

**SENATE MEETING  
PUBLIC SESSION  
MINUTES**

April 25, 2018  
3:30 – 5:30 PM

Senate Chambers (Room 1079 Charles J McCaffray Hall)

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**Present:** B. Annear (Secretary of Senate), A. Adebayo, C. Bonnar, D. Casperson, E. Caputo, A. Constantin, B. Daigle (acting officer for the President), M. Dale, B. Deo, D. Desai, H. Empey, I. Hartley, L. Haslett, K. Hirsh-Pearson, H. Holler-Busch, K. Howitt (Recording Secretary), P. Jackson, G. Jacob, F. Khan, T. Klassen-Ross, E. Korkmaz, M. Mandy, M. Murphy, A. Okechukwu, A. Palmer, G. Payne, C. Ramsay, L. Roodenburg, D. Ryan, T. Summerville (Vice Chair), M. Peterson, T. Tannert, D. Wessell Lightfoot, R. Wheate, J. Wimmers-Klick,

**Regrets:** S. Barton, R. Budde, R. Chowdhury, E. Jensen, H. Massingham, J. Moore, B. Schorcht, D. Weeks (Chair), C. Whalen,

**Absent:** D. Nyce, T. Ritchie

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The meeting commenced at 3:34 p.m. The Vice Chair was in the Chair and welcomed new Senators.

**1.0 Acknowledgement of Territory**

The Chair acknowledged the Senate meeting was taking place on the traditional unceded territory of the Lheidli T'enneh Nation.

**2.0 S-201804.01**

**Approval of the Agenda**

Hirsh-Pearson

That the agenda for the April 25, 2018 Public Session of Senate be approved as presented.

CARRIED

**3.0 S-201804.02**

**Approval of Senate Minutes**

Hartley

That the minutes of the March 28, 2018 Public Session of Senate be approved as presented.

CARRIED

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

**4.1 Senate Committee on the University Budget**

**S-201803.04**

**2018 Annual Report from the Senate Committee on the University Budget**

That the 2018 Annual Report from the Senate Committee on the University Budget be received.

No one from SCUB was available to present the report.

A Senator noted there are typos on page 48 paragraph 2. There are misplaced "M"s and omitted "A"s in some of the figures in the paragraph. In the third sentence, \$3,467 refers to thousands of dollars. In the second sentence, 1,674M should be thousands.

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On page 50, the report mentions difficulties tracking upper level students taking 100 level courses. A Senator asked if Institutional Research has the tools to monitor these types of items.

**Action item:** The Provost will follow up with Institutional Research about the challenges around tracking data such as upper level students taking 100 level courses.

A Senator noted that recommendation 4 in the SCUB report outlines the need for a business intelligence unit at UNBC to collect data and provide evidence based answers.

A Senator asked how the University is tracking retention from first to second year.

The Provost noted that the challenge with defining first and second year students is that the number of credits students take is not always consistent. The University needs to create a definition for a first year student and a second year student.

A Senator requested that the Board of Governors approved budget be posted to the Senate SharePoint site. In the past, the budget was presented to Senate before it went to the Board.

The Provost stated the high level budget was brought to SCUB. SCUB had two opportunities to look at the document, and one of the SCUB meetings was open to all Senators; The Provost stated SCUB is the Senate committee that advises the President about the budget. SCUB is a smaller committee and can have detailed discussions about the budget.

A Senator wanted to know why a line by line budget document was not provided to Senate this year.

There will be a Budget 101 session on April 30, 2018 with the Vice President, Finance and Business Operations and Associate Vice President, Financial Services open to the entire University. This will be an opportunity to review the budget line by line over a couple of hours.

The Director, Integrated Planning stated that the Financial Planning document is available on the University's Integrated Planning SharePoint site.

The University Secretary noted that it may have been an issue this year, in part because the March Senate meeting fell after the Board Meeting, and detailed budget materials would not have been ready for the February Senate meeting.

Senators would like to see detailed budget documents included in the Senate meeting package in the future and for the current documents to be posted to the Senate SharePoint site.

## **5.0 President's Report**

None

## **6.0 Report of the Provost**

**Dr. Ryan**

The Provost reported that 2018 winter enrollment is up by 2%. Once the audited numbers are ready, they will be reported to Senate. 2018 fall applications are up 3.6 %. Admissions are down 8.3%, but there are a number of applications that have been processed and admissions' letters sent, but the data is not included in this report. Registrations are down 18%, but it is still very early in the cycle.

