

## SENATE MEETING PUBLIC SESSION AGENDA

October 25, 2017  
3:30 – 5:30 PM

Senate Chambers (Room 1079 Charles J McCaffray Hall)

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**1.0 Acknowledgement of Territory**

**2.0 S-201710.01**

**Approval of the Agenda †**

Page 1

That the agenda for the October 25, 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-201710.02**

**Approval of Senate Minutes**

Page 6

That the minutes of the September 27, 2017 Public Session of Senate be approved as presented.

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

**4.1 Steering Committee of Senate (15 minutes)**

Regular

**S-201709.26**

**Change to the Senate Handbook – Terms of Reference for the Senate Committee on Academic Affairs**

Page 60

That, on the recommendation of the Steering Committee of Senate, the terms of reference for the Senate Committee on Academic Affairs be approved as proposed,  
Effective Date: Upon the approval of Senate

**5.0 President's Report**

**6.0 Report of the Provost (5 minutes)**

**Dr. Ryan**

6.1 External Program Reviews

**7.0 Report of the Registrar (5 minutes)**

**Mr. Annear**

7.1 Process regarding deleted and parked courses

Page 65

The process for letting go of courses (park/delete) approved by Senate on May 25, 2011 is included in the meeting package for information.

8.0	Question Period (10 minutes)	
9.0	Removal of Motions from the Consent Agenda	Mr. Searle
10.0	Committee Reports	
10.1	Senate Committee on Academic Affairs (15 minutes)	Dr. Ryan

**“For Approval” Items:**

- Page 68** An Executive Summary from the School of Education is included for information.
- Regular **S-201710.03**  
**Change(s) to the Education Diploma in First Nations Language and Culture**  
**Page 69** That, on the recommendation of the Senate Committee on Academic Affairs, the change(s) to the Education Diploma in First Nations Language and Culture (Elementary Years), on pages 102-103 (in the print or PDF calendar accessible on the UNBC web page) of the 2017/2018 undergraduate calendar, be approved as proposed.  
 Effective date: January 2018
- Regular **S-201710.04**  
**Change(s) to Program Requirements - Biochemistry & Molecular Biology (BSc Program)**  
**Page 75** That, on the recommendation of the Senate Committee on Academic Affairs, the change(s) to the Program Requirements for Biochemistry & Molecular Biology (BSc Program), on page 68-69 of the 2017/2018 graduate / undergraduate calendar, be approved as proposed.  
 Effective date: September 2018
- Page 78** A covering memo for the changes to the Environmental Engineering program is included in the meeting package for information.
- Regular **S-201710.05**  
**Changes to Prerequisites/Co-requisites - ENGR 110-3**  
**Page 79** That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites/co-requisites for ENGR 110-3, on page 238 of the 2017/2018 undergraduate calendar, be approved as proposed.  
 Effective date: September 2017
- Regular **S-201710.06**  
**Changes to Prerequisites/Co-requisites - ENGR 117-3**  
**Page 81** That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites/co-requisites for ENGR 117-3, on page 238 of the 2017/2018 undergraduate calendar, be approved as proposed.  
 Effective date: September 2017
- Regular **S-201710.07**  
**Changes to Prerequisites/Co-requisites - ENGR 151-1**  
**Page 83** That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites/co-requisites for ENGR 151-1, on page 238 of the 2017/2018 undergraduate calendar, be approved as proposed.  
 Effective date: September 2017
- Regular **S-201710.08**  
**Changes to Prerequisites/Co-requisites - ENGR 152-1**  
**Page 85** That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites/co-requisites for ENGR 152-1, on page 238 of the 2017/2018 undergraduate calendar, be approved as proposed.  
 Effective date: September 2017

- Regular **S-201710.09**  
**Changes to Prerequisites/Co-requisites – ENGR 210-3**  
 Page 87 That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the course prerequisites/co-requisites for ENGR 210-3, on page 238 of the 2017/2018 undergraduate calendar, be approved as proposed.  
 Effective date: September 2017
- Regular **S-201710.10**  
**Changes to Course Description and Prerequisites/Co-requisites – ENGR 217-3**  
 Page 89 That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the course description and prerequisites/co-requisites for ENGR 217-3, on page 238 of the 2017/2018 undergraduate calendar, be approved as proposed.  
 Effective date: September 2017
- Regular **S-201710.11**  
**Changes to Course Description and Prerequisites/Co-requisites – ENGR 220-3**  
 Page 91 That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the course description and prerequisites/co-requisites for ENGR 220-3, on page 239 of the 2017/2018 undergraduate calendar, be approved as proposed.  
 Effective date: September 2017
- Regular **S-201710.12**  
**Changes to Course Title/Prefix - ENSC 417-6**  
 Page 93 That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the course title/prefix for ENSC 417-6, on page 242 of the 2017/2018 undergraduate calendar, to ENGR 417-6 be approved as proposed.  
 Effective date: September 2017
- Regular **S-201710.13**  
**Removal of the Semester Designation of UBC Courses Listed - UBC/UNBC Joint Environmental Engineering Program**  
 Page 95 That, on the recommendation of the Senate Committee on Academic Affairs, the removal of the semester designation of the UBC courses listed in the UBC/UNBC Joint Environmental Engineering Program, on page 114 of the 2017/2018 undergraduate calendar, be approved as proposed.  
 Effective date: September 2017
- Regular **S-201710.14**  
**Change to the List of Technical Electives Available at UNBC for the UBC Portion of the Curriculum - UBC/UNBC Joint Environmental Engineering Program**  
 Page 98 That, on the recommendation of the Senate Committee on Academic Affairs, the change to the list of Technical Electives available at UNBC for the UBC portion of the curriculum in the UBC/UNBC Joint Environmental Engineering Program, on page 114 of the 2017/2018 undergraduate calendar, be approved as proposed.  
 Effective date: January 2018

**10.2 Senate Committee on Admissions and Degrees (5 minutes) Mr. Annear**

**“For Approval” Item:**

Page 100 An Executive Summary from the School of Education is included for information

- Regular **S-201710.15**  
**Change(s) to the Bachelor of Education Admissions Deadline**  
 Page 101 That, on the recommendation of the Senate Committee on Admissions and Degrees, the change(s) to the Bachelor of Education admissions deadline, on page 96 (in the [print](#) or PDF calendar accessible on the UNBC web page) of the 2017/2018 undergraduate calendar, be approved as proposed.  
 Effective date: September 2017

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-201710.16**

**Revision to Canada 150th Anniversary International Scholarship**

Page 103 That, on the recommendation of Senate Committee on Scholarships and Bursaries, the Revised Terms and Conditions for the Canada 150th Anniversary International Scholarship be approved.  
Effective Date: 2017-2018 Academic Year

Regular **S-201710.17**

**Suspension of Youth In Care Tuition Waiver**

Page 105 That, on the recommendation of Senate Committee on Scholarships and Bursaries, the Terms and Conditions for the Youth In Care Tuition Waiver be suspended.  
Effective Date: 2017-2018 Academic Year

**“For Information” Items:**

**SCSB 20170927.03** (approved)

**New Inspiring Women Among Us (IWAU) Award – Quesnel Campus**

Page 113 That the new Terms and Conditions for the Inspiring Women Among Us (IWAU) Award – Quesnel Campus be approved.  
Effective Date: 2017-2018 Academic Year

**SCSB20170927.04** (approved)

**New Paul Madak Award**

Page 115 That the new Terms and Conditions for the Paul Madak Award be approved.  
Effective Date: 2017-2018 Academic Year

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

**“For Approval” Items:**

**10.5.1 Senate Committee Vacancies**

Page 117 A list of current Senate committee vacancies is included in the meeting package for information.

