

**SENATE MEETING
PUBLIC SESSION
MINUTES**

August 26, 2015
3:30 – 5:30 PM

Senate Chambers (Room 1079 Administration Building)

Present:

A. Aravind, M. Bouchard, R. Brouwer, D. Clarkson, M. Dale, B. Deo, D. Desai, D. Erasmus, W. Fellers, M. Green, T. Hanschen (Secretary of Senate), K. Howitt (Recording Secretary), K. Keen, A. Kitchenham, C. Koehn, B. Krane, A. LeBlanc, B. Menounos, M. Murphy, M. Ouellet, R. Robinson, W. Schwab, D. Shirodaria, P. Siakaluk (Vice Chair), K. Smith, A. Stroet, J. Sui, D. Weeks (Chair), C. Whalen, T. Whitcombe, A. Wilson,

Regrets:

J. Bankole, S. Beaumont, R. Bird, D. Burke, G. Deo, K. Guest, A. Kehler, D. Wessell Lightfoot, J. S. MacDonald, A. Palmer, K. Reimer, D. Ryan, B. Schorcht, P. Tobin,

Absent:

K. Kuo, S. MacKay, D. Nyce, B. Simpson

The meeting commenced at 3:31 p.m.

1.0 S-201508.01

Approval of the Agenda

Smith

That the agenda for the August 26, 2015 Public Session of Senate be approved as presented.

Amendment to the Agenda

Smith

That the President's Report be broken into two parts; the first part will be presented during the public session and the second part during the In-Camera session.

The main motion and amendment were CARRIED.

2.0 S-201508.02

Approval of Senate Minutes

Kitchenham

That the minutes of the June 24, 2015 Public Session of Senate be approved as presented with the change of AGENDA to MINUTES on page 1 of the minutes.

CARRIED.

A Senator asked for clarification on the Policy of Minute Taking which resulted in the following action item:

Action Item: The Secretary of Senate will present the Policy on Minute Taking at the next scheduled Senate meeting on September 23, 2015.

3.0 Business Arising from Previous Minutes of Senate *(no material)*

There was a discussion about the Northern Medical Program presentation at the Senate meeting on June 24, 2015 and how the NMP may fit into the UNBC structure.

4.0 President's Report

Dr. Weeks

Dr. Weeks met with a number of college Presidents over the summer and discussed reconstituting the Northern Post-Secondary Council. He attended a conference in Nanaimo about Indigenous Higher Education, which was facilitated by the Canada Mexico Accord and largely relevant to First Nations People in British Columbia. Vancouver Island University hosted the event. Dr. Weeks had two meetings over the summer with the Assistant Deputy Ministers in International Affairs for the province to see how UNBC can align international activity with the province's agenda. Dr. Weeks has been asked to the BC Business Council, and he has attended two meetings in Vancouver, one of which was with Rheanna Robinson. Dr. Weeks said it is useful for UNBC to try to align with some of the opportunities that business and industry present for students. He has also had a number of conversations with government individuals and a conference with the President of the Canadian Bureau of International Education.

5.0 Report of the Provost

Dr. Krane

Dr. Krane updated Senate on the Academic Planning exercise. There are websites available for people to peruse. A tight schedule is being followed in order to meet the deadline of the November Senate meeting. The extensive community engagement process has begun, which has been coordinated by Annie Booth. There are two engagement processes that are being operated in parallel. Themes have been identified by the committee and collaborative groups have been established to pursue work on those themes. In order to move on from the first phase in November, it is important to come to a conclusion about what will be adopted as the University's vision, mission, values, and some of the institutional goals. This engagement process is going on along with the engagement process in the other themed areas. Graffiti Walls exercises have begun. The week of August 24 –August 28 include sessions with CUPE Staff, Faculty/Post-doc/Research Managers & Associates, and CUPE Staff again. The week of August 31-September 4 consist of sessions for Exempt/Administration, CUPE Staff/ Faculty/Post-doc/Research Managers & Associates/Exempt, and Faculty. The week of September 8-11 consists of three sessions for students. Then there will be a travelling road show where there will be sessions at the Regional Campuses. There are plans on engaging the University's external stakeholders. Dr. Krane and Rheanna Robinson attended an Educational Council earlier in the week which was hosted by the City of Prince George. School District 57 was represented and both the President and Provost from CNC were in attendance. Dr. Krane told the members of the council about the process the University has begun around vision, mission, values, and institutional goals, and there was a great deal of interest expressed from around the table. All of the parties at the table wanted to have some input, so arrangements are being made to do this. The Alumni Representative on the committee works at the Prince George Library, so she has been able to arrange for some of the surveys to be delivered to the public through the library. This will give a broad discussion on the kind of institution UNBC should be. This first step must be completed as everything must align with the institution's vision, mission, values, and goals.

