked whether Mr. DeGrace had information about when UNBC's exam schedule was released in relation to other universities. The Registrar responded that he did not have this information. When asked what barriers existed to releasing the exam schedule in September, the Registrar responded that he would like to consult with the Scheduling Coordinator before providing an answer to this question, but that one of the issues was that there was only one person responsible for the totality of the University's scheduling.

The Senator who had asked previously about the status of DQAB approvals asked whether the memorandum in this regard could be released to Senate, and the Provost responded that he would provide a copy.

A Senator asked for information regarding President's Executive Council (PEC), such as the membership of PEC, its role, and its place in the governance structure. The Provost responded that he would ask Mr. Tim Thomas to compile this information for Senators.

The question was raised as to whether UNBC is a member of the Alberta Council on Admissions and Transfer, and the Registrar responded that it is not.

A Senator noted that the minutes of the Board of Governors were not contained on the Board website, and asked why not. Ms. Myers responded that this was a matter of the Executive Assistant to the Board of Governors not being granted access to the content management system in order to upload the minutes. Ms. Myers added that she had previously agreed to assist with doing so, as she had access, but that access appeared to have been removed. Ms. Myers was asked to bring this concern to the Steering Committee of Senate.

Dr. Dale was asked to provide monthly enrolment reports like Dean Madak had done, and he agreed to do so.

7.0 S-201010.04

Approval of Motions on the Consent Agenda (*no material*)

Binnema / Bennett

That the motions on the consent agenda, except for those removed for placement on the regular agenda, be approved as presented.

A Senator indicated that motion S-201010.11 was not noted as being on either the regular or consent agenda, and Ms. Myers reported that it should be on the regular agenda.

CARRIED.

8.0 Committee Reports

8.1 Senate Committee on Academic Policy and Planning

Dale

"For Approval" Items:

S-201010.05

Renewal of Student Exchange Agreement Between the University of Southern Denmark (USD), Denmark and the University of Northern BC

Donker / Ryan

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the student exchange agreement between the University of Southern Denmark (USD), Denmark and the University of Northern BC be renewed as proposed.

Effective date: September 2010

CARRIED.

The UNBC policy entitled "'Schools' Within the University" was included for information.

S-201010.06

Approval of Name Change — "Health Sciences Programs" to "School of Health Sciences"

Reid / Jensen

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the Health Sciences Programs become the School of Health Sciences, as per the "'Schools' within the University" policy (S-200303.07).

Effective date: January 2011

A Senator noted that there were two motions of this nature and suggested that, rather than having units change their names individually, he would like to see a global change made in this regard. The Provost

responded that he would interpret this comment as a plea for consistency. He added that he has been allowing Programs to make the choice, which has been discussed at SCAPP, but feels this practice should be continued unless issues arise as a result.

CARRIED.

S-201010.07

Revisions to Program Calendar Description — “Health Sciences Programs” to “School of Health Sciences”

Jensen / Casperson

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the changes to the program description, on page 140-143 of the 2010/2011 undergraduate calendar, be revised and approved as proposed.

Effective date: January 2011

CARRIED.

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~strike through~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

The Bachelor of Health Sciences degree is a four-year program consisting of a range of courses that relate directly to the science of health, in the recognition that health is a complex entity defying a simple explanation or a single disciplinary perspective. The courses identified within the ~~Program~~ School of Health Sciences offer learning opportunities from a variety of disciplines, including the Life Sciences, Social Sciences, Behavioural Sciences, and Ethics and Law, to enable students to develop a body of knowledge and understanding relating to the dimensions of Health. Some of these courses are considered to be ‘core’ and therefore central to the basic understandings of health, while others offer the student opportunities to learn about a specific health perspective that is focused on one of three Majors: i) Biomedical Studies, (ii) Community and population Health-Environmental Health, or, (iii) Community and Population Health-Aboriginal and Rural Health. Graduation from either of the Community and Population Health Majors enables students to embark on careers or graduate programs related to health care management, administration, information systems or public health.

Students pursuing the Biomedical Studies Major are required to complete a set of courses that enables them to be prepared for application to professional programs such as medicine, nursing, pharmacy, occupational therapy, dentistry, speech pathology or physiotherapy. This major provides a foundational, multidisciplinary knowledge base that is focused on the natural, physical, and social sciences, and includes population health and research methodology.

All students graduating with the Bachelor of Health Sciences degree will have developed critical analytical skills, life-long learning skills, and the ability to work from the evidence of best practice.

General Requirements

To be awarded the BHSc degree, students are required to complete 120 credit hours of University-level courses. This consists of 57 credit hours of common requirements for all BHSc students, with the remainder coming from the following majors, and electives:

Biomedical Studies: Students take 48 credit hours of courses from the Biomedical Studies major and 15 elective credit hours.

Community and Population Health - Aboriginal and Rural Health: Students take 33 credit hours from the common course requirements for both Community and Population Health Majors, as well as a minimum of 12 credit hours (6 specified, 6 with some choice) in Aboriginal and Rural Health-related courses. The remaining 18 credit hours are obtained from elective credit hours.

Community and Population Health - Environmental Health: Students take 33 credit hours from the common course requirements for both Community and Population Health Majors, as well as a minimum of 12 credit hours (6

specified, 6 with some choice) in Environmental Health-related courses. The remaining 18 credit hours are obtained from elective credit hours.

