

**SENATE MEETING  
PUBLIC SESSION  
MINUTES**

October 10, 2007  
3:30 – 5:30 PM  
Room 7-172 Bentley Centre - Prince George Campus

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**Present:**

E. Annis, J. Bankole, D. Casperson, D. Cozzetto, B. Ellis, D. Hemingway, J. Holler, G. Hopkins, J. Hyndman, E. Jensen, D. Kimmie, E. Kinghorn (teleconference), T. Knudsen (teleconference), J. Li, D. Macknak, G. Martel, B. McGill, A. Michalos, E. Owen-Williams, J. Randall, E. Rapaport, M. Reid, S. Rennebohm, J. Safaei Boroogeny, T. Shaw, B. Simard (teleconference), D. Tasa, M. Thomson, S. Wagner

**Regrets:**

H. Domshy, H. Giroday, K. Hutchings, H. Li, A. Nussbaumer, D. Nyce, E. Sharp

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The meeting commenced at 3:35 p.m.

**1.0 S-200710.01**

**Approval of the Agenda**

Wagner / McGill

That the Agenda for the October 10, 2007 Public Session of Senate be approved, with the following additions:

Agenda item 8.2 — Discussion of Continuing Studies Courses for Credit;  
Agenda item 7.5 — Report from the Senate Committee on Academic Appeals (Steering Committee of Senate report thus becomes agenda item 7.6).

CARRIED.

**2.0 Approval of Senate Public Session Minutes**

**S-200710.02**

**Approval of Minutes of September 12, 2007**

Rapaport / Ellis

That the Minutes of the September 12, 2007 Public Session of Senate be approved as presented.  
CARRIED.

**S-200710.03**

**Approval of Minutes of June 21, 2007**

Hyndman / Holler

That the Minutes of the June 21, 2007 Public Session of Senate be approved as presented.  
CARRIED.

**S-200710.04**

**Approval of Minutes of June 13, 2007**

Reid / Rapaport

That the Minutes of the June 13, 2007 Public Session of Senate be approved as presented.  
CARRIED.

**S-200710.05**

**Approval of Minutes of May 9, 2007**

McGill / Owen-Williams

That the Minutes of the May 9, 2007 Public Session of Senate be approved as presented.  
CARRIED.

**3.0 Business Arising from Previous Minutes of Senate**

**3.1 Nomination and Election of Tenured Faculty Senator (Alternate) to the University Promotion and Tenure Committee (no material)**

Thomson / Wagner

That, barring further nominations from the floor, tenured Faculty Senator Kevin Hutchings be elected by acclamation to serve in the position of Tenured Faculty Senator (Alternate) on the University Promotion and Tenure Committee, for a term of office of two years, beginning October 10, 2007.

Effective date: Immediately upon approval by Senate

As no further nominations were received, Senator Hutchings was elected by acclamation, and the motion was CARRIED.

**3.2 Response from ITS Regarding UNBC E-mail Addresses (no material)**

Dr. Randall read the response from ITS regarding UNBC e-mail addresses and suggested that, if anyone required further information or assistance, they should contact ITS directly.

**3.3 Report from the Office of Graduate Programs Regarding Graduate Funding and Enrolment** **Thring**

**3.3.1** Report to Senate on BC Ministry of Advanced Education Graduate FTE Funding Support

**3.3.2** Phase 2: Request for Additional Graduate Student Spaces by UNBC for 2008/09 to 2010/11

**3.3.3** Phase 2: Request for Additional Graduate Student Spaces by UNBC for 2008/09 to 2010/11 —  
Table 2 Revised

Dr. Thring indicated that these reports were for information, provided in response to a request made at the last Senate meeting, and responded to several questions that were raised, most of which were in relation to the number of graduate students, teaching assistantships, and graduate student funding. In addition, it was asked whether the University was working on a strategy to ensure that the social sciences and humanities received their fair share of government funding, and the Provost agreed that this was an issue, and suggested that strategies be developed to increase graduate funding in these areas.

**3.4 Provincial Naming Privileges Guidelines and UNBC Policy (for information)**

The Provost noted that these documents had been provided for information, to be reviewed with an eye to whether the University's policy required revision in light of the province's policy. A Senator asked whether the President and Registrar viewed this policy as requiring that all requests for naming be brought to the Senate Committee on Honorary Degrees and Other Forms of Special Recognition for consideration, and the Registrar responded that she did.

