

**SENATE MEETING
PUBLIC SESSION
AGENDA**

August 23, 2017
3:30 – 5:30 PM

Senate Chambers (Room 1079 Charles J McCaffray Hall)

1.0 Acknowledgement of Territory

2.0 S-201708.01

Approval of the Agenda †

Page 1

That the agenda for the August 23, 2017 Public Session of Senate be approved as presented.

† **NOTE:** *The Senate Agenda for the public session consists of two parts, a consent agenda and a regular agenda. The consent agenda contains items that are deemed to be routine or noncontroversial and are approved by the Steering Committee of Senate for placement on that agenda. Any Senator wishing to discuss any item on the consent agenda may ask the Chair of Senate that the item be removed from the consent agenda and placed on the regular agenda. Items removed from the consent agenda will be placed on the regular agenda and dealt with in the order in which they appear on the full agenda. Senators wishing to ask a question regarding an item on the consent agenda, without necessarily removing that item from the consent agenda, are strongly encouraged to direct questions to the Secretary of Senate in advance of the meeting.*

3.0 S-201708.02

Approval of Senate Minutes

Page 4

That the minutes of the June 28, 2017 Public Session of Senate be approved as presented.

4.0 Business Arising from Previous Minutes of Senate

4.1 Response to question re: Donors and Impact Benefit Agreements (*5 minutes*) **Mr. Tribe**

4.2 Response to question re: UNBC Leadership Bursary (*5 minutes*) **Mr. Annear**

4.3 Response to request re: allocation of time on Senate agenda for
Prioritization of Academic Plan Recommendations (*5 minutes*) **Dr. Ryan**

5.0 President's Report (*5 minutes*) **Dr. Weeks**

6.0 Report of the Provost (*5 minutes*) **Dr. Ryan**

7.0 Report of the Registrar (*3 minutes*) **Mr. Annear**

8.0 Question Period (*10 minutes*)

9.0 Removal of Motions from the Consent Agenda **Dr. Weeks**

10.0 Committee Reports

10.1 Senate Committee on Academic Affairs (*no material*) **Dr. Ryan**

10.2 Senate Committee on Admissions and Degrees (*no material*) **Mr. Annear**

- 10.3 Senate Committee on First Nations and Aboriginal Peoples *(no material)* Dr. Ryan
- 10.4 Senate Committee on Scholarships and Bursaries *(5 minutes)* Mr. Annear

“For Approval” Item:

Regular **S-201708.03**
New Canada 150th Anniversary International Scholarship
 Page 19 That, on the recommendation of the Senate Committee on Scholarships and Bursaries, the new Terms and Conditions for the Canada 150th Anniversary International Scholarship be approved.
 Effective Date: 2018-2019 Academic Year

Regular **S-201708.04**
Revised UNBC Scholars Award
 Page 21 That, on the recommendation of the Senate Committee on Scholarships and Bursaries, the revised Terms and Conditions for the UNBC Scholars Award be approved.
 Effective Date: 2018-2019 Academic Year

“For Information” Item:

Page 23 **SCSB20170628.03** (approved)
New Beatrice J. Stanley Memorial Award
 That the new Terms and Conditions for the Beatrice J. Stanley Memorial Award be approved.
 Effective Date: 2017-2018 Academic Year

- 10.5 Senate Committee on Nominations *(5 minutes)* Dr. Casperson

“For Approval” Item:

Regular **S-201708.05**
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 the Senate committee as indicated, be appointed as proposed.
 Effective date: Immediately upon approval by Senate

<u>SENATE COMMITTEE POSITION TO BE FILLED</u> (except as otherwise noted, all terms begin immediately)	<u>CANDIDATE</u>
--	-------------------------

SENATE COMMITTEE ON ADMISSIONS AND DEGREES

Graduate Student (03/31/2018)	Ms. Megan Khan
-------------------------------	----------------

- 10.6 Steering Committee of Senate *(no material)*
- 10.7 Ad Hoc Committee of Senate Considering Motion S-201603.16 *(10 minutes)* Mr. Annear
 Page 25 Report of Ad Hoc Committee of Senate Considering Motion S-201603.16.
- 11.0 Approval of Motions on the Consent Agenda Dr. Weeks
- 12.0 Other Business
- 12.1 Notice of Motion – June 28, 2017 *(5 minutes)* Dr. Casperson

“For Approval” Item:

Page 26 **S-201708.06**
Endorsement of Recommendation on Pages 7--8 of the Academic Action Plan -- Draft Recommendation

That the Senate specifically endorses the recommendation on pages 7--8 of the Academic Action Plan -- Draft Recommendation, namely the recommendation to create an advisory committee;

and furthermore, that the Senate recommend to the Board of Governors that it also specifically endorse this recommendation.