Students enrolling in Health Sciences courses with prerequisites are required to have completed all prerequisite courses for those courses with a C- or better, or have permission to enroll from the ~~Program~~ School Chair.

Bachelor of Health Sciences Honours (BHSc, Honours)

Admission to the honours program takes place after the end of the second year (i.e., upon completion of 60 credit hours) and requires a minimum CGPA of 3.33 over the previous 30 credit hours, or permission of the School Chair. Consultation with Student Advising is highly recommended before applying. Attaining the minimum requirement does not guarantee admission to the honours program, which is at the discretion of the School Chair. To remain in the honours program, students must maintain a minimum SGPA of 3.33. All honours students complete a thesis project (HHSC 490-6 Honours Thesis) under the direct supervision of a faculty member.

S-201010.08

New Course Approval — COMM 352-3

Carriere / Donker

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the new course COMM 352-3 e-business be approved as proposed.

Effective date: September 2011

CARRIED.

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~strikethrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

The course provides an introduction to electronic business concepts and e-business strategies. The students study various e-business models and applications, their benefits and risks, infrastructure needs, Business-to-Business and Business-to-Customer strategies, and legal and ethical issues. An introduction to business intelligence tools is also provided. Students work in teams to develop an internet business plan and implement a prototype with emphasis on form validation, security, electronic payment systems, and linkage with backend databases.

Prerequisites: CPSC 250 or permission of Chair

S-201010.09

Approval of Semester Dates for 2011-2012 and Provisional Semester Dates for 2012-2013

Reid / Donker

That, on the recommendation of the Senate Committee on Academic Policy and Planning, the Semester Dates for 2011-2012, and the provisional Semester Dates for 2012-2013, be approved as proposed.

Effective date: Dates for 2011-2012 to be released with the next Academic Calendars in March 2011

CARRIED.

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~strikethrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

UNDERGRADUATE SEMESTER DATES

(16 September)

Undergraduate Semester Dates for 2011-2012 - Final, offered for approval by Senate in the fall of 2011:

[Note that, for each of the September and January Semesters, a day's break after the long weekend starting the semester has been inserted in advance of the first day of classes.]

UNDERGRADUATE CALENDAR

Definitions

In each 12-month academic year beginning in September:

September Semester - September to December

January Semester - January to April

May Semester - May to August

2011 September Semester

[(61 teaching days)

(Monday-11, Tuesday-12, Wednesday-13 Thursday-13, Friday-12)]

September

5	Monday	<u>Labour Day, University closed</u>
7	Wednesday	<u>First day of classes, September Semester</u> <u>All September Semester fees due</u>
21	Wednesday	<u>Last day to add/drop September Semester courses without</u> <u>financial penalty</u> <u>Last day to change September Semester courses from audit to</u> <u>credit and credit to audit</u>

October

10	Monday	<u>Thanksgiving Day, University closed</u>
18	Tuesday	<u>Last day to withdraw from September Semester courses</u> <u>without academic penalty, 50% tuition refund</u>
28	Friday	<u>Deadline for application to graduate in 2012</u>

November

1	Tuesday	<u>Application deadline for undergraduate studies for January Semester</u>
11	Friday	<u>Remembrance Day, University closed</u>

December

2	Friday	<u>Last day of classes</u>
5	Monday	<u>First day of exam period</u>
16	Friday	<u>Last day of exam period</u>
24-31	Sat. to Sat.	<u>University closed</u>
30	Friday	<u>Maintenance Shutdown</u>

2012 January Semester

[(62 Teaching days)

(Monday-12, Tuesday-12, Wednesday-13, Thursday-13, Friday-12)]

January

<u>1</u>	<u>Sunday</u>	<u>University Closed</u>
<u>4</u>	<u>Wednesday</u>	<u>First day of classes</u>
<u>All January Semester fees due</u>		
<u>18</u>	<u>Wednesday</u>	<u>Last day to add/drop January Semester courses without financial penalty</u> <u>Last day to change January Semester courses from audit to credit and credit to audit</u>

February

<u>1</u>	<u>Wednesday</u>	<u>Application deadline for the Bachelor of Social Work Program for the September Semester 2012</u> <u>Application deadline for Bachelor of Fine Arts</u>
<u>10</u>	<u>Friday</u>	<u>Last day to withdraw from January Semester courses without academic penalty, 50% tuition refund</u>
<u>20</u>	<u>Monday</u>	<u>Beginning of Mid-Semester Break (no classes Feb 20-24)</u>

March

<u>1</u>	<u>Thursday</u>	<u>Application deadline for undergraduate studies for September Semester 2012</u> <u>Application deadline for International students for May and September Semesters 2012</u> <u>Application deadline for the Environmental Engineering Program for September Semester 2012</u> <u>Application deadline for the Bachelor of Health Science Program for September Semester 2012</u> <u>Application deadline for UNBC administered scholarships and bursaries</u> <u>General application deadline for May Semester 2012</u>
<u>12</u>	<u>Monday</u>	<u>Application deadline for the Bachelor of Education program September Semester 2012</u>
<u>30</u>	<u>Friday</u>	<u>Application (to College of New Caledonia) deadline for the Northern Collaborative Baccalaureate Nursing Program September Semester 2012</u>