Regular **S-201710.18**

**Recommendation of Senate Committee Members to Senate**

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

Effective date: Immediately upon approval by Senate

**SENATE COMMITTEE POSITION TO BE FILLED**

(except as otherwise noted, all terms begin immediately)

**CANDIDATE**

**STEERING COMMITTEE OF SENATE**

Faculty Senator (03/31/2018)

Sylvia Barton

**“For Information” Item:**

Research Chair Elected by Senate to serve on the Search Committee for the Vice President, Research and Graduate Programs effective October 6, 2017:

Research Chair – Dr. Philip Owens

- 10.6 **Steering Committee of Senate** *(no material)*
- 11.0 **Approval of Motions on the Consent Agenda**
- 12.0 **Information** *(no material)*
- 13.0 **Other Business** *(no material)*
- 14.0 **S-201710.19** *(15 minutes)*  
**Move to In Camera Session**  
That the meeting move In Camera.
- 15.0 **S-201710.27**  
**Adjournment**  
That the Senate meeting be adjourned.



Motion Number (assigned by SCS): S-201709.26

**STEERING COMMITTEE OF SENATE**

**PROPOSED MOTION**

**Motion:** That the terms of reference for the Senate Committee on Academic Affairs be approved as proposed.

**Effective Date:** Upon the approval of Senate

**Proposed by:** Heather Sanford, University Secretary

**Faculty / Academic Department:** Office of the University Secretariat

**Implications for Other Programs / Faculties:** None

**Rationale:** 1) With the proposed dissolution of the Senate Committee on Regional Policy and Inter-Institutional Relations, SCAAF can take on the duties of SCRPIIR. 2) Divide the terms of reference into what SCAAF should review and consider, and to advise or make recommendations to Senate on AND what SCAAF can approve on behalf of Senate. 3) Change in membership 4) change in quorum requirements.

**Attachments:** The proposed terms of reference and the current terms of reference for SCAAF are attached. Annotations have been included.

**TO BE COMPLETED AFTER SCS MEETING**

**Brief Summary of Committee Debate:**

**Motion No.:** SCS201709.04

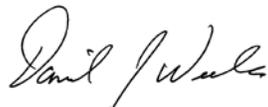
**Moved by:** A. Blanding

**Seconded by:** B. Menounos

**Committee Decision:** CARRIED

**Attachments:** 4 pages

**Approved by SCRPIIR:** September 20, 2017  
Date

  
Chair's Signature

**For recommendation to** ✓ **, or information of** \_\_\_\_\_ **Senate.**

## SENATE COMMITTEE ON ACADEMIC AFFAIRS (SCAAF)

### Terms of Reference:

1. To review and consider, and to advise or make recommendations to Senate with respect to:
  - (a) academic planning, including review and assessment of existing undergraduate and graduate programs and recommendations for expansion, curtailment or discontinuance
  - (b) Program Review - process, outcomes and reporting, and response or follow-up
  - (c) matters of particular importance to the UNBC's regional mandate
  - (d) activities of the Centre for Teaching, Learning and Technology, and teaching related issues and supports
  - (e) enrolment Management
  - (f) activities of the Library, and teaching related issues and supports
  - (g) new undergraduate or graduate programs, or significant modifications to programs
  - (h) enactment or revision of undergraduate and graduate academic regulations
  - (i) matters concerning undergraduate and graduate research and research policy
  - (j) establishment of Research Chairs
2. To **approve** on behalf of, and report to Senate on:
  - (a) agreements and relationships with other post-secondary institutions in Canada or anywhere in the world, including, affiliation agreements, pathway, transfer and articulation agreements, and including memorandums of understanding or letters of intent with educational institutions, where such agreements contain specific commitments for educational programming, and to refer such Agreements to the Board of Governors as appropriate
  - (b) all proposed new courses, course deletions, course changes and minor program revisions
  - (c) the integrated delivery of graduate course and undergraduate courses
  - (d) Continuing Studies credit courses, as referred by the SCAAF – Continuing Studies Credit Committee
  - (e) research grant in lieu of salary requests
  - (f) policies, revisions and initiatives related to:
    - (i) conservation of heritage objects and collections as referred by the SCAAF Art Acquisitions Committee, and to approve and recommend to the Board of Governors specific acquisitions, dispositions or decommissioning, as referred by AAC
    - (ii) animal care and use, as recommended by the SCAAF Committee on Animal Care & Use, for referral to the Board of Governors for approval
    - (iii) scheduling as referred by the SCAAF Committee on Academic Scheduling
    - (iv) biohazards, as recommended by the SCAAF Biohazard's Committee, for referral to the Board of Governors for approval
    - (v) research ethics, as recommended by the SCAAF Research Ethics Board

**Commented [s1]:** Heading added to partition those items / issues about which SCAAF provides advice and input and makes recommendations from those items over which SCAAF will exercise decision making authority (s.2) and report to Senate

**Commented [s2]:** From SCRPIIR T of R

**Commented [s3]:** From SCRPIIR and from current SCAAF T of R bullets 12 & 13

**Commented [s4]:** These provisions create a link in the SCAAF T of R to the work of the current sub-committees of SCAAF

**Commented [s5]:** Proposed – 26 voting members (currently 24)

### Membership:

- President (*ex officio*)  
Provost (Chair)  
Vice President, Research and Graduate Programs (Vice Chair)  
University Librarian  
Dean, College of Arts, Social and Health Sciences  
Dean, College of Science and Management  
Dean, Regional Programs  
Four Faculty Senators  
Four Faculty Members (all who may be Senators), including:
  - (a) Faculty Member — CASHS
  - (b) Faculty Member — CSAM
  - (c) Faculty Member — Regional
  - (d) Faculty Member — Professional Program

Four Students (all who may be Senators), including:

- (a) Graduate Student — CASHS
- (b) Graduate Student — CSAM
- (c) Undergraduate Student — CASHS
- (d) Undergraduate Student — CSAM

One Lay Senator

One Regional Senator

One Representative from Wilp Wilxo'oskwhl Nisga

Director, Business Services and Continuing Studies

Director, International Education

Director, Centre for Teaching, Learning and Technology

Vice Provost, Student Recruitment

Secretary of Senate (non-voting)

Commented [s6]: Added here b/c of dissolution of SCRPIIR

Commented [s7]: Title change

Commented [s8]: Proposed

**Chair:**

Provost

**Committee and**

**Recording Secretary:**

Governance Officer

**Quorum:**

Majority – must include at least 3 faculty members and 1 student

Commented [s9]: Because of increase in decision making authority – advise adding a faculty quorum requirement. # of students entitled to participate remains the same – but reduction in # of students required for quorum recommended as this can be challenging, in particular in the summer months

**Reporting Month:**

September

**Sub-Committees:**

SCAAF Art Acquisition Subcommittee  
SCAAF Continuing Studies Credit Committee  
SCAAF Research Ethics Board  
SCAAF Subcommittee on Academic Scheduling  
SCAAF Subcommittee on Animal Care and Use  
SCAAF Subcommittee on Curriculum and Calendar  
Biohazards Committee