Effective Date: Immediately upon approval by Senate

13.0 In Camera Session *(no material)*

14.0 S-201708.08

Adjournment

That the Senate meeting be adjourned.



Motion Number (assigned by SCS): _____

SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)

PROPOSED MOTION

Motion: That the new Terms and Conditions for the Canada 150th Anniversary International Scholarship be approved.

Effective Date: 2018-2019 Academic Year

Rationale: To activate the scholarships commencing the 2018-2019 Academic Year.

Proposed By: Linda Fehr

External Relations Contact: N/A

Faculty/Academic Department: Awards and Financial Aid

Date: June 20, 2017

Brief Summary of Committee Debate: The Committee endorsed the motion.

Motion No.: SCSB20170628.04

Moved by: Chowdhury

Seconded by: Massingham

Committee Decision: CARRIED

Attachments: 1 Page

Approved by SCSB: June 28, 2017

Date

Chair's Signature

For Approval of Senate.

AWARDS GUIDE INFORMATION:

Award Category: Entrance

Award Name: Canada 150th Anniversary International Scholarship

Awards Guide Description/Intent: These scholarships have been created to recognize and celebrate Canada's 150th Anniversary.

Donor: The University of Northern British Columbia

Value: \$2,000, renewable for up to three additional consecutive years

Number: 150

Eligibility: Available to full-time International undergraduate students who are entering year one of a program at UNBC. These scholarships are open to students from outside Canada (those not being Canadian citizens or having permanent resident status).

Criteria: A minimum admission average of 80% (3.67 for transfer students) is required.

Note: These scholarships are renewable for three additional consecutive years provided that the recipient maintains an Annual GPA of 3.67 or greater.

These scholarships must be used within four years of the student registering for classes at UNBC. This scholarship program will be open for three years or until all of the scholarships are awarded.

Effective Date: Established 2017.

Recipient Selection: Senate Committee on Scholarships and Bursaries on recommendation by the UNBC Awards Office.



Motion Number (assigned by SCS): _____

SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)

PROPOSED MOTION

Motion: That the revised Terms and Conditions for the UNBC Scholars Award be approved.

Effective Date: 2018-2019 Academic Year

Rationale: To remove "Vice Provost of Student Recruitment" from the criteria and to add the option of requesting an alternate candidate should the nominee not meet the eligibility requirements or choose not to attend UNBC.

Proposed By: Linda Fehr

External Relations Contact: N/A

Faculty/Academic Department: Awards and Financial Aid

Date: June 20, 2017

TO BE COMPLETED AFTER SCSB MEETING

Brief Summary of Committee Debate: The Committee endorsed the motion.

Motion No.: SCSB20170628.05

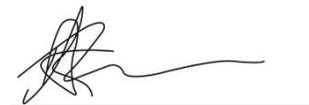
Moved by: Dale

Seconded by: Massingham

Committee Decision: CARRIED

Attachments: 1 Page

Approved by SCSB: June 28, 2017



Date

Chair's Signature

For Approval of Senate.

UNBC Scholars Award

Value: Full waiver of tuition fees up to 120 credit hours (or the number of credit hours required for a bachelor's degree).

Number: Variable. The number of awards allocated to each school will be determined annually by the ~~Vice Provost of Student Recruitment~~ VP Academic & Provost or designate.

Eligibility: These tuition remission scholarships are available each year to grade 11 students in northern British Columbia and Yukon high schools who have attained the highest academic average in their high school. The scholarship will take the form of a waiver of full tuition fees to a maximum of 120 credit hours (or the number of credit hours required for a Bachelor's degree). The recipients must meet UNBC admission requirements and be Canadian citizens or Permanent Residents. The award is tenable upon registration as a full time student at UNBC, with a minimum of 12 credit hours in each of the September and January semesters.

Criteria: Academic excellence.

Application Instructions: No application is required. Each high school in northern British Columbia will nominate the student or students with the highest GPA at the end of grade 11 (minimum 80%). In the event that two or more students have an equal GPA at the end of grade 11 and the high school is unable to break the tie, a subcommittee of the Senate Committee on Scholarships and Bursaries may ask the candidate for additional information to enable UNBC to break the tie and determine the recipient.

If a student who has been nominated for the award does not meet the eligibility requirements at the end of grade 12 or chooses to not to attend UNBC, the University has the option to request an alternate nominee from the school.