The Enrollment Task Force, which advises the Provost's Advisory Committee, met to discuss strategic enrollment management and the Student Success Road Map which is one of the priorities identified in the Academic Plan... There were also a number of Indigenous related recommendations in the Plan that the Task Force considered, and they met with Indigenous faculty to discuss related enrolment initiatives. Under the ASP, the University has submitted applications to support an Indigenous lead to help faculty understand and incorporate indigenization and decolonization in courses and programs. The Provost has received positive feedback regarding the application, but nothing has been finalized yet.

A Senator asked about the proposed unified provincial application system for Post Secondary Institutions.

The Provost reported that work on implementation of Education Planner BC has begun. This system will help the University look at its own admission processes. Implementation will begin with undergraduate level programs and applications.

## **7.0 Report of the Registrar**

**Mr. Annear**

Final Grades are being entered into the system. The deadline for the submission of grades has passed; however the Registrar's Office is still waiting for some professors to submit.

A consultant has been brought in to fill-in for the vacant Manager of Student Systems position.

There are 725 students ready to graduate in May. Grade audits are still required for 442 students.

A Senator noted the importance of Senators attending the May Senate meeting so that the lists of graduating students can be approved.

The Chair noted hearing about a recent situation at UBC whereby students were sent acceptance letters when they had not actually been accepted into the university. The Chair questioned whether it was possible for a similar thing to happen at UNBC.

The Registrar noted that it is generally not a system that fails, but that we are always subject to human error. UNBC has a dedicated team in the Office of the Registrar who review material a number of times before it is sent out to students.

## **8.0 Question Period**

### **8.1 Written questions submitted in advance:**

- Can someone provide an organization chart showing people at the program chair (or equivalent) level and higher with vacancies, acting appointments, and interim appointments noted?

The following high level organizational charts have been uploaded to the Senate SharePoint site: People, Organizational Design and Risk; Office of University Advancement; Office of the Provost and Vice President Academic; Office of the President; Office of Research and Graduate Programs; Northern Medical Program; and Vice President, Finance and Business Operations.

Any questions associated with the organizational charts can be discussed at the next Senate meeting.

- How many students do we expect to defend theses May 1 2018 to April 30 2019, and in particular in Jan 1 2019 to May 1 2019? What is our capacity w.r.t. # of thesis defenses per day?

The Vice President, Research and Graduate Programs stated Graduate Programs has worked very hard to get all of the defenses into the system. There are about 500 graduate students. It is difficult to predict how many students will be ready to do their defences and graduate. There are roughly 50-70 graduate students who defend their thesis in a given year. Four thesis defences a day can be managed. The bottleneck happens between January and the end of April due to UNBC only having one convocation a year. Capacity is limited, and the University is looking at different ways to create more capacity.

A Senator noted that the University Registrar had stated there is some evidence that some students may change from a thesis defence to a project so they are able to graduate in time for the May convocation. He wanted to know if the University has hit a capacity limit in regard to graduate enrollment.

The University Registrar stated the University has not hit a capacity limit in regard to graduate

enrollment. Some students have put their time in and need to graduate so they can be issued their credentials. They realize that it will take longer to graduate if they continue the thesis route. About half a dozen students have made the decision to switch this term.

The University Secretary noted that the issue that was raised at the SCS was the coupling of convocation with the issuing of credentials. Currently, if a student decides to take a few more months to finish their thesis defence, they will not be issued their credentials until convocation in May. The question raised at SCS was whether UNBC could un-couple the issuance of credentials from the ceremony of convocation.

It would be difficult and costly to have a second convocation; however the University and Senate could possibly make the decision to confer degrees multiple times a year, so students can be issued credentials when they complete their degree requirements. The celebration could still be once a year.

A Senator asked what it would take for Senate to decide to confer credentials three times a year rather than once a year.

**Action item:** The University Registrar and The University Secretary will conduct a comparative review of other Universities to see if they confer credentials more than once a year, but still have one convocation a year, and determine what changes may be needed in the Regulations, or otherwise, for Senate to approve lists of graduates multiple times in a year.