April

<u>5</u>	<u>Thursday</u>	<u>Last day of classes</u>
<u>6</u>	<u>Friday</u>	<u>Good Friday, University closed</u>
<u>9</u>	<u>Monday</u>	<u>Easter Monday, University closed</u>
<u>11</u>	<u>Wednesday</u>	<u>First day of exam period</u>
<u>25</u>	<u>Wednesday</u>	<u>Last day of exam period</u>

2012 May Semester

[(29 Teaching days - Spring Intersession)

(28 Teaching days - Summer Intersession)

(62 Teaching days - May Semester)]

May

7	Monday	<u>First day of classes, May Semester and Spring Intersession</u> <u>All May Semester fees due, including Spring/Summer Intersessions</u>
11	Friday	<u>*Last day to add/drop Spring Intersession courses without financial penalty</u>
18	Friday	<u>Last day to add/drop May Semester courses without financial penalty</u> <u>Last day to change May Semester courses from audit to credit and credit to audit</u>
21	Monday	<u>Victoria Day, University closed</u>
25	Friday	<u>Last day to withdraw from Spring Intersession courses without academic penalty, 50% tuition refund</u>
25	Friday	<u>Convocation</u>

June

4	Monday	<u>Application deadline for International Students for January Semester 2013</u> <u>Application deadline for the Northern Advancement Program</u>
15	Friday	<u>Last day of classes, Spring Intersession</u> <u>Last day to withdraw from May Semester courses without academic penalty, 50% tuition refund</u>
18	Monday	<u>First day of exam period, Spring Intersession</u>
22	Friday	<u>Last day of exam period, Spring Intersession</u>
25	Monday	<u>Summer break begins for May Semester (no classes June 25-July 3)</u>
29	Friday	<u>Recommended application deadline for the BC Student Assistance Program (BC Student Loans)</u>

July

1	Sunday	<u>Canada Day, University closed</u>
3	Tuesday	<u>Classes resume for May Semester</u> <u>First day of classes, Summer intersession</u>
7	Saturday	<u>University closed (maintenance shutdown)</u>
10	Tuesday	<u>*Last day to add/drop Summer Intersession courses without financial penalty</u>
20	Friday	<u>Last day to withdraw from Summer Intersession courses without academic penalty, 50% tuition refund</u>

August

6	Monday	<u>BC Day, University closed</u>
10	Friday	<u>Last day of classes, Summer Intersession and May Semester</u>
13	Monday	<u>First day of exam period, Summer Intersession and May Semester</u>
17	Friday	<u>Last day of exam period, Summer Intersession and May Semester</u>

* For condensed courses, the last day to withdraw (50% tuition refund) is indicated in the course-specific documentation.

Note: To retain academic awards, students must register for classes not later than July 1.

2011 - 2012 Senate Dates

<u>September 28, 2011</u>	<u>January 25, 2012</u>	<u>May 23, 2012</u>
<u>October 26, 2011</u>	<u>February 22, 2012</u>	<u>June 27, 2012</u>
<u>November 23, 2011</u>	<u>March 28, 2012</u>	<u>July 25, 2012</u>
<u>December 14, 2011</u>	<u>April 25, 2012</u>	<u>August 22, 2012</u>

March 28, 2012: Special Budget Meeting

GRADUATE SEMESTER DATES

(16 September)

Graduate Semester Dates for 2011-2012 - Final, offered for approval by Senate in the fall of 2011:

[Note that, for each of the September and January Semesters, a day's break after the long weekend starting the semester has been inserted in advance of the first day of classes.]

GRADUATE CALENDAR

Definitions

In each 12-month academic year beginning in September:

September Semester - September to December

January Semester - January to April

May Semester - May to August

2011 September Semester

[(61 teaching days)

(Monday-11, Tuesday-12, Wednesday-13 Thursday-13, Friday-12)]

September

5	Monday	<u>Labour Day, University closed</u>
7	Wednesday	<u>First day of classes, September Semester</u> <u>All September Semester fees due</u>
15	Thursday	<u>Application deadline for Graduate Studies for January Semester 2012 for:</u> <u>Development Economics (MA), First Nations Studies (MA), Gender Studies (MA), History (MA), Interdisciplinary Studies (MA, MSc), International Studies (MA), Mathematical, Computer, and Physical Sciences (MSc), Natural Resources and Environmental Studies (MA, MSc, MNRES), [note: MNRES may have to be changed based on Senate motion this fall] Political Science (MA)</u>
21	Wednesday	<u>Last day to register or revise registration for the September Semester</u> <u>Last day to withdraw from program without financial penalty</u> <u>Last day to change September Semester courses from audit to credit and credit to audit</u>

October

10	Monday	<u>Thanksgiving Day, University closed</u>
18	Tuesday	<u>*Last day to withdraw from September Semester courses without academic Penalty</u>
31	Monday	<u>Deadline for application to graduate in 2012</u>

November

11	Friday	<u>Remembrance Day, University closed</u>
14	Monday	<u>Application deadline for non-degree status for January Semester 2012</u>

December

2	Friday	Last day of classes
5	Monday	First day of exam period
16	Friday	Last day of exam period
24- 31	Sat. to Sat.	University closed
30	Friday	Maintenance Shutdown

*Graduate Students must have permission of their supervisor to alter their registration and must maintain continuous enrolment in order to maintain their position in Graduate Studies.

