

**SENATE MEETING
PUBLIC SESSION
MINUTES**

9 November 2005

3:30 – 5:30 PM

Room 7-172 Bentley Centre - Prince George Campus

Present:

E. Annis, K. Beeler, R. Berthiaume, M. Blouw, H. Brunt (Vice-Chair), B. Burkinshaw, S. Cochran, R. Ellis, H. Heath, D. Hemingway, C. Hurtubise, K. Hutchings, C. Jago (Chair), E. Jensen, E. Kinghorn, M. Mandy, R. Matheson, B. McGill, P. Montgomery, D. O'Bryan, C. Opio, E. Prkachin, D. Procter, J. Randall, E. Rapaport, L. Sahaydak, M. Sherstobitoff, B. Simard, M. Stephens, S. Wilson

Regrets:

S. Beeler, T. Binnema, C. Brown, D. Ditto, A. Espíritu, A. Fredeen, W. Morrison, K. Naziripour, A. Nussbaumer, D. Nyce, K. Penner, F. Rahemtulla, S. Scholefield, R. Tait

Non-voting members present:

J.DeGrace (Secretary), S. McIntyre

Guests:

The meeting commenced at 3:35 p.m.

1.0 S-200510.01

Approval of the Agenda

Mandy/Hemingway

That the Agenda for the November 9, 2005 Public Session of Senate be approved as presented.

CARRIED.

2.0 Approval of the Minutes:

S-200510.02

Approval of the Minutes of the October 12, 2005 Public Session

Hurtubise/Ellis

That the Minutes of the Public Session of Senate of October 14, 2005 be approved as presented.

CARRIED.

3.0 Business Arising from Previous Meetings of Senate

None.

4.0 President's Report

President Jago called attention to the Institutional Planning report, "Responding to British Columbia's Changing Post-Secondary Environment," which had been included in Senators' pre-meeting packages. In particular he referred to the planning priorities which would be addressed by President's council for report to Senate and the Board of Governors in the fall of 2006:

- Academic program review and development, and their linkage to research priorities and strategic planning
- Capital planning (the Five Year Capital Plan)
- Quality of student life
- Quality of faculty and staff work life
- UNBC as a multi-campus university
- Comprehensive campaign development
- Alumni relations

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

Dr. Brunt reported that FTE registrations at the University were about 2.7 per cent below those at the same time in 2004. The formal expectation, however, had been that enrolments would increase by 5.6 per cent. Although enrolments had increased in certain areas, the decrease was accounted for mostly from reduction in Canadian entrants from outside British Columbia, and in college transfers. It was important, he emphasized, that this reduction be reversed, and the plan was to reach the targets set by the Ministry of Advance Education by 2008-09. Except for out-of-province students, no specific targets for recruitment had been identified. He noted that, although applications for admission had increased, the conversion of those applicants to registrants had declined.

He noted that Senate, as the academic "home" of the institution, would need to contribute to the effort through innovation and quality control. The typical three year gap between the origination of a good idea and the generation of a Calendar entry needed to be shortened, and it was possible that some extraordinary meetings of Senate might be needed.

In response to a question from Mr. Simard, Dr. Jago noted that the emergence of Thompson Rivers University and UBC Okanagan was significant in terms of increasing the level of competition for prospective students. Dr. Brunt pointed out that, even though UNBC had lost some market share in Kelowna and the Kootenays, it was still drawing students from those areas. It did not appear that UNBC's "market share" in the northern or central regions of the Province had been impacted. He added that, while there was no immediate indication that the reduction in the number of students would impact the annual government grant to the University, this was certainly a concern for the future.

Dr. Jago called attention to the University's reputation as a quality institution, and that UNBC ranked fourth in Canada among "primarily undergraduate" institutions after only eleven years of operation. Satisfaction surveys of UNBC graduates gave the University the highest rating in British Columbia.

6.0 Question Period

Dr. Jensen asked what activities were taking place to respond to space allocation problems in the University. Dr. Jago said that, for the present, space assignments were directed through Assistant Director of Facilities Shelley Rennick. The Space committee would be meeting the following week, he said, and shortly moves to the new downtown (BMO Centre) building would be announced.