There will be an Extraordinary Senate Engagement session (graffiti wall) in regard to the Academic Planning on September 16, 2015 from 3:30 – 5:00 p.m. Annie Booth and Bernadette Patenaude will be hosting the event.

There was a discussion on what led to the exercise in identifying the University's vision, mission, values, and institutional goals. Dr. Krane said one of the main reasons why it was decided that this was a good place to start was, depending on which document you pick up, the wording in the vision, mission, values, and institutional goals is not used consistently across the University. It is important for the vision, mission, values, and institutional goals to be absolutely clear as they will be the foundation moving forward with the Academic Planning.

There was discussion on what a good mission statement should be. There is often a lot of commonality between universities' vision, mission, and value statements. Dr. Krane said he has not been able to find what would be characterized as institutional goals at UNBC yet. It is important to set some of those goals. Everyone at the University should know how their role aligns with the goals of the University.

There was a discussion about the Action Plan from 2003 on the University website and on the Policy on Policies.

There was a question about standardization. Dr. Krane said that what he meant was that the same words need to be used in the vision, mission, values, and institutional goals across the University.

6.0 Report of the Registrar

Mr. Hanschen

The Senate Committee vacancies have been included as Appendix I.

Mr. Hanschen said that the Senate Committee on Nominations is still looking for a Chair. A call for a Chair will be put out to the committee. If no one fills the vacancy, the Chair of Senate will have to appoint someone.

Mr. Hanschen announced that the election of the Vice-Chair of Senate will take place in September. Vice-Chairs are able to serve two terms.

Mr. Hanschen reminded Senate committees and their Chairs that of their reporting months. The list of the committees and their reporting months have been attached to the minutes as Appendix II. Mr. Hanschen asked that the Chairs and committees work with himself and Ms. Howitt on completing the reports.

7.0 Question Period

Dr. Weeks

Dr. Weeks spoke about a topic discussed at a previous Senate Meeting, regarding Senate Engagement in the Consultation of Physical Infrastructure at UNBC. Dr. Weeks said that the University already has committees with a significant representation by faculty. The Teaching Space Optimization Committee (Chaired by a faculty member and two faculty members, one from each College), which is a sub-committee of the Space Allocation Committee; The Research Sub Space Sub-Committee (Chaired by the VP of Research and it is made up of six faculty members, three from each College), which is a subcommittee of the Space Allocation Space Committee; there is a Five Year Capital Plan, like other universities, there has not been a planning committee in recent years, largely due to the provincial freeze on capital funding; the Director of Facilities Management plans to reinvigorate this committee. There are Capital Plans that need to be made. Faculty members from both Colleges would be included in this committee. Senate can request a report from any of those committees anytime it chooses. Dr. Weeks said that he wanted Senate to have this information before they decide to strike another committee. Dr. Weeks said he will leave this with Senate for information and will raise the topic again at the next Senate meeting when the Senator that asked the question would be available.

A senator asked how many meetings Dr. Weeks had with the Northern Post-Secondary Council. Dr. Weeks replied two meetings; one of which was with just the Northern Post-Secondary Representatives. There was a question about the redundancy of course offerings in the north. Dr. Weeks said while there is not a lot we can do about the redundancy, we can continue to improve the pathways and transitions between the institutions.

8.0 Removal of Motions from the Consent Agenda

Dr. Weeks

There were no motions on the Consent Agenda.

9.0 Committee Reports

9.1 Senate Committee on Academic Affairs

Dr. Krane

"For Approval" Items:

S-201508.03

New Course Approval - POLS 380-3 Law and Indigenous Peoples

Smith

That, on the recommendation of the Senate Committee on Academic Affairs, the new course, POLS 380-3 Law and Indigenous Peoples, be approved as proposed.

Proposed semester of first offering: January 2016

CARRIED.

S-201508.04

New Academic Program Proposal - Aboriginal Child and Youth Mental Health Graduate Certificate

Whitcombe

That, on the recommendation of the Senate Committee on Academic Affairs, the new program Aboriginal Child and Youth Mental Health Graduate Certificate be approved as proposed.