2012 January Semester

[(62 teaching days)

(Monday-12, Tuesday-12, Wednesday-13, Thursday-13, Friday-12)]

January

1	Sunday	University closed
4	Wednesday	First day of classes, January Semester All January Semester fees due
18	Wednesday	Last day to register or revise registration for the January Semester Last day to withdraw from program without financial penalty Last day to change January Semester courses from audit to credit and credit to audit Application deadline for Graduate Studies September Semester 2012 for: English (MA), Psychology (MSc) and (PhD)

February

1	Wednesday	Application deadline for Master of Business Administration (MBA)
10	Friday	*Last day to withdraw from January Semester courses without academic penalty
15	Wednesday	Application deadline for UNBC administered Graduate Awards Application deadline for Graduate Studies for May Semester 2012 for: Interdisciplinary Studies (MA, MSc), Education (MEd) Multidisciplinary Leadership Specialization Application deadline for Graduate Studies September Semester 2012 for: Business Administration (MSc), Community Health Science (MSc), Development and Economics (MA), Disability Management (MA), Education (MEd) Counselling Specialization, First Nations Studies (MA), Gender Studies (MA), History (MA), Interdisciplinary Studies (MA, MSc), International Studies (MA), Mathematical, Computer, and Physical Sciences (MSc), Natural Resources and Environmental Studies (MA, MSc, MNRES and PhD), Nursing (MScN, MScN:FNP), Political Science (MA), Social Work (MSW) Application deadline for Graduate Studies May and September Semesters 2012 for: Education (MEd) Multidisciplinary Leadership Specialization
20	Monday	Beginning of Mid-Semester Break (no classes February 20-24)

April

5	Thursday	Last day of classes
6	Friday	Good Friday, University closed
9	Monday	Easter Monday, University closed
11	Wednesday	First day of exam period
13	Friday	Application deadline for non-degree status for the May Semester 2012
25	Wednesday	Last day of exam period

30	Monday	<u>Deadline to complete all requirements for Master's and PhD programs for graduation</u>
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*Graduate Students must have permission of their supervisor to alter their registration and must maintain continuous enrolment in order to maintain their position in Graduate Studies

2012 May Semester

[(29 teaching days - Spring Intersession)
(28 teaching days - Summer Intersession)
(62 teaching days - May Semester)]

May

7	Monday	<u>First day of classes, May Semester and Spring Intersession</u>
		<u>All May Semester fees due, including Spring/Summer Intersessions</u>
11	Friday	<u>Last day to register or revise registration for the Spring Intersession courses without financial penalty</u>
21	Monday	<u>Victoria Day, University closed</u>
23	Tuesday	<u>Last day to register or revise registration for the May Semester</u>
		<u>Last day to withdraw from program without financial penalty</u>
		<u>Last day to change May Semester courses from audit to credit and credit to audit</u>
25	Friday	<u>Last day to withdraw from Spring Intersession without academic Penalty</u>
25	Friday	<u>Convocation</u>

June

15	Friday	<u>Last day of classes, Spring Intersession</u>
		<u>*Last day to withdraw from May Semester courses without academic penalty</u>
18	Monday	<u>First day of exam period, Spring Intersession</u>
22	Friday	<u>Last day of exam period, Spring Intersession</u>
25	Monday	<u>Summer break begins for May Semester (no classes June 25-July 3)</u>

July

1	Sunday	<u>Canada Day, University closed</u>
3	Tuesday	<u>Classes resume for May Semester</u>
		<u>First day of classes, Summer Intersession</u>
7	Saturday	<u>University closed (maintenance shutdown)</u>
10	Tuesday	<u>Last day to register or revise registration for Summer Intersession courses without financial penalty</u>
20	Friday	<u>Last day to withdraw from Summer Intersession courses without academic penalty</u>

August

6	Monday	<u>BC Day, University closed</u>
10	Friday	<u>Last day of classes, Summer Intersession and May Semester</u>
15	Wednesday	<u>Application deadline for non-degree status for the September Semester</u>
13	Monday	<u>First day of exam period, Summer Intersession and May Semester</u>
17	Friday	<u>Last day of exam period, Summer Intersession and May Semester</u>

For condensed courses, the last day to revise registration is indicated in the course-specific documentation.

*Graduate Students must have permission of their supervisor to alter their registration and must maintain continuous enrolment in order to maintain their position in Graduate Studies.

2011 - 2012 Senate Dates

<u>September 28, 2011</u>	<u>January 25, 2012</u>	<u>May 23, 2012</u>
<u>October 26, 2011</u>	<u>February 22, 2012</u>	<u>June 27, 2012</u>
<u>November 23, 2011</u>	<u>March 28, 2012</u>	<u>July 25, 2012</u>
<u>December 14, 2011</u>	<u>April 25, 2012</u>	<u>August 22, 2012</u>

March 28, 2012: Special Budget Meeting

8.2 Senate Committee on Research and Graduate Studies

Fondahl / MacPhail

Dr. Fondahl reported that the PhD in Health Sciences had been approved by the Degree Quality Assessment Board, which precipitated a round of applause from Senators.

“For Approval” Items:

S-201010.10

Approval of Strategic Research Plan

Déry / Carriere

That, on the recommendation of the Senate Committee on Research and Graduate Studies, the Strategic Research Plan be approved as proposed.

Effective date: Upon approval by Senate

CARRIED.