## SENATE COMMITTEE ON ACADEMIC AFFAIRS (SCAAF)

### Terms of Reference:

- To be responsible for advising Senate on academic planning at UNBC. Commented [s1]: 1(a)
- To consider and make recommendations to Senate on new undergraduate and graduate programs and major modifications to existing undergraduate and graduate programs. Commented [s2]: 1(g)
- To consider and make recommendations to Senate on course additions or deletions. Commented [s3]: 2(b)
- To receive and evaluate recommendations from the SCAAF Continuing Studies Credit Committee and to forward recommendations concerning the recommended courses to Senate for approval. Commented [s4]: 2(d)
- To consider and make recommendations to Senate on new and revised Undergraduate and Graduate Academic Regulations. Commented [s5]: 1(h)
- To review periodically the activities of the Centre for Teaching and Learning and make recommendations on the Centre to Senate and to address any other Senate related teaching matter. Commented [s6]: 1(d)
- To be responsible for the development and implementation of a program review process, and to make recommendations to Senate relating to the outcome of reviews. Commented [s7]: 1(b)
- To review, for approval or recommendation as appropriate, affiliation agreements with other institutions. Commented [s8]: 2(a)
- To review and make recommendations to Senate on existing undergraduate and graduate programs for purposes of assessment and possible expansion, curtailment, or discontinuance. Commented [s9]: 2(b)
- To recommend to Senate graduate courses which are cross-listed with undergraduate courses. Commented [s10]: 2(c)
- To advise on enrolment management issues. Commented [s11]: 1(e)
- To consider and advise Senate on matters relating to the internationalization of the University community. Commented [s12]: 2(a)
- To facilitate the development of academic agreements between UNBC and various international partners. Commented [s13]: 2(a)
- To review and advise Senate on current international agreements and exchanges and make recommendations regarding their renewal. Commented [s14]: 2(a)
- To approve, in exceptional and extraordinary circumstances, external international proposals; and to report to Senate as soon as practicable such approvals and the justification for them. Commented [s15]: 2(a)
- To review from time to time the operation of the Library, for report to Senate. Commented [s16]: 1(f)
- To establish policies regarding the conservation of heritage objects and collections that are owned by or in the possession of the university or any of its faculties, divisions, departments or other agencies. Commented [s17]: 2(f)(i)
- To advise Senate on all matters concerning undergraduate and graduate research and research policy at the University. Commented [s18]: 1(i)
- To recommend to Senate the establishment of Research Chairs. Commented [s19]: 1(j)

**Membership:** Commented [s20]: Currently 24 voting members

- President (*ex officio*)
- Provost (Chair)
- Vice President, Research and Graduate Programs (Vice Chair)
- University Librarian
- Dean, College of Arts, Social and Health Sciences
- Dean, College of Science and Management
- Dean, Regional Programs
- Four Faculty Senators
- Four Faculty Members (all who may be Senators), including:
  - a) Faculty Member — CASHS
  - b) Faculty Member — CSAM
  - c) Faculty Member — Regional
  - d) Faculty Member — Professional Program

Four Students (all who may be Senators), including:

- a) Graduate Student — CASHS
- b) Graduate Student — CSAM
- c) Undergraduate Student — CASHS
- d) Undergraduate Student — CSAM

One Lay Senator

One Regional Senator

Director, Ancillary Services and Continuing Studies

Director, International Education

Vice Provost Student Recruitment

Secretary of Senate (non-voting)

**Chair:** Provost

**Committee and  
Recording Secretary:** Governance Officer

**Quorum:** Majority, including at least one undergraduate student and one graduate student

**Reporting Month:** September

**Sub-Committees:** SCAAF Art Acquisition Subcommittee  
SCAAF Continuing Studies Credit Committee  
SCAAF Research Ethics Board  
SCAAF Subcommittee on Academic Scheduling  
SCAAF Subcommittee on Animal Care and Use  
SCAAF Subcommittee on Curriculum and Calendar  
Biohazards Committee



Motion Number (assigned by Steering Committee of Senate): S-201105.04

**SENATE COMMITTEE ON ACADEMIC POLICY AND PLANNING**

**PROPOSED MOTION**

**Motion:** That the process for letting go of courses listed in the UNBC calendar described in the attached document be approved as proposed.

**Effective Date:** July 2011

**Made by:** Dr. M. Dale, Provost

**College / Academic Department:** Not applicable

**Program:** Not applicable.

**Implications for Other Programs / Faculties?** Implications for all Programs at UNBC

**Rationale:** There are many courses in the UNBC calendar that have not been taught in a number of years; this list of offerings needs to be pared to reflect what is actually offered.

**College Council / Committee Motion Number:** Not applicable

**College Council / Committee Approval Date:** Not applicable

**Attachment Pages (if applicable):** 2 pages

**INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC POLICY AND PLANNING MEETING**

**Brief Summary of Committee Debate:** A motion to approve this motion in principle was carried, pending consideration of revisions proposed by SCAPP.

**Motion No.:** SCAPP201105.03

**Moved by:** J. Young

**Seconded by:** D. Ryan

**Committee Decision:** CARRIED.

**Approved by SCAPP:** May 4, 2011  
Date

  
Acting Chair's Signature

**For recommendation to**  **, or information of** \_\_\_\_\_ **Senate.**

## Letting Go of Courses at UNBC

The primary purpose of letting go of courses that are listed in the calendar but are not being offered is to provide reliable information on what courses actually are and will be available. It is also designed to encourage programs to review their course offerings and the various factors that determine what should be offered.

The proposal is a combination of “Parking” inactive courses after three years, as is done at Memorial University, and subsequent permanent deletion after another three years.

### Parking:

1. By the first working day in July the Registrar’s office compiles a list of courses that have not been offered in the last three years, or have had no enrolment, and are not proposed for the coming year.

This list will not include Special Topics courses but will include graduate courses.

2. This list is distributed to the Provost, the Deans, and the Chairs.
3. The Chairs of academic units responsible for the courses may provide a written justification, after discussion within the academic unit, to their Dean by the end of September as to why a course should remain on the active list.
4. For any course that is not supported by both the Chair and the Dean, the course is “parked” and does not appear in the Calendar’s list of courses, but will appear in the on-line appendix of parked courses. This includes any courses that a Chair has not provided justification to keep.
5. A course that is “parked” may be taught, and a Chair may request that a “parked” course be returned to the calendar, based on the expectation that it will be regularly offered in the future.
6. A course may be reactivated from the “parked” list, but it will not be reinstated in the calendar unless it is expected to be offered on a regular basis.

### Deletion:

1. By the first working day in July the Registrar’s office compiles a list of courses that have been parked and inactive for three years and are not proposed for the coming year.

2. This list is distributed to the Provost, the Deans, and the Chairs.
3. The Chairs of academic units responsible for the courses may provide a written justification, after appropriate discussions with their units, to their Dean by the end of September as to why a course should not be deleted.
4. For any course that is not supported by both the Chair and the Dean, a course deletion form is taken to October College Council and voted on. This includes any courses that a Chair has not provided justification to keep.
5. The Dean (or his or her delegate) provides course deletion forms for the courses on the list of courses to be deleted to SCAPP for consideration by SCAPP and Senate.

Reasons that may be appropriate for keeping a course include but are not limited to:

- The regular instructor is on leave.
- The course is offered every second year and circumstances caused one year to be skipped but the intention is to return to offering it every second year.
- The course is a key component of a degree that is currently not being offered, but is expected to be reactivated in the near future.
- The course has had low enrollment because of scheduling conflicts.

In addition to the procedure described here, academic units are encouraged to review their course offerings regularly and to delete courses that are not offered, that have anomalously low enrolments, or that have ceased to be essential to the academic integrity of any program.

## Executive Summary for School of Education

**DTSC language** (calendar clean up and academic program addition)

Rationale: New language program for the Developmental Standard Teaching Certificate program being delivered on Haida Gwai'i. This section should be added right after the "Gitksanimx and Nisga'a" section (which is appearing under a separate motion). Additionally, there is one course missing under "Professional Education Coursework (Gitksanimx and Nisga'a)" and one incorrect course so we would like it added to ensure that the students have enough credits to bridge into the BEd program and take the appropriate practicum course.

Motion Number (assigned by  
Steering Committee of Senate): S-201710.03

## SENATE COMMITTEE ON ACADEMIC AFFAIRS

### PROPOSED REVISION OF CALENDAR ENTRY

**Motion:** That the change(s) to the Education Diploma in First Nations Language and Culture (Elementary Years), on pages 102-103 (in the print or PDF calendar accessible on the UNBC web page) of the 2017/2018 undergraduate calendar, be approved as proposed.