Proposed Start Date: May 2016

CARRIED, with the amendment at the request of the School of Social Work that the proposed start date be changed from January 2016 to May 2016.

S-201508.05

Memorandum of Understanding between the University of Northern British Columbia (UNBC), Tahltan Central Council (TCC), Northern Lights College, and Northwest Community College to support the TahltanWorks strategy

Kitchenham

That, on the recommendation of the Senate Committee on Academic Affairs, the motion to approve the Memorandum of Understanding between the University of Northern British Columbia (UNBC), Tahltan Central Council (TCC), Northern Lights College, and Northwest Community College to support the TahltanWorks strategy be approved as proposed.

Effective Date: September 2015

CARRIED.

9.2 Senate Committee on Admissions and Degrees

Dr. Owen

“For Approval” Items:

S-201508.06

Change to English Language Requirements for Admission - Master of Engineering in Integrated Wood Design

Whitcombe

That, on the recommendation of the Senate Committee on Admissions and Degrees, the change to English Language Requirements for Admission to the Master of Engineering in Integrated Wood Design Program be approved as proposed.

Effective date: As soon as approved by Senate

Amendment

Clarkson / Schwab

That the English Language Requirements for Admission into the Master of Engineering in Integrated Wood Design be reviewed every three years.

The main motion and the amendment were CARRIED.

S-201508.07

Change to English Language Requirements for Admission - Northern Collaborative Baccalaureate Nursing Program

Kitchenham

That, on the recommendation of the Senate Committee on Admissions and Degrees, the change to the English Language Requirement on page 24 of the 2014-15 calendar be approved as proposed.

Effective date: September 2016

CARRIED.

S-201508.08

Change to Admission Requirements - Northern Collaborative Baccalaureate Nursing Program

Kitchenham

That, on the recommendation of the Senate Committee on Admissions and Degrees, the change to the admission requirements for the NCBNP listed on page 169 of the 2014-15 calendar be approved as proposed.

Effective date: September 2016

CARRIED.

S-201508.09**New Policy - the Selection Procedures for the Search Committee for the Associate Vice-President Academic and Vice-Provost**

Smith

In accordance with the University Act Section 27 (2)(f) and further to Board of Governors Motion 2015HRC08.05.02, that Senate approve the Selection Procedures for the Search Committee for the Associate Vice-President Academic and Vice-Provost.

Effective Date: August 26, 2015

CARRIED, with the following editorial change, "... there is consideration to appoint a First Nation's student." should read: "... there is consideration to appoint a First Nations/Aboriginal Peoples student."

Senator Menounos wanted it noted on record he felt that the committee needed more faculty representation.

9.4 Senate Committee on Scholarships and Bursaries

Dr. Owen

There was no material from the Senate Committee on Scholarships and Bursaries.

9.5 Senate Committee on the University Budget

Dr. Whitcombe

The Senate Committee on the University Budget met in the middle of July for a lesson on budgeting. SCUB will meet on September 3, 2015 to begin to discuss how SCUB will assist in developing the budget for this coming year.

9.6 Senate Committee on Nominations (SCN)

Vacant

"For Approval" Items:**S-201508.10****Membership Changes to Senate Committees**

Smith

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 committees as indicated, be appointed as proposed.

Effective date: Immediately upon approval by Senate

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

Student Senator

Ms. Mercedes Ouellet

SENATE COMMITTEE ON ACADEMIC APPEALS (SCAA)

Lay Senator (03/31/2018)

Ms. Pam Tobin

SCAAF ART ACQUISITION SUBCOMMITTEE (SAAS)

Faculty Member knowledgeable in archaeology, visual arts, archives or heritage conservation (03/31/2018)

Dr. Maryna Romanets

Ad hoc expert (03/31/2018)

Dr. Farid Rahemtulla

SENATE COMMITTEE ON FIRST NATIONS AND ABORIGINAL PEOPLES (SCFNAP)

Faculty Senator (03/31/2017)

Dr. Kevin Keen

SENATE COMMITTEE ON THE UNIVERSITY BUDGET

Exempt Staff Representative, appointed by the Exempt Group

Ms. Jennifer Keryluik

SENATE COMMITTEE ON STUDENT DISCIPLINE APPEALS

Member of the administrative staff

Mr. Kevin Stewart

Graduate Student

Ms. Sara Pyke

There were no further nominations so the motion was CARRIED.