S-201010.11

Change to Program Preambles — Health Sciences Programs

Donker / Reid

That, on the recommendation of the Senate Committee on Research and Graduate Studies, the change(s) to the Health Sciences program preambles, on pages 62-64 of the 2010/2011 graduate calendar, be approved as proposed.

Effective date: January 2011

CARRIED.

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~strikethrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

page 62, 2010/2011 calendar

Community Health Science (MSc Program)

Graduate Supervisors are noted below but faculty from other programs listed in the Calendar may co-supervise students as well.

Henry Harder, Professor, and ~~Program~~ Chair of the School of Health Sciences

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Transfer Credit

A maximum of two courses (six credit hours) completed with at least a B standing at a recognized University may be transferred with the approval of the advisor and the Chair of the ~~program~~ School of Health Sciences

S-201010.12

Revision to Program Requirements and Calendar Description — School of Social Work

Donker / Van Barneveld

That, on the recommendation of the Senate Committee on Research and Graduate Studies, the changes to the UNBC Academic Calendar Description for Social Work be approved as proposed.

Effective date: January 2011

CARRIED.

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~strikethrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

The Master of Social Work program is available on a full- or part-time basis, and can be completed through a thesis or practicum route. The MSW builds on the BSW by offering students an integrated research/policy/practice concentration in one of the key thematic areas: social work in northern and remote areas, First Nations, women and the human services, and community practice and research. The aim of the MSW is to provide students with advanced social work research, policy, and practice skills. It is designed to enable students to pursue independent studies that will help them undertake a variety of responsibilities in management, policy formulation, program consultation, planning, advanced social work, clinical practice, and research within the human services.

Admission

Enrolment in the MSW is strictly limited.

In addition to the admission application requirements outlined in Section 1.0 of the [Graduate Academic Calendar](#), applicants are required to undergo a criminal records search, and provide evidence of this prior to being considered for admission. Completion of the MSW Supplementary Application form is also required in order to be considered for admission. The MSW Supplementary Application form is included with the application material for this program. Two academic letters of reference and one professional letter of reference must be submitted.

Application deadlines are found in this calendar under "Semester Dates" or online at: www.unbc.ca/calendar/graduate, also under "Semester Dates." The Social Work MSW Program accepts students for the September Semester.

For additional information about graduate admissions or to download application materials, go to the Graduate Programs website at www.unbc.ca/graduateprograms.

The MSW program at UNBC emphasizes a pro-active orientation that aims to provide informed theoretical, empirical, and substantive choices for improvements in human service programs, policies, education, and social work practice. This approach to social work and social policy is known as social administration.

The key elements in this social administration approach as they relate to the thematic areas of the MSW at UNBC consist of the following:

- the description and analysis of the operation of human services in northern and remote regions;

- the study of social policies and social work practices, and their individual and social consequences for the people and communities in the interior and northern British Columbia;
- the examination of global, historical, social, and economic changes, and the way these affect the living conditions and the people served by human service agencies and organizations in northern and remote areas; and
- the recognition of the values central to the responsibility of human service professionals to work with socially disadvantaged and powerless groups, and to expand the power and resources of these groups through social work practice.

Within this social administration approach courses are arranged so students develop skills that integrate the research/policy/practice domains of social work. A major emphasis of the MSW is to foster critical intervention skills that link the domains of social policy, social work research, and social work practice. For example, if one chooses to develop a speciality in community practice and research, or social policy, the program of studies will emphasize the linkages between these domains or dimensions of social work.

Requirements

The MSW consists of a practicum or thesis option, and clusters of courses that provide for a research/policy/practice concentration in one of the key focus areas: social work in northern and remote areas, First Nations, women and the human services, and community practice and research.

Human service experience is required before candidates can be considered for the MSW program. Please see descriptions for Entry Routes 1 and 2 (below). To be admitted, a grade point average of at least 3.00 (“B”) in the work of the last 60 credit hours (approximately the last two years) leading to the Baccalaureate degree is required. Letters of reference, as well as a written statement of the candidate's research and practice interests and reasons for pursuing a MSW, are also required. A personal interview may be requested. Applicants who do not meet the above requirements may still be admitted under the provisions of affirmative action.

Taking a MSW at UNBC

There are two entry routes into the MSW.

Entry from a Bachelor of Social Work, and one year (12 months full-time equivalent) post-BSW human service experience. Entry at this level leads directly into the MSW Program.

For full-time students this will consist of 33 credit hours, including completion of a thesis or practicum report.

This program requires the successful completion of a minimum course work of 27 credit hours for practicum students, and 21 credit hours for thesis students. The program comprises an integrated core of five required courses, two elective courses, and a thesis, OR five required courses, four electives, and a practicum.

Entry with a Bachelor degree in a related field or discipline, and two years (24 months full-time equivalent) human service experience. Entry at this level begins with an MSW Foundation Year of studies.

For full-time students entering from a Bachelor degree in a related field, this MSW program will consist of a minimum two years (24 months) program of course and practica. A thesis or practicum report is

required following completion of course work. An oral defense is required for the thesis. This route normally includes 66 credit hours, consisting of 33 credit hours in each of the two years.