1. **Effective date:** January 2018

2. **Rationale for the proposed revisions:** New language program for the Developmental Standard Teaching Certificate program being delivered on Haida Gwai'i. This section should be added right after the "Gitksanimx and Nisga'a" section (which is appearing under a separate motion). Additionally, there is one course missing under "Professional Education Coursework (Gitksanimx and Nisga'a)", and we would like it added to ensure that the students have enough credits to bridge into the BEd program and take the appropriate practicum/seminar course. Lastly, there is one course incorrectly titled (EDUC 446-2).

It should be noted that the Education courses listed here have been approved previously by the outside accrediting agency (BC Teachers' Council) and by UNBC Senate. The DSTC students for Haida Gwai'i will enter the Northwest Region BEd program which is slightly different than the Prince George program.

3. **Implications of the changes for other programs, etc., if applicable:** None

4. **Reproduction of current Calendar entry for the item to be revised:**

### Program Requirements

#### First Nations Studies Credit Hours

*The required First Nations Studies credits can be met by completing a Diploma in First Nations Language. Students will need to include the following First Nations Studies language, linguistics and culture courses in their program of study:*

*Language (33 credit hours):*

*A First Nations Language: Levels 1-4:*

<i>FNST 131-3</i>	<i>A First Nations Language: Level 1</i>
<i>FNST 132-3</i>	<i>A First Nations Language: Level 2</i>
<i>FNST 231-3</i>	<i>A First Nations Language: Level 3</i>
<i>FNTS 232-3</i>	<i>A First Nations Language: Level 4</i>
<i>or Gitksanimx:</i>	
<i>FNST 143-3</i>	<i>Gitksanimx: Level 1</i>
<i>FNST 144-3</i>	<i>Gitksanimx: Level 2</i>
<i>FNST 243-3</i>	<i>Gitksanimx: Level 3</i>
<i>FNTS 244-3</i>	<i>Gitksanimx: Level 4</i>
<i>or Nisga'a:</i>	
<i>FNST 139-3</i>	<i>Nisga'a Language: Level 1</i>
<i>FNST 140-3</i>	<i>Nisga'a Language: Level 2</i>

FNST 239-3 Nisga'a Language: Level 3  
 FNST 240-3 Nisga'a Language: Level 4  
 or levels 1-4 in Sm'algyax:  
 FNST 137-3 Tsimshain Language (Sm'algyax): Level 1  
 FNST 138-3 Tsimshain Language (Sm'algyax): Level 2  
 FNST 237-3 Tsimshain Language (Sm'algyax): Level 3  
 FNST 238-3 Tsimshain Language (Sm'algyax): Level 4  
 or levels 1-4 in Dakelh / Carrier:  
 FNST 133-3 Dakelh / Carrier Language: Level 1  
 FNST 134-3 Dakelh / Carrier Language: Level 2  
 FNST 233-3 Dakelh / Carrier Language: Level 3  
 FNST 234-3 Dakelh / Carrier Language: Level 4  
 or levels 1-4 in Tsilhqot'in:  
 FNST 145-3 Tsilhqot'in Language: Level 1  
 FNST 146-3 Tsilhqot'in Language: Level 2  
 FNST 245-3 Tsilhqot'in Language: Level 3  
 FNST 246-3 Tsilhqot'in Language: Level 4

and

FNST 223-3 First Nations Language Immersion\*  
 FNST 321-3 First Nations Advanced Composition and Conversation, Level 1  
 FNST 322-3 First Nations Advanced Composition and Conversation, Level 2  
 FNST 324-3 Advanced First Nations Language Immersion\*  
 FNST 325-3 First Nations Language Mentoring\*  
 FNST 421-3 First Nations Song and Poetry  
 FNST 422-3 First Nations Speeches and Stories

Linguistics (9 credit hours):

FNST 220-3 Introduction to Linguistics  
 FNST 320-3 The Structure of a First Nations Language  
 FNST 420-3 Developing Language Materials

Culture Studies (9 credit hours):

FNST 161-3 First Nations Culture: Level 1  
 or Gitksan: FNST 173-3 Gitksan Culture: Level 1  
 or Nisga'a: FNST 169-3 Nisga'a Culture: Level 1  
 or Sm'algyax: FNST 167-3 Tsimshian Culture: Level 1  
 or Dakelh / Carrier FNST 163-3 Dakelh / Carrier Culture: Level 1  
 FNST 162-3 First Nations Culture: Level 2  
 or Gitksan: FNST 174-3 Gitksan Culture: Level 2  
 or Nisga'a: FNST 170-3 Nisga'a Culture: Level 2  
 or Sm'algyax: FNST 168-3 Tsimshian Culture: Level 2  
 or Dakelh / Carrier FNST 164-3 Dakelh / Carrier Culture: Level 2  
 FNST 217-3 Contemporary Challenges Facing Aboriginal  
 Communities

## General Academic Coursework

The required general academic coursework of 18 credit hours can be met with the following courses (some of these credit hours may be completed as part of the Diploma in First Nations Language):

- 3 credit hours English Composition- (Suggested: ENGL 170-3 or equivalent)
- 3 credit hours English Literature- (Suggested: ENGL 103-3, ENG 120-3, ENGL 210-3, ENGL 260-3 or equivalent)
- 3 credit hours Mathematics- (Suggested: MATH 190-4 or equivalent)
- 3 credit hours Lab Sciences- (Suggested: BIOL 103-3 and BIOL 123-1, or BIOL 110-3 and BIOL 111-1, or equivalent)
- 6 credit hours of Canadian Studies, including 3 credit hours of Canadian History or Canadian Geography plus 3 credit hours of Canadian Studies (Suggested: FNST 100-3, GEOG 200-3, GEOG 203-3, HIST 210-3, HIST 211-3 or equivalent)

## Professional Education Coursework (Gitksanimx and Nisga'a)

EDUC 333-2 *Learning, Development and Motivation*  
EDUC 336-3 *Learning and Diversity: Inclusive Classrooms/Learning Disabilities*  
EDUC 341-2 *Principles of Inquiry-Based Instruction*  
EDUC 342-2 *Social Dynamics of Classrooms*  
EDUC 351-2 *Curriculum and Instruction: Second Language*  
EDUC 356-2 *Language and Literacy Development*  
EDUC 446-2 *Aboriginal Education: Epistemology*  
EDUC 390-3 *Classroom Practice and Seminar 1*  
EDUC 391-3 *Classroom Practice and Seminar 2*

## Professional Education Coursework (Ts'msyen Sm'algyax and Nak'azdli Dakelh / Carrier)

EDUC 380-3 *Foundations of Education*  
EDUC 333-2 *Learning Development and Motivation*  
EDUC 341-2 *Principles of Instruction Social*  
EDUC 342-2 *Dynamics of Classrooms*  
EDUC 351-2 *Curriculum and Instruction: Second Language*  
EDUC 356-2 *Language and Literacy Development*  
EDUC 446-2 *Aboriginal Education: Epistemology*  
EDUC 435-2 *Learning and Diversity: Inclusive Classrooms*  
EDUC 390-3 *Classroom Practice and Seminar 1*  
EDUC 392-3 *Classroom Practice and Seminar: First Nations Language and Culture*

### 5. Proposed revision with changes underlined and deletions indicated clearly using "strikethrough":

## Program Requirements

### First Nations Studies Credit Hours

The required First Nations Studies credits can be met by completing a Diploma in First Nations Language. Students will need to include the following First Nations Studies language, linguistics and culture courses in their program of study:

Language (33 credit hours):

A First Nations Language: Levels 1-4:

FNST 131-3      A First Nations Language: Level 1  
FNST 132-3      A First Nations Language: Level 2  
FNST 231-3      A First Nations Language: Level 3  
FNST 232-3      A First Nations Language: Level 4

or Gitksanimx: Levels 1-4:

FNST 143-3      Gitksanimx: Level 1  
FNST 144-3      Gitksanimx: Level 2  
FNST 243-3      Gitksanimx: Level 3  
FNST 244-3      Gitksanimx: Level 4

or Nisga'a: Levels 1-4:

FNST 139-3      Nisga'a Language: Level 1  
FNST 140-3      Nisga'a Language: Level 2  
FNST 239-3      Nisga'a Language: Level 3  
FNST 240-3      Nisga'a Language: Level 4

or ~~levels 1-4~~ in Sm'algyax: Levels 1-4:

FNST 137-3      Tsimshain Language (Sm'algyax): Level 1  
FNST 138-3      Tsimshain Language (Sm'algyax): Level 2  
FNST 237-3      Tsimshain Language (Sm'algyax): Level 3

FNTS 238-3 Tsimshain Language (Sm'algyax): Level 4  
 or ~~levels 1-4 in~~ Dakelh / Carrier: Levels 1-4:  
 FNST 133-3 Dakelh / Carrier Language: Level 1  
 FNST 134-3 Dakelh / Carrier Language: Level 2  
 FNST 233-3 Dakelh / Carrier Language: Level 3  
 FNTS 234-3 Dakelh / Carrier Language: Level 4  
 or ~~levels 1-4 in~~ Tsilhqot'in: Levels 1-4:  
 FNST 145-3 Tsilhqot'in Language: Level 1  
 FNST 146-3 Tsilhqot'in Language: Level 2  
 FNST 245-3 Tsilhqot'in Language: Level 3  
 FNTS 246-3 Tsilhqot'in Language: Level 4

and

FNST 223-3 First Nations Language Immersion\*  
 FNST 321-3 First Nations Advanced Composition and Conversation, Level 1  
 FNST 322-3 First Nations Advanced Composition and Conversation, Level 2  
 FNST 324-3 Advanced First Nations Language Immersion\*  
 FNST 325-3 First Nations Language Mentoring\*  
 FNST 421-3 First Nations Song and Poetry  
 FNST 422-3 First Nations Speeches and Stories

Linguistics (9 credit hours):

FNST 220-3 Introduction to Linguistics  
 FNST 320-3 The Structure of a First Nations Language  
 FNST 420-3 Developing Language Materials

Culture Studies (9 credit hours):

One of the following:

FNST 161-3 First Nations Culture: Level 1  
 or Gitksan: FNST 173-3 Gitksan Culture: Level 1  
 or Nisga'a: FNST 169-3 Nisga'a Culture: Level 1  
 or Sm'algyax: FNST 167-3 Tsimshian Culture: Level 1  
 or Dakelh / Carrier FNST 163-3 Dakelh / Carrier Culture: Level 1

One of the following:

FNST 162-3 First Nations Culture: Level 2  
 or Gitksan: FNST 174-3 Gitksan Culture: Level 2  
 or Nisga'a: FNST 170-3 Nisga'a Culture: Level 2  
 or Sm'algyax: FNST 168-3 Tsimshian Culture: Level 2  
 or Dakelh / Carrier FNST 164-3 Dakelh / Carrier Culture: Level 2

And

FNST 217-3 Contemporary Challenges Facing Aboriginal  
 Communities

## General Academic Coursework

The required general academic coursework of 18 credit hours can be met with the following courses (Some of these credit hours may be completed as part of the Diploma in First Nations Language):

- 3 credit hours English Composition- (Suggested: ENGL 170-3 or equivalent)
- 3 credit hours English Literature--(Suggested: ENGL 103-3, ENGL 120-3, ENGL 210-3, ENGL 260-3 or equivalent)
- 3 credit hours Mathematics--(Suggested: MATH 190-4 or equivalent)
- 3 credit hours Lab Sciences--(Suggested: BIOL 103-3 and BIOL 123-1, or BIOL 110-3 and BIOL 111-1, or equivalent)
- 6 credit hours of Canadian Studies, including 3 credit hours of Canadian History or Canadian Geography plus 3 credit hours of Canadian Studies (Suggested: FNST 100-3, GEOG 200-3, GEOG 203-3, HIST 210-3, HIST 211-3 or equivalent)

## Professional Education Coursework (Gitksanimx and Nisga'a)

*EDUC 333-2 Learning, Development and Motivation*  
*EDUC 336-3 Learning and Diversity: Inclusive Classrooms/Learning Disabilities*  
*EDUC 341-2 Principles of Inquiry-Based Instruction*  
*EDUC 342-2 Social Dynamics of Classrooms*  
*EDUC 351-2 Curriculum and Instruction: Second Language (EY)*  
*EDUC 356-2 Language and Literacy Development (EY)*  
*EDUC 380-3 Foundations of Education*  
~~*EDUC 446-2 Aboriginal/Indigenous Education: Epistemology*~~  
*EDUC 390-3 Classroom Practice and Seminar 1*  
~~*EDUC 391-3 Classroom Practice and Seminar 2*~~  
*EDUC 392-3 Classroom Practice and Seminar: First Nations Language and Culture*  
~~*EDUC 446-2 Aboriginal/Indigenous Education: Epistemology*~~

## Professional Education Coursework (Skidegate Haida)

*EDUC 333-2 Learning Development and Motivation*  
*EDUC 341-2 Principles of Inquiry-Based Instruction*  
*EDUC 342-2 Social Dynamics of Classrooms*  
*EDUC 351-2 Curriculum and Instruction: Second Language (EY)*  
*EDUC 356-2 Language and Literacy Development*  
*EDUC 380-3 Foundations of Education*  
*EDUC 390-3 Classroom Practice and Seminar 1*  
*EDUC 392-3 Classroom Practice and Seminar: First Nations Language and Culture*  
*EDUC 435-2 Learning and Diversity: Inclusive Classrooms*  
~~*EDUC 446-2 Aboriginal/Indigenous Education: Epistemology*~~

### 6. **Authorization:** (Please ignore — Section to be completed by Committee Recording Secretaries)

**Program / Academic / Administrative Unit:** School of Education

**College:** Arts, Social and Health Sciences

**College Council Motion Number:** CASHSCC.2017.09.21.03

**College Council Approval Date:** September 21, 2017

**Senate Committee on First Nations and Aboriginal Peoples Motion Number:** Not applicable

**Senate Committee on First Nations and Aboriginal Peoples Meeting Date:** Not applicable

### 7. **Other Information**

**Attachment Pages:** 0# pages 0

**INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING**

**Brief Summary of Committee Debate:**

**Motion No.:** SCAAF201710.03

**Moved by:** T. Summerville

**Seconded by:** B. Schorcht

**Committee Decision:** CARRIED as amended, with editorial revisions as recommended by the SCCC.

**Approved by SCAAF:** October 4, 2017  
**Date**



**Chair's Signature**

**For recommendation to** ✓, **or information of** \_\_\_\_\_ **Senate.**

Motion Number (assigned by  
Steering Committee of Senate): S-201710.04

**SENATE COMMITTEE ON ACADEMIC AFFAIRS**

**PROPOSED REVISION OF CALENDAR ENTRY**

**Motion:** That the change(s) to the Program Requirements for Biochemistry & Molecular Biology (BSc Program), on page 68-69 of the 2017/2018 graduate / undergraduate calendar, be approved as proposed.

1. **Effective date:** September 2018

2. **Rationale for the proposed revisions:**

In the BCMB degree program, there are currently three options listed for first year mathematics courses. The BCMB Program in recent semesters had received a number of requests from students to allow MATH 100-3 and MATH 152-3, however MATH 152-3 precludes MATH 100-3. After discussion at the program level, it was decided that BCMB majors would be required to take Calculus I and II. This motion is to remove the third option from the degree program.

3. **Implications of the changes for other programs, etc., if applicable:**

None

4. **Reproduction of current Calendar entry for the item to be revised:**

## Major in Biochemistry and Molecular Biology

The major in Biochemistry and Molecular Biology requires students to take at least 74 credit hours of Biochemistry and Molecular Biology-oriented courses, of which 33 credit hours must be upper division (i.e., 300 or 400 level). The minimum requirement for completion of a Bachelor of Science with a major in Biochemistry and Molecular Biology is 127 credit hours.