## 8.2 Questions from the floor of Senate:

A Senator asked the University Registrar what happens when a Senator has been suspended, using Presidential Emergency Powers, and misses more than three consecutive Senate meetings. The Senate Handbook states that, "Any absence by an elected member of Senate, without leave and for more than three consecutive ordinary meetings of Senate, shall result in a declaration of a vacancy by the Secretary of Senate." The Senator stated this did not happen and wanted to know the University Registrar's policy about Senators who miss more than three consecutive meetings.

The University Registrar stated he does not believe that any such policy has ever been enacted. There are members on a number of committees who do not attend regularly. He stated he needs to understand the purpose of the section.

A Senator pointed out that a number of these cases were identified at the SCS before. In each case, the faculty members chose to resign rather than their positions being declared vacant.

A Senator suggested the Senator who asked the above question submit a written question prior to the next Senate meeting to the SCS to include on the Senate agenda as a discussion item.

At the last Senate meeting, there was a discussion about the Access Resource Centre (ARC) forcing excessive demands and operating beyond its capacity. A Senator wanted to know how this was handled during the exam period.

The Provost reported that additional space adjacent to the ARC has now been assigned to the ARC. Capacity issues during the exam period were handled through the Deans. There have been conversations about how to ensure this situation does not arise again next year.

A Senator wanted to know who would advocate for graduate students to receive the Governor General Gold Medal status if their faculty supervisor is suspended.

The Vice President, Research and Graduate Programs noted that, looking at the defense committee structure, someone associated with those particular students could put their name forward. He was not sure who would advocate for those students and will bring the information forward to Senate.

**Action item:** Vice President, Research and Graduate Programs will report back to Senate about who advocates for graduate students who have successfully defended their thesis to receive the Governor General Gold Medal status if their faculty supervisor is not able to, due to a suspension, an illness, or other reasons when a faculty supervisor is suddenly not available.

There was general consensus among Senators that clear contingency plans should be in place for instances when faculty members who are graduate supervisors are suddenly not available for their students.

A Senator stated he understood the annual Dr. Bob Ewert Memorial Dinner and Lecture has been jointly hosted by UNBC and the Northern Medical Society since its inception. He wanted to know why UNBC did not jointly host the dinner and lecture this year.

The Vice President, University Advancement clarified that the first year that the dinner and lecture took place it was not jointly hosted. The Northern Medical Society wanted to move back to the event and lecture having more of a medical focus. The University needed the event to be about fundraising. In the past, the Office of University Advancement dedicated considerable time and resources supporting the event, without much in the way of fund raising value. The Northern Medical Society and the University decided to part ways on this event.

A Senator wanted to know if there are any opportunities for students to serve on the President's Review for Re-appointment Advisory Committee.

The University Secretary stated there are two student positions on the advisory committee; one student Board member chosen by the Human Resources Committee of the Board, and one student, undergraduate or graduate depending on the status of the Board member (chosen by the Human Resources Committee of the Board, in consultation with the appropriate student governing body).

A Senator stated the last two searches for senior administrators resulted in the University hiring an internal incumbent. He wanted to know if the University is required to use search firms even when the University has an incumbent in such a position.

The Associate Vice-President, People, Organizational Design and Risk noted that the University does not know whether there will be internal candidates until the search is underway. The search firms have lists of people in their databanks who are interested and willing to move to new positions. Search firms do work that would otherwise have to be done by the Human Resources department. Human Resources support the search. The University does not always use a search firm for director level positions on campus.

**9.0      S-201804.03**  
**Approval of Motions on the Consent Agenda** **Dr. Summerville**  
Wessell Lightfoot  
That the motions on the consent agenda, except for those removed for placement on the regular agenda, be approved as presented.

**Amendment**  
Ryan  
That motion S-201804.12 be removed from the consent agenda.  
CARRIED

**10.0      Committee Reports**

**10.2      Senate Committee on Academic Affairs** **Dr. Ryan**

**“For Approval” Items:**

**S-201804.04**  
**Course Deletion - CPSC 651-3**  
Wessell Lightfoot

That, on the recommendation of the Senate Committee on Academic Affairs, CPSC 651-3 Digital Image Processing and Computer Vision be deleted.

Effective date: September 2018

CARRIED

**S-201804.05**

**Course Deletion - CPSC 674-3**

Wessell Lightfoot

That, on the recommendation of the Senate Committee on Academic Affairs, CPSC 674-3 Natural Language Processing be deleted.