#### **4.0 President's Report**

**Cozzetto**

The President provided an update on the budget, noting that there had been a reduction of \$2.8 million in the base budget, representing 21 staff and 10 faculty positions, most of which were vacant. He added that there had been an additional savings of approximately \$500,000 from the operating budget for a total base budget reduction of \$3.3 million. Furthermore, in terms of revenue, some additional unanticipated funding from the Ministry had been received, and FTEs were stable. He indicated that endowment funds had generated 10.2% this year, so there was approximately \$1 million in funding available after awards were distributed. The President concluded that this was good news, but emphasized that the University was "not out of the woods yet" in relation to the budget. However, he added that the University was a long way down the road to budget sustainability, a process he intended to continue to manage for the next twelve to eighteen months.

#### **5.0 Report of the Provost**

**Randall**

##### **5.1 AVI Committee update – Recommended Change to Date for Reporting to Senate (no material)**

The Provost provided an update regarding the AVI committees, reporting that the Academic Alignment Working Group had met and the Pedagogy Working Group would be meeting shortly. He agreed with the idea of the Academic Alignment Working Group providing an interim report to Senate in December, and indicated that, at that time, he would be in a better position to recommend a date for the final report, which he anticipated as being January or February.

Dr. Randall noted that, in response to a request received at the last meeting, 10 faculty members would be leaving as a result of the buyouts, on various dates from July 1, 2007 to beyond July 1, 2008. He added that no tenured or tenure track appointments had been made to fill any of these positions, but that some vacant positions which were unrelated to the buyouts had been filled.

The Provost reported that the Aboriginal Services Plan had been submitted by the deadline date, but that no response had yet been received. He added that the plan would be posted on the UNBC website.

Finally, Dr. Randall indicated that he would like to provide a "state of the University address" sometime within the next few months, with a focus on student recruitment and retention, including the impact of dwindling high school student numbers, attracting other populations of students, and the future of student recruitment, including the University's obligation as a learning institution within Canada and the world.

#### **6.0 Question Period**

A question was raised regarding the source of the 1.7% increase in FTE reported in a recent news release, and the response was that it was a measure of summer and fall FTE for any courses that generate credit. Discussion ensued regarding the contribution of Continuing Education courses to the FTE, and it was confirmed that Continuing Studies FTEs were between 15 and 20, and even without those courses, there had been a slight FTE increase, but that high school enrolment continued to be a major challenge. It was asked whether Senators would be receiving a detailed enrolment report. The Provost indicated that the enrolment reports are public documents, so there should be several sources for obtaining them, but that he would pass them along to the Deans for distribution. A Senator noted that, although these reports are getting to the Chairs, some don't pass them on, so it would be helpful to have them in a centralized location. The Provost responded that the reports could be provided in College Council meetings.

It was asked whether the University had looked at models to assign credit for prior learning to mature students. It was noted that, although granting credit for prior learning is a popular notion, many prior learning assessment tools are cumbersome, and that populations are not homogeneous. However, Dean Madak added that recruitment of mature students was one of the priorities of "Embracing Change, Promoting Excellence," and that it would be examined.

A Senator commented that, although the President had provided a budget report, it was lacking in detail with regard to how a large portion of the \$6 million deficit has been expunged in a relatively short time

frame. Dr. Cozzetto responded that this information would be provided by the Chief Financial Officer to the Senate Committee on the University Budget, and ultimately to the Board of Governors.

The Strategic Investment Fund was discussed, and Dr. Randall indicated that some funding had already been allocated from this source. He added that there were two issues yet to be addressed with regard to the Fund, namely the issue of one-time versus ongoing funding, and the process to be used for future allocations of funding.

It was asked when the AVI Steering Group would be meeting, and Dr. Randall replied that he would be calling a meeting of that group shortly.

## **7.0 Committee Reports:**

### **7.1 Senate Committee on Academic Policy and Planning (no material) Randall**

The Senate Committee on Academic Policy and Planning had nothing to report.

### **7.2 Senate Committee on Research and Graduate Studies (no material) Thring**

There was no report from the Senate Committee on Research and Graduate Studies.