### Program Requirements

#### Lower-Division Requirements

100 Level

BIOL 103-3 Introductory Biology I

BIOL 104-3 Introductory Biology II

BIOL 123-1 Introductory Biology I Laboratory

BIOL 124-1 Introductory Biology II Laboratory

CHEM 100-3 General Chemistry I

CHEM 101-3 General Chemistry II

CHEM 120-1 General Chemistry Lab I

CHEM 121-1 General Chemistry Lab II

PHYS 100-4 Introduction to Physics I

or PHYS 110-4 Introductory Physics I: Mechanics  
PHYS 101-4 Introduction to Physics II  
or PHYS 111-4 Introductory Physics II: Waves & Electricity

One of the following three options:

MATH 100-3 Calculus I  
and MATH 101-3 Calculus II

or

MATH 105-3 Enriched Calculus  
and MATH 101-3 Calculus II

or

MATH 150-3 Finite Mathematics for Business and Economics  
and MATH 152-3 Calculus for Non-majors

Students are strongly encouraged to take MATH 100-3 or  
MATH 105-3, and MATH 101-3, for the first-year Mathematics requirement.

**5. Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

## Major in Biochemistry and Molecular Biology

The major in Biochemistry and Molecular Biology requires students to take at least 74 credit hours of Biochemistry and Molecular Biology-oriented courses, of which 33 credit hours must be upper division (i.e., 300 or 400 level). The minimum requirement for completion of a Bachelor of Science with a major in Biochemistry and Molecular Biology is 127 credit hours.

### Program Requirements

#### Lower-Division Requirements

100 Level

BIOL 103-3 Introductory Biology I

BIOL 104-3 Introductory Biology II

BIOL 123-1 Introductory Biology I Laboratory

BIOL 124-1 Introductory Biology II Laboratory

CHEM 100-3 General Chemistry I

CHEM 101-3 General Chemistry II

CHEM 120-1 General Chemistry Laboratory I

CHEM 121-1 General Chemistry Laboratory II

MATH 100-3 Calculus I

MATH 101-3 Calculus II

PHYS 100-4 Introduction to Physics I

or PHYS 110-4 Introductory Physics I: Mechanics

PHYS 101-4 Introduction to Physics II

or PHYS 111-4 Introductory Physics II: Waves & Electricity

~~One of the following two three options:~~

~~MATH 100-3 Calculus I~~

~~and MATH 101-3 Calculus II~~

or  
MATH 105-3 Enriched Calculus  
and MATH 101-3 Calculus II

or  
MATH 150-3  
Finite Mathematics for Business and Economics  
and MATH 152-3 Calculus for Non-majors  
Students are strongly encouraged to take MATH 100-3 or  
MATH 105-3, and MATH 101-3, for the first-year Mathematics  
requirement.

**6. Authorization: (Please ignore — Section to be completed by Committee Recording Secretaries)**

**Program / Academic / Administrative Unit:** Biochemistry

**College:** Science and Management

**College Council Motion Number:** CSAM CC 2017.09.14.06.11

**College Council Approval Date:** September 14, 2017

**Senate Committee on First Nations and Aboriginal Peoples Motion Number:** “not applicable”

**Senate Committee on First Nations and Aboriginal Peoples Meeting Date:** “not applicable”

**7. Other Information**

**Attachment Pages:**   #   pages (fill in number of pages, or indicate “0” if there are no attachments)

**THE MOTION FORM IS NOW COMPLETE — PLEASE DISREGARD THE BLOCK BELOW**

**INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING**

**Brief Summary of Committee Debate:**

**Motion No.:** SCAAF201710.04

**Moved by:** I. Hartley **Seconded by:** G. Payne

**Committee Decision:** CARRIED as amended, with editorial revisions as recommended by the SCCC.

**Approved by SCAAF:** October 4, 2017  
**Date**

  
**Chair's Signature**

**For recommendation to**   ✓  , **or information of**            **Senate.**

## CHANGES TO ENVIRONMENTAL ENGINEERING PROGRAM

The Environmental Engineering program has two major restrictions which require the ability to restrict registrations into the program. As it is a joint program with UBC and the number of students we can transit to UBC at the end of their second year is capped at 40, we need to be able to ensure we have spaces for the students in the Engineering courses so they may transit smoothly. It is also a competitive entry program and as such the Engineering courses in the degree should be restricted to students who have been accepted into the program. Most of the changes proposed change the pre-requisites and registration requirements to ensure the program is able to accept Engineering students.

The remaining changes are housekeeping resulting from changes in courses at UBC and the addition of a technical elective at UNBC.

Motion Number (assigned by  
Steering Committee of Senate): S-201710.05

**SENATE COMMITTEE ON ACADEMIC AFFAIRS**

**PROPOSED REVISION OF CALENDAR ENTRY**

**Motion:** That the changes to the prerequisites/co-requisites for ENGR 110-3, on page 238 of the 2017/2018 undergraduate calendar, be approved as proposed.

1. **Effective date:** Sept. 2017
2. **Rationale for the proposed revisions:**
3. **Implications of the changes for other programs, etc., if applicable:**
4. **Reproduction of current Calendar entry for the item to be revised:**

**ENGR 110-3 Technical Writing**

In this course, students acquire practical experience in engineering technical writing for a range of applications. The emphasis throughout is on clarity, precision, and consistency. Course content includes searching and referencing methods using scientific and technical literature, argument development, and document organization. Design scenarios provide the basis for student exercises.

*Prerequisites:* English 12 or equivalent

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

**ENGR 110-3 Technical Writing**

In this course, students acquire practical experience in engineering technical writing for a range of applications. The emphasis throughout is on clarity, precision, and consistency. Course content includes searching and referencing methods using scientific and technical literature, argument development, and document organization. Design scenarios provide the basis for student exercises.

*Prerequisites:* Admission to the Environmental Engineering Program and English 12 or equivalent

6. **Authorization:** (Please ignore — Section to be completed by Committee Recording Secretaries)

**Program / Academic / Administrative Unit:** Environmental Engineering

**College:** Science and Management

**College Council Motion Number:** CSAM CC 2017.09.14.06.01

**College Council Approval Date:** September 14, 2017

**Senate Committee on First Nations and Aboriginal Peoples Motion Number:** “not applicable”

**Senate Committee on First Nations and Aboriginal Peoples Meeting Date:** “not applicable”

7. **Other Information**

Attachment Pages:   #   pages

**INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING**

**Brief Summary of Committee Debate:**

**Motion No.:** SCAAF201710.05

**Moved by:** M. Dale

**Seconded by:** C. Whalen

**Committee Decision:** CARRIED



**Approved by SCAAF:** October 4, 2017  
**Date**

**Chair's Signature**

**For recommendation to   ✓  , or information of            Senate.**

Motion Number (assigned by  
Steering Committee of Senate): S-201710.06

## SENATE COMMITTEE ON ACADEMIC AFFAIRS

### PROPOSED REVISION OF CALENDAR ENTRY

**Motion:** That the changes to the prerequisites/co-requisites for ENGR 117-3, on page 238 of the 2017/2018 undergraduate calendar, be approved as proposed.

1. **Effective date:** Sept. 2017
2. **Rationale for the proposed revisions:**
3. **Implications of the changes for other programs, etc., if applicable:**
4. **Reproduction of current Calendar entry for the item to be revised:**

#### **ENGR 117-3 Engineering Design I**

This course teaches problem solving skills specific to engineering design challenges and introduces the engineering design process. Students gain experience through multiple project based design exercises. These that are complemented with relevant tours (e.g., wastewater treatment plant) and contact with the local engineering community.