Effective date: September 2018

CARRIED

**S-201804.06**

**Course Deletion - CPSC 750-3**

Wessell Lightfoot

That, on the recommendation of the Senate Committee on Academic Affairs, CPSC 750-3 Digital Compression for Multimedia be deleted.

Effective date: September 2018

CARRIED

Motions S-201804.07 and S-201804.08 were dealt with as an omnibus motion.

**S-201804.07**

**Course Parking - CPSC 346-3**

Deo

That, on the recommendation of the Senate Committee on Academic Affairs, CPSC 346 – 3, Cryptography and Data Security, be parked until such time as resources are available to offer it regularly.

Effective date: September 2018

CARRIED

**S-201804.08**

**Course Parking - CPSC 350-3**

Deo

That, on the recommendation of the Senate Committee on Academic Affairs, CPSC 350 – 3, Introduction to Computer Graphics, be parked until such time as resources are available to offer it regularly.

Effective date: September 2018

CARRIED

**S-201804.09**

**Course Deletion - CPSC 451-3**

Wessell Lightfoot

That, on the recommendation of the Senate Committee on Academic Affairs, CPSC 451-3 Digital Image Processing and Computer Vision be deleted.

Effective date: September 2018

CARRIED

**S-201804.10**

**Course Deletion - CPSC 474-3**

Wessell Lightfoot

That, on the recommendation of the Senate Committee on Academic Affairs, CPSC 474-3 Natural Language Processing be deleted.

Effective date: September 2018

CARRIED

**S-201804.11**

**New Course Approval - CPSC 473-3**

Casperson

That, on the recommendation of the Senate Committee on Academic Affairs, the new course CPSC 473-3 Introduction to Data Mining be approved as proposed.

Proposed semester of first offering: September 2018

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]):

This course introduces algorithms and paradigms that allow computers to discover previously hidden patterns in databases or datasets. Main topics include discovery of frequent patterns, analysis of different types of data (static, dynamic, sequential, uncertain, etc.) clustering and classification. Other topics may include data visualization, social network mining, real-life applications, and parallel/distributed data mining. Students work on assignments, term tests and a course project.

**Prerequisites (taken prior): CPSC 281, CPSC 340**

**S-201804.12**

**Change in Recommended Course Listing - ENSC 454-3**

Wessell Lightfoot

That, on the recommendation of the Senate Committee on Academic Affairs, the recommended courses for ENSC 454-3 on page 243 of the 2017/18 undergraduate calendar, be deleted as proposed.

Effective date: September 2018

The Registrar Services Officer (Curriculum, Calendar & Credentials) reported the SCCC made a change to the calendar description content, and the Program Chair did not agree with the change.

POSTPONED until the May 23, 2018 Senate meeting.

**Action item:** Motion S-201804.12 is to be forwarded to the SCCC for review with the Program Chair.

**S-201804.13**

**Changes to Program Description - Terrestrial Systems Minor in Environmental Science**

Murphy

That, on the recommendation of the Senate Committee on Academic Affairs, the deletion of GEOG 412-3 and GEOG-414-3 from the list of possible courses in the Terrestrial Systems Minor in Environmental Science on page 123 of the 2017/18 undergraduate calendar, and corrections to course titles, be approved as proposed.

Effective date: September 2018

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]):

**Terrestrial Systems**

**ENGR 451-3 Groundwater Hydrology**

**ENSC 325-3 Soil Physical Processes and the Environment**

**ENSC 435-3 Soil Biological Processes and the Environment**

**ENSC 452-3 Reclamation and Remediation of Disturbed Environments**

**FSTY 205-3 Introduction to Soil Science**

**GEOG 210-3 ~~Geomorphology~~ Introduction to Earth Science**

**GEOG 311-3 ~~Concepts in Geomorphology~~ Drainage Basin Geomorphology**

**GEOG 405-3 Fluvial Geomorphology**

**GEOG 411-3 Quaternary and Surficial Geology**

**GEOG 412-3 ~~Geomorphology of Cold Regions~~**

**GEOG 414-3 ~~Weathering Processes~~**

**S-201804.14**

**Approval of the Memorandum of Understanding between the University of Northern British Columbia and the Wenzhou University**

Payne

That, on the recommendation of the Senate Committee on Academic Affairs, the Memorandum of Understanding between the University of Northern British Columbia and the Wenzhou University be approved as proposed.