“For Information” Items:

Appointment of Faculty Member to the Search Committee for the Vice-President Administration and Finance

Faculty Member

Dr. Kevin Keen

Appointment of Faculty Members to the Search Committee for the Vice-President External Relations

CASHS Faculty Member

Dr. Andrew Kitchenham

CSAM Faculty Member

Dr. Jennifer Hyndman

10.0 Approval of Motions on the Consent Agenda

Dr. Weeks

There were no motions on the Consent Agenda.

11.0 Other Business

Senator Aravind had a question regarding the Graduate English Language requirements and if someone could appeal the University’s decision regarding these requirements. Mr. Hanschen said that one of the terms of reference of the Senate Committee on Admissions and Degrees speaks to admission appeals. Mr. Hanschen said that all academic decisions made at UNBC are open to appeal. All decisions are final unless the outcome of an appeal says otherwise.

12.0 Information

There were no items for Information.

**13.0 S-201508.11
Move to In Camera Session**

Smith
That the meeting move In Camera.
CARRIED.

**14.0 S-201508.13
Adjournment**

Krane
That the Senate meeting be adjourned.
CARRIED.

The meeting ended at 5:17 p.m.

Senate and Senate Committee Vacancies as of August 18, 2015

Senate Committee Acronyms:

SCS	Steering Committee of Senate
SCN	Senate Committee on Nominations
SCAA	Senate Committee on Academic Appeals
SCAD	Senate Committee on Admissions and Degrees
SCAAF	Senate Committee on Academic Affairs
SAAS	SCAAF Art Acquisition Subcommittee
CSCC	SCAAF Continuing Studies Credit Committee
REB	SCAAF Research Ethics Board
SSAS	SCAAF Subcommittee on Academic Scheduling
ACUC	SCAAF Subcommittee on Animal Care and Use
SCCC	SCAAF Subcommittee on Curriculum and Calendar
SCFNAP	Senate Committee on First Nations and Aboriginal Peoples
SCHDSR	Senate Committee on Honorary Degrees and Other Forms of Special Recognition
SCRPIIR	Senate Committee on Regional Policy and Inter-Institutional Relations
SCSB	Senate Committee on Scholarships and Bursaries
SCUB	Senate Committee on the University Budget
SCSDA	Senate Committee on Student Discipline Appeals

Senate Vacancies:

POSITION	TERM EXPIRY DATE
Faculty Member — CSAM	03/31/2017

Vacancies sorted by committee:

COMMITTEE	POSITION	TERM EXPIRY DATE
SCN	Chair (must be a Senator)	
SCAAF	Graduate Student — CSAM	(03/31/2016)
SAAS	UNBC Faculty Member from the UNBC Arts Council	(03/31/2018)
CSCC	Undergraduate Student	(03/31/2016)
	Graduate Student	(03/31/2016)
SSAS	CASHS Faculty Rep (appointed by Dean of CASHS)	(03/31/2018)
	Regional Faculty Member (appointed by Dean of Regional Programs)	(03/31/2018)
	Faculty Senator (appointed by Senate) (Chair)	(03/31/2018)
	Graduate student	(03/31/2016)
SCFNAP	Faculty Senator	(03/31/2017)
	First Nations Representative — Métis	(03/31/2018)
	First Nations Representative — Member at Large	(03/31/2018)
	First Nations Representative — School District 57 Aboriginal Education Board	
	Full-Time Aboriginal Student	(03/31/2016)
SCRPIIR	Regional Student	(03/31/2016)
	Student Senator	(03/31/2016)
SCSB	Faculty Senator — CASHS	(03/31/2018)
	Faculty Senator — CASHS	(03/31/2017)
SCUB	Graduate Student	(03/31/2016)
SCSDA	First Nations Student	(03/31/2016)

Note: The symbol "✦" denotes that an appointment by Senate is pending.

Senate Committee Reporting Months

1. Senate Committee on Academic Appeals (SCAA) – October
2. Senate Committee on Admissions and Degrees (SCAD) – September
3. Senate Committee on Academic Affairs (SCAAF) – September
4. Senate Committee on First Nations and Aboriginal Peoples (SCFNAP) – April
5. Senate Committee on Honorary Degrees and other Forms of Special Recognition (SCHDSR) – January
6. Senate Committee on Regional Policy and Inter-Institutional Relations (SCRPIIR) – February
7. Senate Committee on Scholarships and Bursaries (SCSB) – March
8. Senate Committee on the University Budget (SCUB) – March
9. Senate Committee on Student Discipline Appeals (SCSDA) – September