7.0 Committee Reports:

7.1 Senate Committee on Academic Policy and Planning

S-200511.03

Revision of Academic Regulations Related to Examinations and Misconduct in the Undergraduate Calendar

Brunt/Randall

That Academic Regulations 39 (Conduct in Examinations), 44 (Academic Offenses) and 46 (Academic Sanctions) in the Undergraduate Calendar, and the equivalent Regulations 17, 22 and 24 in the Graduate Calendar be amended follows (effective date: November 2005) (deleted text ~~struck through~~, added text underlined):

39. Conduct in Examinations

Students must be prepared to present appropriate identification upon entering the examination room. Appropriate identification is defined as a UNBC student card and/or some other form of photo identification acceptable to the proctor. The following regulations apply to the conduct of examinations:

- a. Books, papers, or other materials or devices must not be in possession of the student during an exam except by the express permission of the examiner. Specifically, without such permission no laptop computers, mobile phone sets, handheld electronic devices or the like may be in possession of the student in the examination room (see Regulation 44(b)).
- b. No candidate is permitted to enter the examination room more than 30 minutes after the beginning of the examination, or permitted to leave within 30 minutes after the examination has started.
- c. Candidates must not communicate in any way with other candidates in the examination room.
- d. Candidates must not leave their seats, except when granted permission by the proctor.
- e. Candidates must turn in all materials, including rough work, upon leaving the examination room.
- f. Food and beverages other than water are not permitted in the examination room.

44. Academic Offenses

Any conduct that violates the ethical or legal standards of the University, particularly those related to academic honesty, is a serious offense. Informal means to resolve complaints of academic dishonesty may be used. ~~A student may seek resolution of a complaint of academic dishonesty at the level of Instructor, Program Chair and/or College Dean.~~ If such ~~'informal' resolution is~~ means are unsuccessful or inappropriate, the formal processes set out in these Regulations are to be followed. An impartial committee, the Senate Committee on Academic Appeals, ~~will provide~~ provides for complete examination of the complaint or allegations.

The minimum sanction for an academic offense includes reprimands and reduction of grades; the maximum sanction is ~~expulsion~~ suspension from the University (see Academic Regulation 46 (Academic Sanctions)). Such offenses include, but are not limited to, the following:

- a. **Plagiarism:** Plagiarism occurs when a student submits or presents work of another person in such a manner as to lead the reader to believe that it is the student's original work; self-plagiarism is the submission of work previously submitted for academic credit without prior approval of the current course instructor. is "the act of using and passing off as one's own the ideas or writings of another" (The American Heritage College Dictionary 1044). ~~It~~ This offense includes submitting the work of another, and using citations which have been designed in order to mislead the reader as to the nature or authenticity of the source.
~~Complete plagiarism involves an entire essay or form of creative work of another, from whatever source (including the World Wide Web) being copied and presented as original work. Unless prior written and signed permission is obtained, submitting the same essay, paper or other term work for credit in more than one course constitutes self-plagiarism, a situation similar to complete plagiarism.~~
- b. **Cheating:** Cheating takes numerous forms and includes but is not limited to the following: copying from another student's work or allowing another student to copy from ~~you~~ one's own work; obtaining a copy of an examination before it is officially available; ~~and~~ misrepresenting or falsifying references, citations, or sources of information; knowingly recording or reporting false empirical or statistical data; and possession of notes, books, diagrams or other aids during examinations that are not authorized by the examiner (See Regulation 39(a)).
- c. **Submitting False Records:** Submitting false medical or criminal records, transcripts, or other such certificates or information, under false pretences.
- d. **Withholding Records:** Non-disclosure of previous attendance at a post-secondary institution, and of the transcript of record pertaining thereto, or of other documentation required by the University.
- e. **Misrepresenting One's Own Identity:** Impersonation or the imitation of a student in class, in a test or examination or class assignment is a breach of academic honesty. Both the impersonator and the individual impersonated may be charged.
- f. **Falsification of Results:** The falsification of laboratory and research results.
- g. **Submission of False Information:** The submission of false or misrepresented information on any form used by the University or an agent thereof.
- h. **Submitting Academic Work Twice for Credit:** Unless prior written and signed permission is obtained, submitting for credit any academic work for which credit has previously been obtained or may be sought in another course or program of study in the University or elsewhere. This includes, for example, materials such as library research papers posted on the World Wide Web.
- i. **Aiding or Abetting** any of the above academic offences.