Note: These scholarships are renewable annually subject to the recipients registering in 12 credit hours in each of the September and January semesters at UNBC and attaining at least an annual GPA of 3.00 ('B' average) in the academic year.

Established 1998

Revised 2016



Motion Number (assigned by SCS): _____

SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)

PROPOSED MOTION

Motion: That the new Terms and Conditions for the Beatrice J. Stanley Memorial Award be approved.

Effective Date: 2017-2018 Academic Year

Rationale: To activate the Beatrice J. Stanley Memorial Award commencing the 2017-2018 Academic Year.

Proposed By: Jennifer Hicke, Administrator - Development Awards

External Relations Contact: Jennifer Hicke, Administrator - Development Awards

Faculty/Academic Department: N/A

Date: June 28, 2017

TO BE COMPLETED AFTER SCSB MEETING

Brief Summary of Committee Debate: The Committee endorsed the motion.

Motion No.: SCSB20170628.03

Moved by: Chowdhury

Seconded by: Palmer

Committee Decision: CARRIED

Attachments: 1 Page

Approved by SCSB: June 28, 2017

Date

Chair's Signature

For information of Senate.

AWARDS GUIDE INFORMATION:

Award Category: In-course

Award Name: Beatrice J. Stanley Memorial Award

Awards Guide Description/Intent: This award has been established to honour the memory of Beatrice (Bea) Jane Stanley (1929-2016), who touched countless lives in her family, community, and business roles. Blessed with a naturally curious intellect, great laugh, and a realistic, optimistic view of life, she was a terrific friend, wonderful parent, and beloved family member. Bea was a champion for northern university education and her family wishes to honour that by supporting students in achieving their educational goals.

Donor: Estate of Beatrice J. Stanley

Value: minimum of \$1,250

Number: One

Award Type: Award

Eligibility: Available to a full time undergraduate student who is enrolled in his or her 2nd or 3rd year of studies. First preference will be given to a graduate of Duchess Park Secondary School. Second preference will be given to a graduate of Fraser Lake Elementary-School District Secondary School. Third preference will be given to a graduate from any high school within School Districts 57 or 91.

Criteria: Demonstrated financial need and academic proficiency.

Note: Successful applicants can receive this award more than once, subject to maintaining the criteria.

Effective Date: Established 2017

Recipient Selection: Senate Committee on Scholarships and Bursaries on recommendation by the UNBC Awards Office.

**AD HOC COMMITTEE OF SENATE
CONSIDERING MOTION S-201603.16
PROGRESS REPORT**

The Ad Hoc Committee of Senate Considering Motion S-201603.16 last met on April 4, 2017, to bring the new Registrar, Bert Annear, up to date on this committee, the motion, and how to move forward. The committee decided that the work assigned to them is complete, and that any further discussion needs to occur through the Senate Committee on Academic Appeals (SCAA) to allow that committee to make recommendations for changes after further review. The Ad Hoc Committee does not have the power to make changes to the policy and processes on Academic Appeals.

The committee agreed that SCAA would benefit from further discussion about how to break down the appeal and misconduct processes into more clear, concise, and transparent language. While the process itself may be adequate, the Ad-Hoc Committee concluded that the communication of process to both students and faculty is not adequate. The lack of clarity may make it seem that the process itself needs to change, when in fact it is the communication around the process needs improvement.

The Ad Hoc Committee found the following points are key issues in the appeals process:

- Lack of clear definition and separation of the policies and procedures for management of grade appeals, academic appeals, and academic misconduct appeals;
- Difficulty in defining what constitutes “academic” in relation to an appeal because there can be academic consequences to issues of misconduct;
- Plagiarism, one of the most common types of academic misconduct, is both a conduct issue and an academic issue. Plagiarism, is not well defined; students need to understand clearly what constitutes plagiarism;
- Lack of transparency in process causes confusion to students;
- Lack of understanding between informal and formal processes causes confusion to students;
- Conduct issues in the context of professional programs cause confusion and need to be addressed specifically. Currently, professional conduct is addressed in individual program policies, but there is nothing in UNBC’s overall policy to make clear that lack of professional conduct, as defined by the discipline/profession, constitutes misconduct. As students can be required to withdraw from their program of studies at any time in the semester for lack of professional conduct, this can have academic implications as well.

Suggestions that the committee made include:

- Post a comprehensive FAQ online in appropriate high traffic areas of the UNBC website to give clarity to how Sections 50-54 of the Undergraduate Student Calendar apply to students;
- Ensure that faculty also have easy access to this information;
- Consider adding language that is specific to graduate students;
- Create flow charts that outline the academic appeals processes to clarify some of the steps involved for students. The Ad-Hoc committee agreed that students require more ‘onboarding’ to understand the process before they make an official appeal. It is possible that UNBC4U might be a good place to house some of this information.