MSW

Requirements

Thesis students must take the following required courses:

SOCW 609-3 Advanced Quantitative Research
HHSC 703-3 Advanced Qualitative Research Approaches in Health and Human Sciences
SOCW 704-3 MSW Integrative Seminar
SOCW 700-12 MSW Thesis

Practicum students must take the following required courses:

SOCW 609-3 Advanced Quantitative Research
HHSC 703-3 Advanced Qualitative Research Approaches in Health and Human Sciences
SOCW 704-3 MSW Integrative Seminar
SOCW 732-6 MSW Practicum II

All students are required to take at least two of the following courses, and may take the other two courses as electives:

SOCW 601-3 Current Issues in Northern/Remote Social Work
SOCW 602-3 First Nations: Advanced Social Work Practice
SOCW 603-3 Women: Policy/Practice Issues
SOCW 605-3 Community Work/Politics of Change

Electives

SOCW 604-3* Directed Readings/~~Electives~~
SOCW 610-3 Wellness: Alternate Approaches
SOCW 613-3 Clinical Social Work Practice
SOCW 615-3 Multi-Cultural Social Work Practice
SOCW 620-3 Policy Making/Human Services
SOCW 621-3 Comparative Welfare Analysis
SOCW 651-3 Legal Issues for Women
SOCW 698-3 Special Topics
SOCW 701-3 Research Practicum

Thesis students are required to take a total of two electives. Those two electives may be taken from the two lists immediately above, and/or from other UNBC graduate programs, and/or from other accredited Canadian universities via approved transfer agreements (e.g., the Western Deans' Agreement).

Practicum students are required to take a total of four electives, two of which must come from the two lists of courses immediately above. The two other electives may come from the above lists and/or taken from other UNBC graduate programs and/or from other accredited Canadian universities via approved transfer agreements (e.g., the Western Deans' Agreement).

* Students may only take SOCW 604-3 Directed Readings/~~Electives~~ course once for 3 credits.

MSW Foundation Year

For those with baccalaureate degrees in related areas and two years of full-time previous human service experience, the MSW will normally consist of 66 credit hours (two years) of study. The foundation year will consist of six 600 level courses, two 600 level electives, plus a Practicum ([SOCW 632-9](#)).

The 600 level courses are:

SOCW 630-3 Communication Skills
SOCW 631-3 Critical Social Work Practice
SOCW 632-9 MSW Practicum I
SOCW 633-3 Critical Social Policy
SOCW 634-3 Social Work Research/Policy/Practice
SOCW 635-3 Social Work Philosophy and Ethics
SOCW 637-3 Advanced Practice

MSW students in their Foundation Year must successfully complete SOCW 634-3 prior to registration in SOCW 609 and HHSC 703.

“For Information” Items:

SCRGS201010.03

Changes to Course Title and Description — SOCW 604-3

That the changes to the course title and course description for SOCW 604-3 Directed Readings/Electives, on page 131 of the 2010/2011 graduate calendar, be approved as proposed.

Effective date: January 2011

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~strikethrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

SOCW 604-3 Directed Readings/~~Electives~~

Directed Readings ~~and Electives~~ enables students to undertake an independent reading course in an area that fits a chosen MSW research/policy/practice concentration. ~~Another option is to pursue an elective that fits a chosen MSW concentration from courses offered in other faculties at UNBC. Normally s~~Students may will take a maximum of one Directed Readings ~~course and Elective~~.

8.3 Senate Committee on Scholarships and Bursaries

Russell

“For Information” Items:

SCSB20100922.03

Brett and Natalie Stewart Award

That the new Terms and Conditions for the Brett and Natalie Stewart be approved.

Effective Date: 2010/2011 Academic Year

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~strikethrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

Award Category: Open

Award Name: Brett and Natalie Stewart Award

Calendar Description/Intent: Brett and Natalie Stewart are both graduates of UNBC. Brett was a four year student athlete on the UNBC Men’s Varsity Basketball team and was recognized as an Academic All-Canadian during his playing career. Brett and Natalie both feel

strongly that academics and athletics are both instrumental in developing well rounded citizens and have established an award to recognize male athletes accepting that challenge at UNBC

Donor: Brett and Natalie Stewart

Value: \$1,000

Number: One

Placement in which Calendar: Undergraduate

Award Type: Award

Eligibility: Available to a full time undergraduate student who is a member of the Men's Varsity Basketball team at UNBC.

Criteria: Satisfactory academic standing.

Application Instructions: Fill out all sections of the Awards Application form.

Effective Date: Established 2010

Recipient Selection: Senate Committee on Scholarships and Bursaries on recommendation by the men's basketball coach and the UNBC Awards Office.

SCSB20100922.04

Doctoral Dissertation Completion Award

That the new Terms and Conditions for the Doctoral Dissertation Completion Award be approved.

Effective Date: October 2010

SCSB20100922.05

Edna Chesley Memorial Bursary

That the new Terms and Conditions for the Edna Chesley Memorial Bursary be approved.

Effective Date: 2010-2011 Academic Year

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~strikethrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

Award Category: In-course

Award Name: Edna Chesley Memorial Bursary

Calendar Description/Intent: Edna valued education and the dedication and commitment to nursing studies by those who also had primary responsibilities to their children. Edna appreciated the quality nursing care given by registered nurses and in particular, nurses in her hometown of Quesnel.

Donor: Carol Webber

Value: \$1,000

Number: One

Placement in which Calendar: Undergraduate

Award Type: Bursary

Eligibility: Available to a full time undergraduate student enrolled in the School of Nursing (BScN Program). Student must be a lone parent studying at the UNBC Quesnel campus.

Criteria: Demonstrated financial need and satisfactory academic standing.