Effective date: Upon approval of the Senate & Board of Governors

**Amendment**

Payne

That the last sentence in section X. Termination of Agreement be changed from, "Existing students will be provided with support to either finish the student as a sole UNBC student or return to China." to ""Such students will be provided with support either to complete the program as a student solely of UNBC or to return to China."

CARRIED as amended.

**S-201804.15**

**Approval of the Process for Parking Courses**

Murphy

That, on the recommendation of the Senate Committee on Academic Affairs, the process for parking courses be approved as proposed.

Effective Date: Jan 2018

**Amendment**

Hirsh-Pearson

That the following section be added to the Process for Parking Courses, "8. At the April Senate meeting, a report be included on the consent agenda that will provide the list of courses that will be parked."

CARRIED as amended.

**10.3 Senate Committee on Admissions and Degrees**

**Mr. Annear**

**"For Approval" Item:**

**S-201804.16**

**Change(s) to the Graduate Academic Calendar - Graduate Programs Admission and Regulations**

Hartley

That, on the recommendation of the Senate Committee on Admissions and Degrees, the change(s) to section 1.3.2 of the Graduate Programs Admission and Regulations on page 24 of the 2018/2019 Graduate Academic Calendar be approved as proposed.

Effective date: September 2018

**Amendment**

Mandy

That "The GPA from sending institutions will be converted to the UNBC scale when being considered for admission." Be changed to "The GPA from sending institutions will be assessed and converted to the UNBC scale when being considered for admission."

CARRIED

CARRIED as amended.

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]):

**1.3.2** Grade point average (GPA) of at least 3.00 (B) in the work of the last 60 credit hours (approximately the last two years). ~~leading to the~~ A Baccalaureate degree is required for entry. The minimum GPA of 3.00 (B) is based on the UNBC 4.33 scale. The GPA from sending institutions will be assessed and converted to the UNBC scale when being considered for admission. Note: Higher entrance standards than those outlined in this section may be set by individual programs.

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

**Dr. Ryan**

None

**10.5 Senate Committee on Scholarships and Bursaries**

**Mr. Annear**

**“For Approval” Item:**

**S-201804.17**

**Special Graduate Entrance Research Award**

Payne

That, on the recommendation of the Senate Committee on Scholarships and Bursaries, the new Terms and Conditions for the Special Graduate Entrance Research Award be approved.

Effective Date: 2018-2019 Academic Year

CARRIED

**“For Information” Items:**

**SCSB20180328.03** *(approved)*

**CPABC Prince George Cariboo Chapter Scholarship**

That the new Terms and Conditions for the CPABC Prince George Cariboo Scholarship be approved.

Effective Date: 2018-2019 Academic Year

**SCSB20180328.05** *(approved)*

**Brittany Fotsch Farm Heritage Award**

That the new Terms and Conditions for the Brittany Fotsch Farm Heritage Award be approved.

Effective Date: 2018-2019 Academic Year

**SCSB20180328.07** *(approved)*

**2017/2018 Annual SCSB Report**

That the 2017/2018 Annual SCSB Report be approved as presented.

Effective Date: March 2018

A Senator noted there was list of scholarships that had not been awarded and wanted to know the long term process for those awards: Does the money sit there; is the donor approached to modify the terms of the award, or: might the University convert the money for another award.

The University Registrar stated the University cannot generally convert donor awards. If there are situations when awards have not been given out in a long time, University Advancement contacts the donors to see if they are interested in changing the terms to the awards.

The Vice President, University Advancement stated when the Office of University Advancement is unable to contact a donor or family member, or a corporation no longer exists, the University has a process built in to donor and gift agreements whereby the criteria or use of the award may be changed in keeping with the donor’s original intent of the award.

A Senator wanted to know what percentage of these awards are endowed awards.

<b>Action item:</b> The University Registrar will bring forward information about how many of the unused awards are endowed awards.
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**10.6 Senate Committee on Nominations**

**“For Approval” Items:**

**S-201804.18A**

**Recommendation of Senate Committee Members to Senate**

Caputo

That, on the recommendation of the Senate Committee on Nominations, the following candidate, who has met all eligibility requirements to serve on Senate committees as indicated, be appointed as proposed.