45. Procedure on Suspicion of an Academic Offence

- a. An instructor who suspects plagiarism, cheating, or any other academic offence and has evidence to support the accusation, will contact the student to ~~advise~~ inform the student fully of the offence and present the evidence for it. The instructor will review the contents of the student's file in the Office of the Registrar to determine whether the record indicates a prior academic offense. The student may request that a third party (for example another faculty member, a teaching assistant, ~~or~~ a staff member or the ombudsperson) be present at this or any subsequent meetings.
- b. If the issue can be resolved at this level, the faculty member will fill in Part A of the UNBC Report Form for Academic Misconduct and forward it to the Office of the Registrar to be placed in the student's file.
- c. If the matter is not resolved between the student and faculty member, or if it is a serious case (which may involve probation, or suspension ~~or expulsion~~), it will be discussed by the student, faculty member, and the Chair of the program involved. Discussions with the Chair or Dean may be held at the request of either the faculty member or the student, and the Dean may also be brought in at any stage if requested by either party. After these discussions, the Dean will complete Part B of the Report Form for Academic Misconduct. If a penalty is imposed, a copy of the Report Form will be placed in the student's file.
- d. All forms, whatever the outcome, will be filed in the Office of the Registrar. The student may appeal any of these decisions to the level of the Committee on Academic Appeals (see Academic Regulations 49, 50).

46. Academic Sanctions

Registration at the University of Northern British Columbia and the right to access the library, specialized equipment or all other academic facilities implies a commitment on the part of a student to use such facilities in accordance with established rules. A student not fulfilling these obligations will have academic sanctions imposed upon him/her.

If a student has been found guilty of an academic offense, the student will be subjected to a penalty or penalties appropriate to the offense. Normally, academic offenses will be dealt with in the first instance by the instructor. A range of penalties is described below:

- a. **Reprimand:** This is a written warning to a student from the Instructor, Program Chair or the Dean that the student's behaviour is considered unacceptable to the University.
- b. **Reduction of Grade:** A reduction of grade may be applied to an examination, test, or assignment to which an offense is relevant and will be decided upon by the ~~Program Chair or Dean of the College, in consultation with the Instructor~~ instructor, in consultation as may be appropriate with the Chair or Dean. Policies with respect to regrading and review of assignments or exams are under the direction and purview of the Program Chair.
- c. **Probation or Suspension:** In addition to any other penalty which may be applied, a student's Dean may place the student on probation, or may prohibit the student from taking a course or courses, or may ~~suspend a student for up to six consecutive semesters~~ recommend suspension, either for a specified period or indefinitely, to the President.
- d. **Expulsion Suspension:** A student's Dean may recommend suspension, either for a specified period or indefinitely, to the President. On the recommendation of the Dean, the President may ~~expel~~ suspend a student from the University, either for a specified period or indefinitely. Prior to the President's decision becoming final, the student will be informed in writing of the recommendation. The student will be given 15 working days following such notification to lodge an appeal before the President's final decision becomes effective. Any such appeal must be made in writing to the Secretary of Senate (University Registrar) and will be reviewed by the Senate Committee on Academic Appeals (SCAA).

CARRIED.

S-200511.04

Approval of Statement Regarding UNBC Breadth Requirement

Brunt/Randall

That, on the recommendation of SCAPP, Senate approve that a new second sentence be inserted in the second paragraph regarding the Breadth Requirement, on page 65 of the 2005 – 2006 Undergraduate Academic Calendar, as follows (effective date: December 1, 2005):

Courses that meet the spirit of the breadth requirement, by introducing students to a broad body of knowledge in a given discipline or area, will also be considered as substitutes for the courses listed below by the appropriate Dean.

Dr. Brunt pointed out that this motion should be read in the context of the motion following. The intent was that, for the present, the Deans be given more latitude than at present in applying the Breadth Requirement, and that, by September 2007, the Breadth Requirement itself be reconsidered thoroughly.

