

**SENATE MEETING
PUBLIC SESSION
MINUTES**

September 25, 2019
3:30 – 5:30 PM
Senate Chambers (Room 1079 Charles J McCaffray Hall)

Present: B. Annear (Secretary of Senate), S. Barton, D. Casperson, A. Constantin, B. Deo, D. Desai, Z. Fleck, E. Fredeen, P. Harding (non-voting), I. Hartley, L. Haslett, K. Hirsh-Pearson (*Vice-Chair*), C. Hofsink, H. Holler-Busch, S. Horianopoulos, C. Ho Younghusband, P. Jackson, E. Jensen, G. Keeler, E. Korkmaz, A. Kranz, M. Mandy, B. McGill, H. McVea (non-voting), C. Meroniuk, A. Muñoz Gómez, M. Murphy, A. Parent (Recording Secretary), L. Parent, G. Payne, L. Roldan-Flores (non-voting), D. Ryan, S. Sakshi, H. Sanford (University Secretary), T. Tribe (non-voting), N. Turner, S. Wagner, D. Weeks (*Chair*), R. Wheate, J. Wimmers-Klick

Regrets: R. Budde, B. Daigle (non-voting), M. Dale, T. Klassen-Ross, D. Nyce, A. Palmer, M. Peterson, S. Rader (non-voting), C. Ramsay, L. Roodenburg, A. Sommerfeld (non-voting), T. Tannert, C. Whalen, P. Winwood (non-voting)

The meeting commenced at 3:35 p.m.

1.0 Acknowledgement of Territory

Senator Ho Younghusband acknowledged with thanks that the Senate meeting was taking place on the traditional territory of the Lheidli T'enneh Nation.

2.0 Presentation

A presentation on Scheduling was given by Kimberly Read, Associate Registrar Record/Sys.

**3.0 S-201909.01
Approval of the Agenda**

Holler-Busch

That the agenda for the September 25, 2019 Public Session of Senate be approved as presented.

Notice of Motion by Senator Murphy

That Senate direct the secretariat to draft language for Senate approval that removes from the Graduate Calendar all instances of the term 'or designate' wherever it appears in connection with those decision making powers assigned to the Vice President Research and Graduate Programs.

Notice of Motion by Senator Jackson

That Senate recognize the Climate Change emergency and the need to incorporate it into the Missions and Visions of UNBC
CARRIED

**4.0 S-201909.02
Approval of Senate Minutes**

Hartley

That the minutes of the September 25, 2019 Public Session of Senate be approved as presented.

CARRIED

5.0 Business Arising

5.1 Senate Standing Advisory Committee on the Integrity and Awarding of Degrees

Ryan

5.1.1 Call for Nominations

Senate was asked to clarify section 1.1 of the Terms of Reference for the Senate Standing Advisory Committee on the Integrity and Awarding of Degrees for the Call for Nominations. The wording as approved stated “five tenured UNBC Professors”. Professors with capital “P” refers to only full UNBC Professors and does not include assistant or associate professors. It was discussed that Senate did not intend to limit it to only full professors and that the “P” should be changed to a ‘p’.

6.0 President’s Report

Weeks

The President reported on successful start to a new semester, highlighted by a Welcome Back Event for Faculty and Staff, the President’s Pancake Breakfast and the Home-Opener for the Women’s Soccer Team which included the inaugural UNBC Party in the Park. The President thanked all the departments that worked to make this a successful start to the Fall semester.

The UNBC First Nations Centre launched the 1000 Ravens for Reconciliation partnership. The University’s goal is to make 1,000 origami Ravens this year to symbolize a University-wide wish for reconciliation. This is an opportunity for our University community to engage in a meaningful hands-on activity that will hopefully spark dialogue around the challenging topics addressed in the Truth and Reconciliation report on campus.

Work also continues on our commitment to co-hosting the Reconciliation Forum, October 8-10 in Sault Ste. Marie. Senator Nyce will be presenting at the forum on the relationship between UNBC and the WWNI. Also presenting will be Bev Best, Manager, Aboriginal Student Engagement on our Campus Cousins Program here at UNBC.

7.0 Report of the Provost

Ryan

7.1 Academic Re-Structuring - Senate Update

The searches for the Vice-Provost and five Faculty Deans have begun and the postings for all positions are listed. A confidential meeting will be held in mid-October with each of the Search Committees to review what has been received to date and assess how long the searches will remain open. These meetings will be followed by meetings to assess the long and short lists, before candidates are introduced to the campus at large.