*Prerequisites with concurrency:* PHYS 110-4 and MATH 100-3

*Corequisites:* ENGR 151-1

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

#### **ENGR 117-3 Engineering Design I**

This course teaches problem solving skills specific to engineering design challenges and introduces the engineering design process. Students gain experience through multiple project based design exercises. These are complemented with relevant tours (e.g., wastewater treatment plant) and contact with the local engineering community.

*Prerequisites:* Admission to the Environmental Engineering Program

*Prerequisites/Corequisites with concurrency:* PHYS 110-4 (or PHYS 115-4 or PHYS 100-4), and MATH 100-3  
~~and *Pre/Corequisites:* ENGR 151-1~~

6. **Authorization:** (Please ignore — Section to be completed by Committee Recording Secretaries)

**Program / Academic / Administrative Unit:** Environmental Engineering

**College:** Science and Management

**College Council Motion Number:** CSAM CC 2017.09.14.06.02

**College Council Approval Date:** September 14, 2017

**Senate Committee on First Nations and Aboriginal Peoples Motion Number:** “not applicable”

**Senate Committee on First Nations and Aboriginal Peoples Meeting Date:** “not applicable”

7. Other Information

Attachment Pages:   #   pages

**INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING**

**Brief Summary of Committee Debate:**

**Motion No.:** SCAAF201710.06

**Moved by:** M. Dale

**Seconded by:** C. Whalen

**Committee Decision:** CARRIED as amended, with editorial revisions as recommended by the SCCC.

**Approved by SCAAF:** October 4, 2017  
Date



\_\_\_\_\_  
Chair's Signature

For recommendation to   ✓  , or information of \_\_\_\_\_ Senate.

Motion Number (assigned by  
Steering Committee of Senate): S-201710.07

## SENATE COMMITTEE ON ACADEMIC AFFAIRS

### PROPOSED REVISION OF CALENDAR ENTRY

**Motion:** That the changes to the prerequisites/co-requisites for ENGR 151-1, on page 238 of the 2017/2018 undergraduate calendar, be approved as proposed.

1. **Effective date:** Sept. 2017
2. **Rationale for the proposed revisions:**
3. **Implications of the changes for other programs, etc., if applicable:**
4. **Reproduction of current Calendar entry for the item to be revised:**

#### **ENGR 151-1 Engineering Tools I**

This course provides an introduction to engineering problem solving using common software tools, including spreadsheets and numerical computing software (e.g., Microsoft Excel and MathWorks MATLAB). Case studies provide relevance and serve to bind together many of the topics covered in the course.

*Prerequisites with concurrency:* PHYS 110-4 and MATH 100-3

*Corequisites:* ENGR 117-3

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

#### **ENGR 151-1 Engineering Tools I**

This course provides an introduction to engineering problem solving using common software tools, including spreadsheets and numerical computing software (~~e~~g., Microsoft Excel and MathWorks MATLAB). Case studies provide relevance and serve to bind together many of the topics covered in the course.

*Prerequisites:* Admission to the Environmental Engineering Program

~~Prerequisites/~~*Corequisites with concurrency:* PHYS 110-4 (or PHYS 115-4 or PHYS 100-4), ~~and~~ MATH 100-3  
~~and~~ ~~Pre/~~*Corequisites:* ENGR 117-3

6. **Authorization:** (Please ignore — Section to be completed by Committee Recording Secretaries)

**Program / Academic / Administrative Unit:** Environmental Engineering

**College:** Science and Management

**College Council Motion Number:** CSAM CC 2017.09.14.06.03

**College Council Approval Date:** September 14, 2017

**Senate Committee on First Nations and Aboriginal Peoples Motion Number:** “not applicable”

**Senate Committee on First Nations and Aboriginal Peoples Meeting Date:** “not applicable”



Motion Number (assigned by  
Steering Committee of Senate): S-201710.08

**SENATE COMMITTEE ON ACADEMIC AFFAIRS**

**PROPOSED REVISION OF CALENDAR ENTRY**

**Motion:** That the changes to the prerequisites/co-requisites for ENGR 152-1, on page 238 of the 2017/2018 undergraduate calendar, be approved as proposed.

1. **Effective date:** Sept. 2017
2. **Rationale for the proposed revisions:**
3. **Implications of the changes for other programs, etc., if applicable:**
4. **Reproduction of current Calendar entry for the item to be revised:**

**ENGR 152-1 Engineering Tools II**

This course provides an introduction to engineering problem solving using common software tools, including spreadsheets, CAD and GIS software. Case studies provide relevance and serve to bind together many of the topics covered in the course.

*Prerequisites:* ENGR 117-3 and ENGR 151-1

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

**ENGR 152-1 Engineering Tools II**

This course provides an introduction to engineering problem solving using common software tools, including spreadsheets, CAD and GIS software. Case studies provide relevance and serve to bind together many of the topics covered in the course.

*Prerequisites:* Admission to the Environmental Engineering Program and ENGR 117-3 and ENGR 151-1

6. **Authorization:** (Please ignore — Section to be completed by Committee Recording Secretaries)

**Program / Academic / Administrative Unit:** Environmental Engineering

**College:** Science and Management

**College Council Motion Number:** CSAM CC 2017.09.14.06.04

**College Council Approval Date:** September 14, 2017

**Senate Committee on First Nations and Aboriginal Peoples Motion Number:** “not applicable”

**Senate Committee on First Nations and Aboriginal Peoples Meeting Date:** “not applicable”

7. **Other Information**

**Attachment Pages:**   #   pages

**INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING**

**Brief Summary of Committee Debate:**

**Motion No.:** SCAAF201710.08

**Moved by:** M. Dale

**Seconded by:** C. Whalen

**Committee Decision:** CARRIED, with editorial revisions as recommended by the SCCC.

**Approved by SCAAF:** October 4, 2017  
**Date**



**Chair's Signature**

**For recommendation to** ✓, **or information of** \_\_\_\_\_ **Senate.**

Motion Number (assigned by  
Steering Committee of Senate): S-201710.09

## SENATE COMMITTEE ON ACADEMIC AFFAIRS

### PROPOSED REVISION OF CALENDAR ENTRY

**Motion:** That the changes to the course prerequisites/co-requisites for ENGR 210-3, on page 238 of the 2017/2018 undergraduate calendar, be approved as proposed.

1. **Effective date:** Sept. 2017
2. **Rationale for the proposed revisions:**
3. **Implications of the changes for other programs, etc., if applicable:**
4. **Reproduction of current Calendar entry for the item to be revised:**

#### **ENGR 210-3 Material and Energy Balances**

This course provides an introduction to the analysis of environmental engineering processes using the laws of conservation of mass and energy. Material and energy balances are applied to open and closed systems, non-reacting and reacting systems, and non-steady state systems

Prerequisites: Admission to the Environmental Engineering Program

Co-requisites: CHEM 200-3, MATH 200-3

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

#### **ENGR 210-3 Material and Energy Balances**

This course provides an introduction to the analysis of environmental engineering processes using the laws of conservation of mass and energy. Material and energy balances are applied to open and closed systems, non-reacting and reacting systems, and non-steady state systems.

Prerequisites: Admission to the Environmental Engineering Program

Co-requisites: ~~CHEM 200-3~~, ENGR 220-3, MATH 200-3

6. **Authorization:** (Please ignore — Section to be completed by Committee Recording Secretaries)

**Program / Academic / Administrative Unit:** Environmental Engineering

**College:** Science and Management

**College Council Motion Number:** CSAM CC 2017.09.14.06.05

**College Council Approval Date:** September 14, 2017

**Senate Committee on First Nations and Aboriginal Peoples Motion Number:** “not applicable”

**Senate Committee on First Nations and Aboriginal Peoples Meeting Date:** “not applicable”

7. **Other Information**

**INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING**

**Brief Summary of Committee Debate:**

**Motion No.:** SCAAF201710.09

**Moved by:** M. Dale **Seconded by:** C. Whalen

**Committee Decision:** CARRIED, with editorial revisions as recommended by the SCCC.

**Approved by SCAAF:**   October 4, 2017    
**Date**



**Chair's Signature**

**For recommendation to**   ✓  , **or information of**            **Senate.**

Motion Number (assigned by  
Steering Committee of Senate): S-201710.10

## SENATE COMMITTEE ON ACADEMIC AFFAIRS

### PROPOSED REVISION OF CALENDAR ENTRY

**Motion:** That the changes to the course description and prerequisites/co-requisites for ENGR 217-3, on page 238 of the 2017/2018 undergraduate calendar, be approved as proposed.