CARRIED.

S-200511.05

Postponement of Implementation of Motion S-200503.03 (Changes to Academic Regulation 3 of Undergraduate Calendar—Breadth Requirements)

Brunt/Hemingway

That, on the recommendation of SCAPP, Senate approve that the implementation of motion S-200503.03 (Changes to Academic Regulation 3 of Undergraduate Calendar—Breadth Requirements) be postponed until September 2007, during which time Senate reconsiders the subject of the UNBC Breadth Requirement in its entirety (effective date: November, 2005).

Dr. Brunt noted that the motion proposed to be postponed for implementation would have required that all Bachelor's students, without exception, be expected to meet the Breadth Requirement beginning with students admitted in 2006. This requirement was potentially causing difficulties in recruiting transfer students, and in addition, regional students had raised the concern that it was not possible for some to meet the breadth requirement because necessary courses simply were not available to them.

CARRIED.

S-200511.06

Approval of Proposed Agreement of Cooperation Between Gakushuin Women's College (Japan) and the University of Northern British Columbia

That the Agreement of Cooperation between Gakushuin Women's College (Japan) and the University of Northern British Columbia be approved as proposed.

Effective date: September 2005

CARRIED.

S-200511.07

Approval of New Joint Major in Anthropology / Geography

That the new joint major in Anthropology / Geography be approved as proposed.

Effective date: September 2006

Dr. Brunt noted that no detailed calendar entry proposal accompanied the program proposal. After consultation with the Secretary, he suggested that Senators consider the proposal for approval, after which SCAPP and SCCC could return to Senate with detailed text for information or approval. Alternatively Senators might opt to table the proposal.

Motion: Mandy/Rappaport: that Motion S-200511.07 be tabled.

CARRIED.

S-200511.08

Calendar Description Change — Commerce/School of Business Prerequisite Statement

Brunt/McGill

That the addition of the prerequisite statement, to the beginning of the course description section for Commerce in the Undergraduate Academic Calendar, be amended by the addition of the following sentence (effective date: September 2005):

Students enrolling in any Commence course with prerequisites are required to have completed all prerequisite courses for that course with a C- or better, or have permission to enroll from the Program Chair.

CARRIED.

S-200511.09

Prerequisite and Calendar Description Change — COMM 100-3

Brunt/McGill

That the changes to the prerequisites and course description for COMM 100-3 Introduction to Canadian Business be approved as proposed (effective date: September 2005), the prerequisite to be amended as follows (added text underlined):

Prerequisites: none. Note: Students transferring with 30 credit hours of Commerce courses are exempt from COMM 100-3 as a course, and as a prerequisite to other courses.

As originally proposed the motion used the expression “Commerce-related.” Dr. Mandy asked how “Commerce-related” would be determined. Dr. Ellis thought that the ambiguity conveyed by the phrase was unnecessary, in that what would be satisfactory was the use of courses that transferred to UNBC as being Commerce courses. He suggested the deletion of “related.” This was accepted as a friendly amendment, reflected in the wording indicated above.

CARRIED.

S-200511.10

Change to Program Requirements — Lower Division Requirements for the Major in Geography (BA)

Brunt/Opio

That the changes to the Lower Division requirements of the Major in Geography (BA) be approved as follows (effective date: September 2006)(deleted text ~~struck through~~, added text underlined):

~~HIST 100 3 — Headlines in History~~

~~OR~~

One of the Following:

~~HIST 110-3 Indigenia~~

~~Or HIST 190-3 The West and The World to 1660~~

~~Or HIST 191-3 The West and the World Since 1660~~

~~Or HIST 210-3 Canada Before Confederation~~

~~Or HIST 211-3 Canada Since Confederation~~

~~Or HIST 255 3 The Circumpolar World~~

Dr. Montgomery thought that the “Or’s” in the list should be deleted as redundant. Mr. DeGrace explained that there was inconsistency in the Calendar in that regard. No doubt redundant text should be eliminated throughout the document, but the proposal before Senate was consistent with text used elsewhere in the entry for this Program. SCAPP had agreed to take this issue under advisement.