The Provost reported that Integrated Planning is working on timelines to review what needs to be accomplished by the new faculties and how the changes will be implemented. The University Secretary is planning on attending and presenting at College Councils to present and discuss Faculty Senate representation from the five faculties, the election process and the Faculty Constitutions. The Senate Committee on Academic Affairs has also added Academic Restructuring as standing item on their agendas to review necessary calendar changes.

The Provost reported on the Enrolment numbers for fall 2019 and presented a report in response to enrolment information that was requested by Senate at the August 2019 meeting (attached as Appendix 1). Domestic numbers remain flat, while international numbers are up 40%.

8.0 Report of the Registrar

Annear

The Registrar reported on recent initiatives by the Office of the Registrar to move to a five-faculty structure and discussed ongoing improvements including:

- Online payments for online graduate applications
- Online applications for graduate students and Professional Programs
- Customer Relationship Management tool to ensure we have better access to students in terms of our digital communications during the recruitment cycle and allows for targeting recruitment
- Pathway and Program planning documents
- Banner 9 Registration System

- Automated wait-listing

Senator Hirsh-Pearson asked for an update timeline for the online Graduate Registration.

Kimberly Read, Associate Registrar indicated that the Office of the Registrar is aiming for April 2020. This transition is difficult as it requires courses to be rebuilt. Current priority will be given to moving a higher percentage of undergraduate registrations online and establishing an automated waitlist.

Senator Wheate asked what causes a student to have a manual registration.

The Associate Registrar indicated that our current system is managed by hard constraints that produce errors and decrease the functionality in our Student Information System, forcing students to require manual registrations. Progress has been made to remove these constraints or create soft constraints that do not force manual registrations.

9.0 Question Period

9.1 Written questions submitted in advance

Question submitted by Senator Fleck

In last month's meeting, this senator asked a question regarding the lack of lecture scrutinization as part of an external review process. This senator feels that even more emphasis could be placed on student participation in the structuring of social science courses. Returning to the senator's previous question, it was apparent that having external reviewers witness how course structures play out in practice could aid them in making suggestions about restructuring lectures and seminars such that emphasis shifts towards student participation. Given this senator's thin knowledge of how external reviews are carried out, what mechanism is available, as part of an external review or otherwise, to ensure that course facilitation methods in practice are congruent with the social science departments' goal of fostering student participation? What can student senators do when they notice a problem in this regard? This senator believes that there is untapped potential for student engagement at UNBC and that it may remain untapped if we fail to constantly rethink course facilitation in practice.

The Provost replied that there are several access points for students to be heard, including program Self Studies, program meetings and discussions with faculty, Chairs and Deans. External reviews are on a five-year cycle so may not always provide an opportunity for students to be heard but there are also opportunities for student representatives on College Councils.

ACTION ITEM: Provost to meet with Student Senators to discuss student engagement in the External Review process and other access points for students to be heard.

9.2 Questions from the floor

Question from Senator Casperson

In accordance with Section 34(b) of the Graduate Calendar, which indicates that a student's appeal should be received in writing to the Vice President Research and Graduate Programs or designate, who in the past year has been appointed as a designate?

ACTION ITEM: VPR to report back to the Provost on who has been appointed as a designate in accordance to Section 34(b) of the Graduate Calendar.

Question from Senator Murphy

What are the circumstances in which a change of supervisor can be affected without the consent of the existing supervisor? And by what mechanism or process is this reflected in the graduate calendar?

ACTION ITEM: Graduate Programs to be asked for a list of circumstances in which a change of supervisor can be affected without the consent of the existing supervisor. And by what mechanism or process is this reflected in the graduate calendar?

Question from Senator Jackson

Can clarification be provided on where the role of Graduate Program administration now falls. And, if the authority of the VPRGP is now devolving to the Deans.

The Provost indicated that while the authority will be devolving to the Deans under the new structure while we are in transition it falls to the Provost. Calendar changes are in progress.

ACTION ITEM: Calendar changes to reflect the changes of authority from the VPRGP in relation to the Graduate Calendar.

Question from Senator Mandy

Where do the responsibilities of the Vice Provost, Student Recruitment fall?

The Provost indicated that this position has been vacant for a number of years and is being replaced by the Vice Provost position.

ACTION ITEM: Motion to Senate to reflect where the responsibilities of the Vice Provost, Student Recruitment in the calendar are now designated

Question from Senator Murphy

What is the status of virus protection for Mac users on campus?