Application Instructions: Fill out all sections of the Awards Application form.

Effective Date: Established 2010

Recipient Selection: Senate Committee on Scholarships and Bursaries on recommendation by the UNBC Awards Office.

SCSB20100922.06

KJM Sales Ltd Leadership Award

That the new Terms and Conditions for the KJM Sales Ltd Leadership Award be approved.

Effective Date: 2010-2011 Academic Year

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~strikethrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

Award Category: Open

Award Name: KJM Sales Ltd. Leadership Award

Calendar Description/Intent: KJM Sales Ltd. Is a family owned industrial sales and steel fabricating company in Prince George. KJM Sales Ltd. is proud to help support students reach their academic goals.

Donor: KJM Sales Ltd.

Value: \$2,000

Number: One

Placement in which Calendar: Undergraduate

Award Type: Award

Eligibility: Available to a full time undergraduate student with demonstrated community involvement and leadership as well as involvement in recreational activities.

Criteria: Satisfactory academic standing.

Note: The UNBC Awards office will forward all eligible applications to KJM Sales Ltd. who will then review and make a recommendation to the UNBC Awards Office.

Application Instructions: Submit a letter of nomination from a third party to the Awards and Financial Aid Office. The letter must provide confirmation of your leadership activities, community and recreational involvement.

Effective Date: Established 2010

Recipient Selection: Senate Committee on Scholarships and Bursaries on recommendation by KJM Sales Ltd. and the UNBC Awards Office.

SCSB20100922.07

KJM Sales Ltd Award

That the revised Terms and Conditions for the KJM Sales Ltd Award be approved.

Effective Date: 2010-2011 Academic Year

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~strikethrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

Award Category: Open

Award Name: KJM Sales Ltd. Athletics Award

Calendar Description/Intent: KJM Sales Ltd. is a family owned industrial sales and steel fabricating company in Prince George. KJM Sales Ltd. is proud to help support students reach their academic goals.

Donor: KJM Sales Ltd.

Value: \$2,000

Number: ~~Two (2)~~ Varsity Athletic Awards as follows: Three (3)

~~– One (1) Men’s Varsity Basketball Team student athlete~~

~~– One (1) Women’s Varsity Basketball Team student athlete~~

Placement in which Calendar: Undergraduate

Award Type: Award

Eligibility: Available to full time undergraduate students who are members of the varsity basketball teams. ~~as outlined above and who are involved in other recreational activities.~~

Criteria: ~~Academic Proficiency~~ Satisfactory Academic Standing

Note: ~~The UNBC Awards office will select a maximum of 4 suitable eligible applicants applications and forward them to KJM Sales Ltd. who will then review and make a recommendation to the UNBC Awards Office.~~

Application Instructions: ~~Fill out all sections of the Awards Application form and submit a letter outlining your leadership activities, community and recreational involvement.~~ Nominations will be made by the respective coaches.

Effective Date: Established 2008

Recipient Selection: Senate Committee on Scholarships and Bursaries on recommendation by ~~KJM Sales Ltd.~~ the coaches and the UNBC Awards Office.

S-201010.13**Approval of Policy for the Senate Committee on Student Discipline Appeals**

Reid / McKenzie

That, on the recommendation of the Steering Committee of Senate, the policy for the Senate Committee on Student Discipline Appeals be approved as proposed and put into the Undergraduate and Graduate academic calendars.

Effective date: Immediately upon approval by Senate

A Senator expressed concern over the unevenness between the University and students, as this policy does not allow for the Committee to determine that the University's decision was groundless. Senator Reid, Chair of the Senate Committee on Student Discipline Appeals, responded that the committee had discussed this point at length, and had consulted legal counsel on the matter. Committee members were of the opinion that the appropriate course of action is to send an appeal back to the decision-maker with instructions regarding how the matter can be dealt with properly, which is similar to the manner in which the Senate Committee on Academic Appeals deals with grade appeals, for instance.

CARRIED.

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~striketrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

[FOR INSERTION IN THE UNDERGRADUATE ACADEMIC CALENDAR under Undergraduate Regulations and Policies, replacing item "7. Appeals", of section III – Student Conduct Statement of Principles. Current Section "8. General Matters" should be moved prior to the new Section 7, so that "8. General Matters" becomes "7. General Matters" and "7. Appeals" becomes "8. Appeal of a decision imposing discipline under the Student Conduct Statement of Principles".]

[FOR INSERTION IN THE GRADUATE ACADEMIC CALENDAR under Graduate General Regulations and Policies, replacing item "7. Appeals", of section III (incorrectly numbered II in the 2010-2011 Graduate Academic Calendar) – Student Conduct Statement of Principles. Current Section "8. General Matters" should be moved prior to the new Section 7, so that "8. General Matters" becomes "7. General Matters" and "7. Appeals" becomes "8. Appeal of a decision imposing discipline under the Student Conduct Statement of Principles".]

8. Appeal of a decision imposing discipline under the Student Conduct Statement of Principles

A student who is subject to a penalty imposed by the President or Provost (or delegate) (the Decision Maker") under Regulation and Policy III, Student Conduct Statement of Principles ("Student Conduct Policy"), may appeal to the Senate Committee on Student Discipline Appeals ("SCSDA"). The SCSDA is the final adjudicator of appeals under the Student Conduct Policy.