CARRIED.

S-200511.11

Change to Program Requirements — Northern Studies Major (Deletion of ENPL 306-3 from Stream 3)

Brunt/Randall

That the deletion of ENPL 306-3 Human Ecology, from the list of courses in the Northern Studies Program Requirements for the Northern Studies Major, under Stream 3, be approved.

Effective date: September 2005

CARRIED.

S-200511.12

Change to Program Requirements — Northern Studies Major (Deletion of ENSC 308-3 from Stream 3)

(Brunt/Randall)

That the deletion of ENSC 308-3 Northern Contaminated Environments, from the list of courses in the Northern Studies Program Requirements for the Northern Studies Major, under Stream 3, be approved.

Effective date: September 2005

CARRIED.

S-200511.13

Change to Program Requirements — Northern Studies Major (Deletion of GEOG 411-3 from Stream 3)

Brunt/Randall

That the deletion of GEOG 411-3 Geomorphology of Northern Communities, from the list of courses in the Northern Studies Program Requirements for the Northern Studies Major, under Stream 3, be approved.

Effective date: September 2005

CARRIED.

S-200511.14

Change to Program Requirements — Northern Studies Major (Addition of GEOG 412-3 to Stream 3)

Brunt/Randall

That the addition of GEOG 412-3 Geomorphology of Cold Regions, to the list of courses in the Northern Studies Program Requirements for the Northern Studies Major, under Stream 3, be approved.

Effective date: September 2005

CARRIED.

S-200511.15

Change to Program Requirements — Northern Studies Major (Deletion of INTS 340-3 from Stream 3)

Brunt/Randall

That the deletion of INTS 340-3 Circumpolar North in Global Perspective, from the list of courses in the Northern Studies Program Requirements for the Northern Studies Major, under Stream 3, be approved as proposed.

Effective date: September 2005

CARRIED.

S-200511.16

Change to Program Requirements — Northern Studies Major (Deletion of POLS 315-3 from Stream 1)

Brunt/Randall

That the deletion of POLS 315-3 Contemporary Issues in the Circumpolar World, from the list of courses in the Northern Studies Program Requirements for the Northern Studies Major, under Stream 1, be approved as proposed.

Effective date: September 2005

CARRIED.

S-200511.17

Change to Program Requirements — Northern Studies Minor (Deletion of ENVS 308-3 from Course List A: The Circumpolar North)

Brunt/Randall

That the deletion of ENVS 308-3 Northern Environments, from the list of courses in the Northern Studies Program Requirements for the Northern Studies Minor, under Course List A: The Circumpolar North, be approved as proposed.

Effective date: September 2005
CARRIED.

S-200511.18

Change to Program Requirements — Northern Studies Minor (Deletion of INTS 340-3 from Course List A: The Circumpolar North)

Brunt/Randall

That the deletion of INTS 340-3 The Circumpolar North in Global Perspective, from the list of courses in the Northern Studies Program Requirements for the Northern Studies Minor, under Course List A: The Circumpolar North, be approved as proposed.

Effective date: September 2005
CARRIED.

7.2 Senate Committee on Research and Graduate Studies (SCRGS)

S-200511.19

Change to Calendar Description — Psychology PhD Program

Randall/Sahaydak

That the deletion of the second paragraph of the Psychology – PhD Program description, on page 88 of the 2005-2006 UNBC Graduate Calendar, be approved.

Effective date: January 2006
CARRIED.

S-200511.20

Administration of Community Health Sciences Program and Disability Management Program Under the Title of Health Sciences Programs

That the Community Health Sciences Program and the Disability Management Program be administered under the title of Health Sciences Programs.

Effective date: December 1, 2005

Dean Randall indicated that this item should have been brought to Senate as an information item rather than for approval, and Senators accepted it on that basis.

7.3 SCAPP and SCRGS Subcommittee on Curriculum and Calendar — No report

S-200511.21

Approval of 2005/2006 List of Awards Recipients

Hemingway/Jensen

That the 2005/2006 list of awards recipients be approved as proposed.

Effective date: September 2005
CARRIED.