ACTION ITEM: The Provost will report back from the Interim Director of Information Technology Services.

10.0	<u>S-201909.03</u> Approval of Motions on the Consent Agenda None.	Weeks
11.0	Committee Reports	
	11.1 Senate Committee on Academic Affairs – No Report	Ryan
	11.2 Steering Committee of Senate	Weeks
	<u>S-201909.04</u> Change(s) to the Senate Handbook – SCAAF Jackson That, on the recommendation of the Steering Committee of Senate, the terms of reference for the SCAAF Subcommittee on Academic Scheduling (SSAS) be approved as amended. Effective Date: Upon Approval of Senate CARRIED	
	11.3 Senate Committee on Nominations	Casperson

“For Information” Items:

SCAAF SUBCOMMITTEE ON ACADEMIC SCHEDULING

Professional Program Faculty Rep (appointed by the Provost) (03/31/2020)

Vacant

CASHS Faculty Rep (appointed by Dean of CASHS) (03/31/2020)

Vacant

SENATE COMMITTEE ON ACADEMIC APPEALS

Lay Senator (03/31/2021)	Vacant
<u>SENATE COMMITTEE ON ADMISSIONS AND DEGREES</u>	
Faculty Member — CASHS (03/31/2021)	Vacant
Faculty Member (03/31/2022)	Vacant
<u>SENATE COMMITTEE ON ACADEMIC AFFAIRS</u>	
Regional Senator (03/31/2021)	Vacant
<u>SENATE COMMITTEE ON FIRST NATIONS AND ABORIGINAL PEOPLES</u>	
Aboriginal Regional Senator or Aboriginal Lay Senator (03/31/2020)	Vacant
<u>SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES</u>	
Faculty Senator — CASHS (03/31/2021)	Vacant
Faculty Senator — CSAM (03/31/2020)	Vacant
<u>SENATE COMMITTEE ON STUDENT DISCIPLINE APPEALS</u>	
First Nations Student (08/31/2020)	Vacant
Administrative Staff Member (03/31/2022)	Vacant
<u>SENATE COMMITTEE ON UNIVERSITY BUDGET</u>	
Exempt Staff Representative, appointed by the Exempt Group	Vacant

11.5 Senate Committee on Curriculum and Calendar

11.6 Senate Committee on Admissions and Degrees – No Report **Annear**

11.7 Senate Committee on First Nations and Aboriginal Peoples – No Report **Ryan**

11.8 Senate Committee on Honourary Degrees and Special Forms of Recognition – No Report
Weeks

11.9 Senate Committee on Scholarships and Bursaries **Annear**

For Information” Items:

SCSB20190828.03 *(approved)*

New Fort St John and Area Future Leader Award

That the new Terms and Conditions for the Fort St John and Area Future Leader Award be approved.
Effective Date: 2019-2020 Academic Year

SCSB20190828.04 *(approved)*

New John and Lois Lapadat Memorial Bursary

That the new Terms and Conditions for the John and Lois Lapadat Memorial Bursary be approved.
Effective Date: 2020-2021 Academic Year

SCSB20190828.05 *(approved)*

New NMPT Rural Nursing Award

That the new Terms and Conditions for the NMPT Rural Nursing Award be approved.
Effective Date: 2019-2020 Academic Year

SCSB20190828.06 *(approved)*

New TLA Forestry Award

That the new Terms and Conditions for the TLA Forestry Award be approved.
Effective Date: 2019-2020 Academic Year

SCSB20190828.08 *(approved)*

Revised Lheidli Tenneh Nation Award (name changed to Northern First Nations Award)

That the revised Terms and Conditions and name change for the Lheidli Tenneh Nation Award be approved.
Effective Date: 2019-2020 Academic Year

11.10 Senate Committee on University Budget - No report

12.0 Information

13.0 Other Business

13.1 Call for Nominations – Honorary Doctor of Laws Degree

The Call for Nominations for Honorary Degrees is open and the deadline to be considered for the 2020 Convocation Cycle is October 9, 2019. If assistance is required in submitting nominations, please contact the University Secretary.

13.2 Senate Committees – Principles, Purpose and Composition

Additional materials provided for review:

Senate Handbook
Summary of Senate Committee Membership

14.0 S-201909.05 (10 minutes)

Move to In Camera Session

Horianopoulos

That the meeting move In Camera

CARRIED

15.0 S-201909.10

Adjournment

General Consent

That the Senate meeting be adjourned.

CARRIED