### **7.3 Senate Committee on Scholarships and Bursaries Madak**

#### **To Senate for Information:**

#### **SCSB20070912.04**

##### **New Terms and Conditions — Gerald Kirschke Memorial Bursary**

That, on the recommendation of the Senate Committee on Scholarships and Bursaries, the new Terms and Conditions for the Gerald Kirschke Memorial Bursary be approved as proposed.

Effective date: September 2008

#### **SCSB20070912.08**

##### **Continuation of Four-Year Scholarship Guarantees Pilot Project**

That, on the recommendation of the Senate Committee on Scholarships and Bursaries, the Four-Year Scholarship Guarantees continue as a pilot project for one more year.

Effective date: September 2007

#### **SCSB20070912.10**

##### **Timetable and Procedures for the 2008/2009 Entrance Awards**

That, on the recommendation of the Senate Committee on Scholarships and Bursaries, the proposed timetable and procedures for the 2008/2009 Entrance Awards be approved.

Effective date: September 2007

#### **SCSB20070912.11**

##### **Delegation of Authority to the Registrar's Office / Awards and Financial Aid to Offer Entrance Awards**

That the SCSB Committee delegate authority to the Registrar's Office / Awards and Financial Aid to offer entrance awards according to the timetable and procedures outlined in the 2008/2009 Entrance Awards document.

Effective date: September 2007

It was suggested that, given the terms of reference of the Senate Committee on Scholarships and Bursaries, this item should be recommended to Senate for approval. The Registrar responded that this was not viewed to be a policy, as the Entrance Awards were in their second year of a pilot study, and that once the efficacy of offering these awards had been determined, a policy would be brought to Senate for approval if necessary.

### **7.4 Senate Committee on Nominations**

**H. Li**

**S-200710.06**

**Membership Changes to Senate Committees (no material)**

Thomson / Wagner

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 Senate committees as indicated, be approved as proposed, with the exception of Shawn Rennebohm for the Senate Committee on Scholarships and Bursaries.

In the absence of Senator Li, Senator Thomson gave the report from the Senate Committee on Nominations. Senator Thomson noted that Senator Rennebohm was no longer available to sit on the Senate Committee on Scholarships and Bursaries, and asked that his name be removed from the list and the motion be approved with that exception.

As no further nominations were received for any of the positions, all the applicants were appointed to the respective positions, and the motion was CARRIED.

**SENATE COMMITTEE AND POSITION TO BE FILLED**

**CANDIDATE**

**Senate**

Lay Senator (appointment to fill position vacated by Michael Reed until January 31, 2009)

Rheanna Robinson

**Steering Committee of Senate**

Student Senator (until March 31, 2008)  
Faculty Senator (until January 31, 2009)

Devan Tasa  
Kevin Hutchings

**Senate Committee on Academic Appeals**

Undergraduate Student Senator (until March 31, 2008)  
Student Senator (Aboriginal if possible—until March 31, 2008)

Shawn Rennebohm  
Thomas Knudsen

**Senate Committee on Admissions and Degrees**

Graduate Student Representative (until March 31, 2008)  
Undergraduate Student Representative (until March 31, 2008)

Elizabeth Sharp  
Trevor Shaw

**Senate Committee on Academic Policy and Planning**

Undergraduate Student Representative (until March 31, 2008)  
Undergraduate Student Senator (until March 31, 2008)

Dacia Kimmie  
Devan Tasa

**Senate Committee on First Nations and Aboriginal Peoples**

Aboriginal Lay Senator (to replace Michael Reed until January 31, 2009)  
First Nations Representative -- Member at Large (until March 31, 2010)  
First Nations Representative -- Member at Large (until March 31, 2010)

Rheanna Robinson  
Sharon Bird  
Nancy James

**Senate Committee on Regional Policy and Inter-Institutional Relations**

Student Senator (until March 31, 2008)

Trevor Shaw

**Senate Committee on Research and Graduate Studies**

Graduate Student Representative -- CSAM (until March 31, 2008)

Kamalprit Chohan

**Senate Committee on Scholarships and Bursaries**

Graduate Student Representative (until March 31, 2008)  
Undergraduate Student Representative (until March 31, 2008)

Julius Bankole  
Sarah Pickett

**Senate Committee on the University Budget**

Student Senator (until March 31, 2008)  
Undergraduate Student (until March 31, 2008)

Trevor Shaw  
Thomas Knudsen

**To Senate for Information**

**Elected by acclamation to Senate by CASHS Faculty:**

Faculty Senator (to fill balance of Senator Smith's term to January 31, 2009) Kevin Hutchings