S-200511.22

Revisions to the Awards Administrative Policies—Eligibility Requirements for Co-op Students

Hemingway/Mandy

That the revisions to the awards administrative policies, to include eligibility requirements for co-op students, be approved, with new Calendar text to be included in the Award and Financial Aid section as follows (effective date: September 2005):

Proposed changes to the UNBC awards administrative policies are in bold below. These changes are to be included in the academic calendar under the Award and Financial Aid section:

3. Administrative Policies

Unless otherwise stated these policies apply to the criteria listed on subsequent pages.

Admission Awards

Admission awards are open to students commencing an undergraduate degree program at the University of Northern British Columbia for the first time. To be considered for awards adjudicated on the basis of criteria such as leadership skills and community service, it is recommended that students submit a résumé or curriculum vitae along with a completed Application for Awards to the Awards and Financial Aid office.

New students will be evaluated on their admission average as calculated by the Office of the Registrar. Students who have prior post-secondary experience will be evaluated on the grade point average of their transferable courses as calculated by the Office of the Registrar.

In-course Awards

Students continuing a course of studies at UNBC should apply for UNBC's scholarships and bursaries; to be considered as well for awards adjudicated on the basis of criteria such as leadership skills and community service, it is recommended that students submit a résumé or curriculum vitae along with a completed Application for Awards to the Awards, Financial Aid, and Student Employment Centre. Unless otherwise stated, in-course awards are available to undergraduate students who have completed a minimum of 18 credit hours (nine credit hours per semester) over the awards year (June 1 – May 31). Applicants are evaluated based on their annual GPA, their calculated grade point average for courses taken within the academic year. In case of a tie, preference will be given to students who have successfully completed a greater number of courses over the term under consideration. Credit hours will be multiplied by grade point averages to determine any student's awards units:

Example		A	B
Student			
Total credit hrs/3 sem	27.0	30.0	
Annual GPA	4.0	4.0	
Award units	108.0	120.0	

Student B, with higher award units, will be given preference in award selection. The cumulative GPA shall be used to break ties between identical award units.

Co-op students: for the purposes of awards eligibility, students enrolled in a co-op term will be considered to have met the minimum full-time credit equivalency for that term. Co-op applicants will be evaluated based on their cumulative GPA.

CARRIED.

S-200511.23

New Terms and Conditions — BC Hydro Bursary

Hemingway/Mandy

That the Terms and Conditions for the BC Hydro Bursary be approved as proposed.

Effective date: September 2006

Dr. K. Beeler pointed out that some of the text describing scholarships and bursaries was quite awkward. Dr. Jago pointed out that current policy allowed the donor to write the Calendar description. That policy was now being reconsidered with the thought that the donor would be invited to recommend text, but with the Registrar to prepare the entry itself.

CARRIED.

S-200511.24

New Terms and Conditions — The Computer Science Entrance Award

Hemingway/Matheson

That the Terms and Conditions for The Computer Science Entrance Award be approved as proposed.
Effective date: September 2006

Dr. Jensen asked whether it was permissible for an Academic Program to use University funds to attract students to that Program. Dr. Brunt said that, in fact, this allocation was designated under the "Double the Opportunity" (DTO) program. Dr. Jago added that under the terms of DTO, only students entering Computer Science, Computer Engineering or Electrical Engineering could avail themselves of these funds.

CARRIED.

S-200511.25

New Terms and Conditions — Jerry Deere Memorial Forestry Scholarship

Hemingway/Matheson

That the Terms and Conditions for the Jerry Deere Memorial Forestry Scholarship be approved as proposed.

Effective date: September 2006

CARRIED.

S-200511.26

New Terms and Conditions — Jerry Deere Memorial Business Scholarship

Hemingway/Matheson

That the Terms and Conditions for the Jerry Deere Memorial Business Scholarship be approved as proposed.

Effective date: September 2006

CARRIED.

S-200511.27

New Terms and Conditions — Western Chartered Financial Athletic Scholarships

Hemingway/Matheson

That the Terms and Conditions for the Western Chartered Financial Athletic Scholarships be approved as proposed.