A copy of the procedures for appeals under the Student Conduct Policy is available from the Office of the Registrar. Please note that the procedures include a 15-day time limitation for filing a notice of appeal.

Appeals of academic decisions under Regulation and Policy V: General Academic Regulations and appeals of decisions under Regulation IV: Harassment, Discrimination and Diversity Initiatives are addressed under those regulations and policies.

9. Grounds for an Appeal under the Student Conduct Policy

An appeal to the SCSDA is not a full re-hearing of the decision to impose discipline. A student's appeal of the imposition of discipline under the Student Conduct Policy to the SCSDA must be made on one of more of the following bases:

- (a) The Decision Maker incorrectly applied a University policy and, as a result, the decision was unfair;
- (b) The student has material evidence that was not reasonably available prior to the time of the decision under appeal, and knowledge of that evidence would probably have led to a different decision;
- (c) During the process leading up to the imposition of discipline the student did not know the substance of the complaint and was not given, at some point in the process, a reasonable opportunity to respond, or the process was otherwise procedurally unfair.

10. Standards of Review

The SCSDA will review the Decision Maker's decision on one or more of the three grounds of appeal listed above, with regard to the standards of review listed below.

- (a) Where the appeal is under 9 (a), the appropriate standard as to whether the Decision Maker misapplied a University Policy is correctness. The standard of review as to whether the decision was, as a result, unfair, is reasonableness; that is whether a reasonable person, knowledgeable about the facts, would perceive it to be unfair to let a decision based on the incorrect application of the policy stand.
- (b) Where an appeal is under paragraph 9 (b), the appropriate standard of review is reasonableness; that is whether a reasonable person, knowledgeable about the facts, would perceive it to be unfair to let a decision made without consideration of the new evidence stand.
- (c) Where an appeal is under paragraph 9 (c), the appropriate standard of review is reasonableness; that is whether a reasonable person, knowledgeable about the facts, would perceive the process to be unfair.

11. Outcomes

An appeal under the Student Conduct Policy will result in one of the following three outcomes:

- (a) The Chair of the SCSDA, in consultation with the Registrar, may dismiss the appeal on a preliminary basis, on the basis that the appeal is frivolous, vexatious or an abuse of process;
- (b) The SCSDA may uphold the disciplinary decision;
- (c) The SCSDA may refer the matter back to the Decision Maker for further decision, or for further investigation and then further decision, as the Decision Maker may determine.

In all cases, where an appeal is allowed, the original penalty will remain in effect until the matter is reconsidered and a further decision is made by the Decision Maker.

S-201010.14

Approval of Procedures for the Senate Committee on Student Discipline Appeals

Reid / Carriere

That, on the recommendation of the Steering Committee of Senate, the procedures for the Senate Committee on Student Discipline Appeals be approved as proposed and be made available through the Office of the Registrar.

Effective date: Immediately upon approval by Senate

Motion to amend Section 10 (b):

Casperson / Van Barneveld

That Section 10 (b) be changed from:

“The SCSDA may refer the matter back to the Decision Maker for further decision, or for further investigation and then further decision, as the Decision Maker SCSDA may determine”

to read that:

“The SCSDA may refer the matter back to the Decision Maker for further decision, or for further investigation and then further decision, as the ~~Decision Maker~~ SCSDA may determine.”

Senator Reid responded that the University Act only requires that suspensions be appealable, but the SCSDA is dealing with all appeals regarding non-academic discipline. He added that, since a lawyer had reviewed the policy and procedures, he would not be comfortable changing the wording without the lawyer’s input. Finally, Senator Reid indicated that he would like to see Senate approve these procedures, as there was a potential appeal upcoming, and the Committee is currently without any approved procedures.

The proposed amendment was DEFEATED.

The main motion was CARRIED.

8.5 Senate Committee on Nominations

Reid

S-201010.15

Membership Changes to Senate and/or Senate Committees

Donker / Carriere

That, on the recommendation of the Senate Committee on Nominations, and barring further nominations from the floor of Senate, the following candidates, who have met all eligibility requirements to serve on Senate and/or Senate committees as indicated, be appointed as proposed.

SENATE OR SENATE COMMITTEE POSITION TO BE FILLED
(except when otherwise noted, all terms begin immediately)

CANDIDATE

Steering Committee of Senate

Faculty Senator (until March 31, 2012)

Stan Beeler

Senate Committee on Admissions and Degrees

Faculty Member (until March 31, 2012)

Kristen Guest

Senate Committee on Academic Policy and Planning

Faculty Member — CASHS (until March 31, 2013)

Malinda Desjarlais

Senate Committee on Student Discipline Appeals

Administrative Staff Member (until March 31, 2013)

Robert Giardino

There being no further nominations from the floor, all candidates were declared appointed as proposed.

9.0 Other Business

9.1 Report of the Registrar

DeGrace

The Registrar had nothing to report.

10.0 Information

10.1 Annual Report from the College of Science and Management

Dean Ryan apologized for the oversight and asked that it be recorded in the minutes that there had been an omission in the report, and that the last bullet under item 4.2 should have read “Jianbing Li and Han Donker won Research award at Convocation May 2010.”

11.0 S-201010.16

Move to In Camera Session

Hemingway / Carriere

That the meeting move In Camera.

CARRIED.

12.0 S-201010.20

Adjournment

Carriere / McKenzie

That the Senate meeting be adjourned.

CARRIED.

The meeting ended at 4:55 p.m.