**Elected by acclamation to Senate by NUGSS:**

Undergraduate Student Senator (to March 31, 2008)  
Undergraduate Student Senator (to March 31, 2008)

Gareth Hopkins  
Dacia Kimmie  
Thomas Knudsen  
Shawn Rennebohm  
Trevor Shaw  
Devan C. Tasa

**Elected by acclamation to Senate by GSS:**

Graduate Student Senator (to March 31, 2008)  
Graduate Student Senator (to March 31, 2008)

Julius Bankole  
Elizabeth Sharp

**7.5 Senate Committee on Academic Appeals**

**Casperson**

As Chair of the Senate Committee on Academic Appeals, Senator Casperson reported that, although the terms of reference for the committee compel the committee to report to Senate in the month of October, the report was not approved by the Senate Committee on Academic Appeals in time to be added to this month's Senate agenda, so it would be provided at the next Senate meeting.

**7.6 Steering Committee of Senate**

**Cozzetto**

**S-200710.07**

**2007 Annual Report of the College of Science and Management (CSAM)**

McGill / Annis

That, on the recommendation of the Steering Committee of Senate, the 2007 Annual Report (2006 - 2007) of the College of Science and Management (CSAM) be received.

Effective date: October 10, 2007

CARRIED.

**7.5.1 Report Regarding the Request from Senate to Examine the Categories of Lay Senator and Lay Regional Senator**

The Registrar reported that the committee was still reviewing this request, and would report to Senate once this had been completed.

**7.5.2 Report Regarding the Request from Senate to Examine Placing the Dean of Teaching, Learning, and Technology on Senate Committees**

The Provost indicated that the selection committee for this position was scheduled to meet shortly, and that their first item of business would be to determine the value of this position. Thus, he suggested that, until the committee had undertaken their review and determined the need for this position, it was premature to consider adding it to Senate committees.

**8.0 Other Business**

**8.1 Report of the Registrar (no material)**

**Kielly**

The Registrar had nothing to report.

## 8.2 Discussion of Continuing Studies Courses for Credit

Concern was raised regarding the Continuing Studies courses that had been approved by SCAPP to be offered for credit. It was noted that, for many faculty members, public awareness in this regard just came about with the recent passing of the motion to approve the courses, and concern has since been expressed that the courses are not required to be approved by Senate. Furthermore, although it is recognized that increasing FTE is a valid consideration, there is a desire on the part of faculty members to control academic quality, and if this isn't addressed, there may be a collision of the two positions. It was articulated that there is ambiguity surrounding what credit is and how it is perceived by students, as well as the quality of the courses that are being promoted or advertised.

In response to the concerns that were voiced, it was reiterated that there has been a great deal of interest from the community in taking Continuing Studies courses for credit, but Senator Macknak acknowledged that the first group of courses approved were problematic in the sense that the approval had to be made within extremely tight timelines. He suggested that perhaps cataloguing an inventory of concerns in this regard would be useful. It was agreed that this would be useful, but that it was insufficient, as concerns had already been raised that hadn't been addressed. It was suggested that what was required was a process for what happens before the courses get to the Continuing Studies Credit Committee for review and approval. For instance, it was questioned who should make decisions regarding the quality of instruction and the content of the courses to be considered for approval. The Provost suggested that there had been conflation of the FTEs associated with these courses and the learning needs of the University's students, and added that many universities applied credit to their Continuing Studies courses, some even amounting to completion of full degrees. It was generally agreed by Senators that these courses had merit, but concerns remained regarding the procedures by which credit was determined, and the academic quality of the courses being approved for credit. Senator Macknak reported that he would be meeting with some external experts in this regard, and would be happy to revisit the procedures for approving these courses. The Provost offered to meet with Senator Macknak and report back to Senate.

<b>Action:</b> Dr. Randall and Senator Macknak to meet regarding Continuing Studies courses for credit and report back to Senate.
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## 9.0 Information (no material)

There were no items for information.

## 10.0 S-200710.08 **Move to In Camera Session**

Wagner / Hyndman

That the meeting move In Camera.

CARRIED.

## 11.0 S-200710.13 **Adjournment**

Consensus

That the Senate meeting be adjourned.

CARRIED.

The meeting ended at 5:15 p.m.