Effective date: January 2006

CARRIED

S-200511.28

New Terms and Conditions — Prince George Filipino Canadian Scholarship

Hemingway/Matheson

That the Terms and Conditions for the Prince George Filipino Canadian Scholarship be approved as proposed.

Effective date: September 2005

CARRIED.

S-200511.29

New Terms and Conditions — UNBC Men's Basketball Alumni Bursary

Hemingway/Matheson

That the Terms and Conditions for the UNBC Men's Basketball Alumni Bursary be approved as proposed.

Effective date: September 2005

CARRIED.

S-200511.30

Change to Award Name and Donor Name — Bank of Montreal Aboriginal Scholarships

Hemingway/Procter

That the name of the award for the Bank of Montreal Aboriginal Scholarships be changed to the BMO Bank of Montreal Aboriginal Scholarships and the donor name be changed from the Bank of Montreal to BMO Bank of Montreal.

Effective date: September 2005

CARRIED.

S-200511.31

Change to Donor Name and Effective Date — Gertrude Bryant and Family Endowed Bursary

Hemingway/Procter

That the donor name for the Gertrude Bryant and Family Endowed Bursary be changed from (the estate of) Mrs. Gertrude (Trudy) Bryant to Mrs. Gertrude (Trudy) Bryant and Family, and that the effective date of the award be changed from "Endowed 2002" to "Endowed 1998."

Effective date: September 2005

CARRIED.

7.5 Senate Committee on Honorary Degrees and Other Forms of Special Recognition

S-200511.32

Discontinuation of the Recognition Category "Friend of UNBC" and Deletion of Senate Policy on "Bestowal of the Title Friend of the University of Northern British Columbia" (S-2000.11.10)

Procter/McGill

That the recognition category "Friend of UNBC" be discontinued, and the Senate approved policy, "Bestowal of the Title Friend of the University of Northern British Columbia" (S-2000.11.10) be deleted.

Effective date: January 2006

CARRIED.

S-200511.33

Revisions to Senate Policy on "Honorary Degree Recipients" (S2000-11.09)

Procter/Jensen

That the Senate Policy on "Honorary Degree Recipients" (S2000-11.09) be amended as indicated to clarify the mandate and intent of the Committee, as follows (effective date: January 2006)(deletions ~~struck through~~, added text underlined):

1.0 PREAMBLE

The following provides the general principles, policies and procedures relating to the nomination of recipients for Honorary Degrees.

The Policy for Honorary Degree Recipients fulfils two functions, namely:

- i) Provides the criteria by which nominations are evaluated for the award of an Honorary Degree.
- ii) Provides guidelines for the nomination process used in the consideration and granting of Honorary Degrees.

In this policy "Committee" means the Senate Committee on Honorary Degrees & Other Forms of Special Recognition (SCHDSR).

2.0 POLICIES AND PROCEDURES

2.1 Evaluation Criteria for Honorary Degrees

2.1.1 The award of an Honorary Degree is a recognition by the University of Northern British Columbia of distinguished achievement in scholarship, research, teaching, the creative arts, business, or other fields of service to the public. ~~or public service to the province, nationally or internationally.~~

2.1.2 Nominees are selected for excellence, eminence, and accomplishment according to the following criteria:

- i) have established a national or international reputation for excellence in their field of endeavour
- ii) have made a notable contribution in the service of humanity (through scholarships, the arts, social service, etc.)
- iii) is a role model and displays the characteristics that the University strives to cultivate

2.1.3. Nominees are sought encompassing international, national, provincial or regional contributions and, normally, two Honorary Degrees will be conferred at each regular convocation.

~~2.1.3 It is desirable that at least one of the candidates for an Honorary Degree to be conferred at a regular Convocation should normally have made a significant contribution to northern British Columbia.~~

2.2 Nominations

2.2.1 All nominations of prospective candidates for Honorary Degrees shall be made in writing to the attention of the Chair of the Committee and be submitted to the Committee Secretary.

2.2.2 Nominations should provide the following written information:

- i) the name and current address of the candidate
- ii) a curriculum vitae and other such documentation that may be helpful to the Committee
- iii) pertinent reference articles/names
- iv) a brief statement outlining why the nominees should be considered for award of an Honorary Degree
- v) name and contact address of nominator(s)

2.2.3 Nominations shall be received by the Committee in the Fall for consideration for the Annual Convocation Ceremony the following year.