Effective date: April 1, 2018

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

**CANDIDATE**

**SENATE COMMITTEE ON ACADEMIC APPEALS**

Undergraduate Student Senator (03/31/2019)

Gabrielle Jacob

Further nominations were sought from the floor, and there being none, the motion was CARRIED.

**S-201804.18B**

**Recommendation of Senate Committee Members to Senate**

That, on the recommendation of the Senate Committee on Nominations, the following candidate, who has met all eligibility requirements to serve on Senate committees as indicated, be appointed as proposed.

Effective date: April 1, 2018

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

**CANDIDATE**

**SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES**

Payne

Faculty Senator — CASHS (03/31/2021)

Robert Budde

Further nominations were sought from the floor, and there being none, the motion was CARRIED.

**S-201804.18C**

**Recommendation of Senate Committee Members to Senate**

That, on the recommendation of the Senate Committee on Nominations, the following candidate, who has met all eligibility requirements to serve on Senate committees as indicated, be appointed as proposed.

Effective date: April 1, 2018

**SENATE COMMITTEE ON HONORARY DEGREES AND OTHER  
FORMS OF SPECIAL RECOGNITION**

Hirsh-Pearson

Faculty Senator — CASHS

Robert Budde

Further nominations were sought from the floor, and there being none, the motion was CARRIED.

Senator Casperson recused himself from the discussion on motion S-201804.1919, Recommendation of Faculty Members to Serve on the President's Review for Re-appointment.

### **S-201804.19**

#### **Recommendation of Faculty Members to Serve on the President's Review for Re-appointment Advisory Committee**

That, on the recommendation of the Senate Committee on Nominations and barring further nominations from the floor, Senate appoint two of the following candidates, who have met all eligibility requirements, to serve on the President's Review for Re-appointment Advisory Committee:

- David Casperson
- Andrea Gingerich
- Kathy Lewis

Effective date: Upon the approval of Senate

Biographies for the proposed candidates were uploaded to the Senate SharePoint site.

Further nominations were sought from the floor, and there being none, an election was held by secret ballot for one faculty member on the President's Review for Re-appointment Advisory Committee.

Dr. Casperson was elected by a majority to the position in the first election.

A second election was held by secret ballot for a second faculty member on the President's Review for Re-appointment Advisory Committee, and Dr. Lewis was elected by a majority to the second position.

#### **Motion**

Casperson

In accordance with Senate regulation 3(w) iii, that the Senate session extend beyond 5:30 p.m.

CARRIED

## **10.7 Steering Committee of Senate**

### **Procedures for Search Committees for Academic Vice-Presidents and Other Senior Academic**

**Ms. Sanford**

The draft procedures for Search Committees for Academic Vice-Presidents and Other Senior Academic Administrators were included in the meeting package for discussion and feedback.

Senate's feedback included the following:

- an equity representative (faculty member who may be a voting or non-voting member) be included on the committees, and the same equity person be used consistently on each of the committees;
- there could be a stronger statement made in the procedures about the importance of equity in the process;
- spell out the acronyms;
- for the Provost and Vice President, Academic position, the faculty representation should be at least half of the committee;
- Librarians do not have tenure and tenure-track appointments, so that should be adjusted;
- and when referring to Librarian positions, the staff member be a library staff person;

The University Secretary will bring the suggestions forward to the Board of Governors.

## **11.0 Information**

None

## **12.0 Other Business**

### **12.1 Change to the Terms of Reference for the Academic Action Plan Advisory Committee**

**Dr. Casperson**

The recommendation for the Academic Action Plan Advisory Committee and the mandate of the committee from the Academic Action Plan Recommendations endorsed by Senate on June 28, 2017 were included in the meeting package for information.

**S-201804.20**

**Change to the Terms of Reference for the Academic Action Plan Advisory Committee**

Casperson

To amend the terms of reference section a. for the Advisory Committee by adding the words ", and reports regularly to Senate regarding progress in implementing these recommendations" so that it reads:

- a. Provide monitoring of the recommendations contained in the three sections of this report and organized under the priorities identified herein, and reports regularly to Senate regarding progress in implementing these recommendations;

Effective date: Upon the approval of Senate

CARRIED

13.0

**S-201804.21**

**Move to In Camera Session**

Payne

That the meeting move In Camera.

CARRIED

14.0

**S-201804.25**

**Adjournment**

Murphy

That the Senate meeting be adjourned.

CARRIED

The meeting ended at 5:44 p.m.