Priorities

Definitions

For the purposes of clarity and consistency, the following definitions were developed to guide readers through this document and to help inform further discussion on this Academic Action Plan.

Goal – this describes the anticipated result or desired end point. These statements can be more aspirational in nature.

Rationale – these are descriptions that support the necessity and practicality of the recommendations. These are the facts that describe the problem that needs to be solved to achieve the goals articulated in the plan. These facts may also be related to the efficiency, and effectiveness, or mandate achievement related to vision, mission and values. Facts can include opportunities, strengths, and barriers to achieving the overarching goals.

Recommendations – these are the means statements that would be applied to achieve the outcomes. These statements focus on critical actions that would be most important in achieving the outcomes. They imply strategic intent.

Opening recommendation on implementation

Each of the member collaborative teams engaged in Phase 2 of the Academic Action Planning process agree strongly that the time and effort invested by the University community in the recommendations contained in this report need careful and purposeful stewardship towards implementation. The collaborative teams also recognize that while we are fortunate to have developed this Academic Action Plan from the ground up, and that implementation will in many ways be the responsibility of everyone at UNBC, with the implementation of specific issues being led by particular units as appropriate, we must still recognize that overall responsibility rests with the Vice President Academic and Provost. The collaborative teams also recognize that implementation of these recommendations is complex. At times, implementation of some recommendations may fall to individual units or programs with little impact beyond those units/programs. At other times, implementation may involve the need for cross-university dialogue and transformation. The recommendations are intended as recommendations, not directives, and units involved in implementation should use them as a guide, and adjust as necessary as dialogue and implementation unfolds.

Some of the recommendations contained herein are currently ongoing. We kept these in the Academic Action Plan in order to recognize the good work that is already happening and to ensure integration of these activities into the context with the rest of the plan.

The member collaborative teams also wish to have the Director, and Office, of Integrated Planning supported in stewarding the implementation of the recommendations in this report. This includes attention to the recommendations themselves, and also to our suggested prioritization of these recommendations.

Recommendation

Following approval by Senate, it is the recommendation of the member collaborative teams engaged in Phase 2 of the Academic Action Planning process that an Academic Action Plan Advisory Committee be created that is committed to supporting the successful integration of these proposals into the Integrated University Plan, Strategic Road Map, and Annual Action Plans and

to continue to provide support, feedback, and advice as the University community works towards the implementation of the recommendations. Specifically, the Academic Action Plan Advisory Committee has the following mandate and characteristics:

- a. *Provide monitoring of the recommendations contained in the three sections of this report and organized under the priorities identified herein;*
- b. *Support the Director, and Office, of Integrated Planning in the work of stewarding the implementation of the recommendations contained in this report;*
- c. *Where needed, provide advice to individual units and the Vice-President Academic and Provost, on additional strategic direction for prioritizing implementation around the recommendations contained in this report;*
- d. *Where needed, advise, guide, organize, or support collaborative processes to assist individual units or cross-university activities in their work towards implementation of the recommendations contained in this report;*
- e. *That membership be limited to approximately nine individuals comprised of four representatives from the Phase 2 Academic Action Planning Collaborative Teams for continuity, and five additional individuals with representation from each of faculty, staff, students, and administration;*
- f. *That these five additional individuals be selected as follows: the faculty representative be elected from among members of the Faculty Association, the staff representative be elected from all staff groups, the two student representatives be suggested by their respective undergraduate and graduate student societies, and that the administrator be suggested by the President;*
- g. *That the committee Chair be determined by its membership;*
- h. *That the Academic Action Plan Advisory Committee be part of a two-way reporting process developed in collaboration with the Vice-President Academic and Provost and the Office of Integrated University Planning; and*
- i. *That the Academic Action Plan Advisory Committee has access to the annual unit action plans so as to report to the UNBC community on the overall progress made on the Academic Action Plan, including problems encountered.*

Prioritizing for Implementation

The suite of goals and recommendations comprising the Academic Action Plan work together to advance and accomplish our collective mission and vision for UNBC. Prioritizing these goals and recommendations into broad sets is meant to maintain their integration while enabling their fulsome implementation over time. The priority is not given so as to rank their relative importance for selecting one or another for action, nor is it meant to be a strict linear sequencing. Action can happen on multiple fronts and in many cases concurrently. In other cases, and for efficiency, certain steps are needed before others. Therefore,