2.2.4 Nominations may be made by members of the Committee, the University Community or the public. ~~University Community which is deemed to include Members of Convocation.~~

~~2.2.5 Nominations may be made by persons outside the University Community having first secured the sponsorship of a member of the Committee.~~

- 2.3 Acknowledgement of Nominations
- 2.3.1. The ~~Chair of the Committee~~ University Secretary shall acknowledge, in writing, the receipt of each nomination.
- 2.4 Evaluation and Recommendation Procedures
- 2.4.1 The deliberations of the Committee shall take place *in camera*.
- 2.4.2 The Committee shall evaluate the proposed nominations and select names deemed acceptable in compliance with the criteria adopted (Section 2.1 herein) as approved by Senate.
- 2.4.3 The Committee shall generate a list of recommended candidates each year that will consist of no more than six (6) candidates.
- 2.4.4 The Committee shall forward to the Senate, through the Chair, for approval *in camera*, the list of names of recommended nominees with supporting documentation including the nominator(s) statement.
- 2.5 Approval of Recommendations
- 2.5.1 It is intended that not less than one (1) and not more than three (3) Honorary Degrees shall be awarded at each Convocation.
- 2.5.2 Approval of any nominee requires a majority vote of the Senate members present.
- 2.5.3 In instances where approved nominees are unable to accept the award, they shall at the discretion of the Committee be placed in a "pool" for three years with the possibility of reconfirmation for a further three years.
- 2.5.4 The approved pool of candidates will automatically be reconsidered by the Committee for the following Convocation.
- 2.6 Acceptance and Receipt of Honorary Degree
- 2.6.1 A letter of consideration shall be presented to the selected candidate by the University President (Chair of the Senate) for acceptance or rejection.
- 2.6.2 Should one or more of the selected candidates decline the award, alternates are to be chosen from the pool by the Committee.
- 2.6.3 Except in unusual circumstances and only at the discretion of the Senate, Honorary Degrees must be received in person at the Annual Convocation ceremony. However, if after having indicated a willingness to accept an Honorary Degree a candidate becomes incapacitated or dies, the Degree may be awarded at the discretion of the President (Chair of the Senate). Under no circumstances are Honorary Degrees conferred upon persons who, because of incapacity or death, are unable explicitly to accept the honour.
- 2.7 Special Convocations

2.7.1 The nominees for Honorary Degrees for a special Convocation may be selected from the pool and/or other nominees presented by the Committee and ratified in accordance with these policies and procedures.

2.8 Confidentiality

2.8.1 Strict confidentiality will be maintained at all times.

CARRIED.

7.6 Senate Committee on Nominations

S-200511.34

Membership Changes to Senate Committees

On behalf of the Senate Committee on Nominations, the Secretary advanced the following recommendations of candidates to serve on Senate Committees. There being no further nominations the memberships were approved as proposed.

Senate Committee on First Nations and Aboriginal Peoples

Faculty Member (CASHS) (to fill balance of term to January 31, 2007)

Margo Greenwood

Senate Committee on the University Budget

(Graduate) Student Senator (one position available, until June 30, 2006)

Mahrusa Sherstobitoff

To Senate for Information:

Senate Positions Filled

Graduate Student (one position available, until June 30, 2006)

Mahrusa Sherstobitoff

Undergraduate Students (five positions available, until June 30, 2006)

Brianne Burkinshaw
Holly Heath
Eva Prkachin
Lindsay Sahaydak
Mark Stephens

7.7 Steering Committee of Senate

No report.

8.0 Other Business

None.

8.1 Report of the Administrative Registrar

No report.

9.0 Information

9.1 Date of Special Senate meeting to deal with the University Budget — March 29, 2006

Dr. Jago advised Senators that the Special meeting of Senate to consider the report of the Senate Committee on the University Budget would be held on March 29.

10.0 S-200511.35

Adjournment

Small/Mandy

That the Senate meeting be adjourned.

CARRIED.