1. **Effective date:** Sept. 2017
2. **Rationale for the proposed revisions:**
3. **Implications of the changes for other programs, etc., if applicable:**
4. **Reproduction of current Calendar entry for the item to be revised:**

#### **ENGR 217-3 Engineering Design II**

This course explores the problem solving skills specific to Environmental Engineering problems while advancing students' understanding of the engineering design process. Students explore project-based design exercises. This course will also include technical writing skills.

*Prerequisites:* ENGR 117-3

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

#### **ENGR 217-3 Engineering Design II**

This course explores the problem solving skills specific to ~~Environmental Engineering~~ environmental engineering problems while advancing students' understanding of the ~~engineering~~ engineering design process. Students explore project-based design exercises. This course will also include technical writing skills.

*Prerequisites:* Admission to the Environmental Engineering Program , ENGR 117-3 with a minimum grade C-

6. **Authorization:** (Please ignore — Section to be completed by Committee Recording Secretaries)

**Program / Academic / Administrative Unit:** Environmental Engineering

**College:** Science and Management

**College Council Motion Number:** CSAM CC 2017.09.14.06.06

**College Council Approval Date:** September 14, 2017

**Senate Committee on First Nations and Aboriginal Peoples Motion Number:** “not applicable”

**Senate Committee on First Nations and Aboriginal Peoples Meeting Date:** “not applicable”

7. **Other Information**

**INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING**

**Brief Summary of Committee Debate:**

**Motion No.:** SCAAF201710.10

**Moved by:** M. Dale

**Seconded by:** C. Whalen

**Committee Decision:** CARRIED, with editorial revisions as recommended by the SCCC.

**Approved by SCAAF:**   October 4, 2017    
**Date**



**Chair's Signature**

**For recommendation to**   ✓  , **or information of**            **Senate.**

Motion Number (assigned by  
Steering Committee of Senate): S-201710.11

## SENATE COMMITTEE ON ACADEMIC AFFAIRS

### PROPOSED REVISION OF CALENDAR ENTRY

**Motion:** That the changes to the course description and prerequisites/co-requisites for ENGR 220-3, on page 239 of the 2017/2018 undergraduate calendar, be approved as proposed.

1. **Effective date:** Sept. 2017
2. **Rationale for the proposed revisions:**
3. **Implications of the changes for other programs, etc., if applicable:**
4. **Reproduction of current Calendar entry for the item to be revised:**

#### ENGR 220-3 Engineering Chemistry

This course provides an introduction to the properties and composition of natural waters. It explores gas and solid equilibria, pH, redox chemistry, complexation, corrosion treatment, acid rain, ion exchange, colloids and microbial transformations. This course also introduces students to relevant organic chemistry as applicable to environmental engineering.

*Pre/Corequisites:* ENGR 117-3, CHEM 101-3, CHEM 121-1

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

#### ENGR 220-3 Engineering Chemistry

This course provides an introduction to the properties and composition of natural waters. It explores gas and solid equilibria, pH, redox ~~chemistry~~ chemistry, complexation, corrosion treatment, acid rain, ion exchange, colloids and microbial transformations. This course also introduces students to ~~relevant~~ concepts in organic chemistry as applicable to environmental engineering.

*Prerequisites:* Admission to the Environmental Engineering Program

*Pre/Corequisites:* ENGR 117-3, CHEM 101-3, CHEM 121-1

6. **Authorization:** (Please ignore — Section to be completed by Committee Recording Secretaries)

**Program / Academic / Administrative Unit:** Environmental Engineering

**College:** Science and Management

**College Council Motion Number:** CSAM CC 2017.09.14.06.07

**College Council Approval Date:** September 14, 2017

**Senate Committee on First Nations and Aboriginal Peoples Motion Number:** “not applicable”

Senate Committee on First Nations and Aboriginal Peoples Meeting Date: "not applicable"

7. Other Information

Attachment Pages:   #   pages

**INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING**

**Brief Summary of Committee Debate:**

**Motion No.:** SCAAF201710.11

**Moved by:** M. Dale

**Seconded by:** C. Whalen

**Committee Decision:** CARRIED, with editorial revisions as recommended by the SCCC.



**Approved by SCAAF:** October 4, 2017  
**Date**

\_\_\_\_\_  
**Chair's Signature**

For recommendation to   ✓  , or information of \_\_\_\_\_ Senate.

Motion Number (assigned by  
Steering Committee of Senate): S-201710.12

## SENATE COMMITTEE ON ACADEMIC AFFAIRS

### PROPOSED REVISION OF CALENDAR ENTRY

**Motion:** That the changes to the course title/prefix for ENSC 417-6, on page 242 of the 2017/2018 undergraduate calendar, to ENGR 417-6 be approved as proposed.

1. **Effective date:** Sept. 2017
2. **Rationale for the proposed revisions:** Designation of the Environmental Engineering programs as "ENGR" to provide consistency as requested by the Canadian Engineering Accreditation Board.
3. **Implications of the changes for other programs, etc., if applicable:**
4. **Reproduction of current Calendar entry for the item to be revised:**

#### **ENSC 417-6 Designing Solutions in Environmental Engineering**

In this project-oriented course, students apply concepts and principles from Environmental Science and fundamentals from engineering to design engineering solutions to Environmental problems. The course may include group projects and working with an industry in north/ central BC.

*Prerequisites:* completion of 90 credit hours in an Engineering Program

5. **Proposed revision with changes underlined and deletions indicated clearly using "strikethrough":**

#### **ENSC 417-6 Designing Solutions in Environmental Engineering** **ENGR 417-6 Engineering Design V**

In this project-oriented course, students apply concepts and principles from ~~Environmental Science~~ environmental science and engineering fundamentals ~~from engineering~~ to design engineering solutions ~~to for~~ Environmental ~~environmental~~ problems. The course may include group projects and working with an industry in ~~north/central~~ north/central BC.

*Prerequisites:* completion of 90 credit hours in ~~an~~ the Environmental Engineering Program

*Precluded:* ENSC 417-6

6. **Authorization:** (Please ignore — Section to be completed by Committee Recording Secretaries)

**Program / Academic / Administrative Unit:** Environmental Engineering

**College:** Science and Management

**College Council Motion Number:** CSAM CC 2017.09.14.06.08

**College Council Approval Date:** September 14, 2017

**Senate Committee on First Nations and Aboriginal Peoples Motion Number:** "not applicable"

**Senate Committee on First Nations and Aboriginal Peoples Meeting Date:** "not applicable"

7. Other Information

Attachment Pages:   #   pages

**INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING**

**Brief Summary of Committee Debate:**

**Motion No.:** SCAAF201710.12

**Moved by:** M. Dale

**Seconded by:** C. Whalen

**Committee Decision:** CARRIED, with editorial revisions as recommended by the SCCC.



**Approved by SCAAF:** October 4, 2017  
**Date**

**Chair's Signature**

For recommendation to   ✓  , or information of            Senate.

Motion Number (assigned by  
Steering Committee of Senate): S-201710.13

**SENATE COMMITTEE ON ACADEMIC AFFAIRS**

**PROPOSED REVISION OF CALENDAR ENTRY**

**Motion:** That the removal of the semester designation of the UBC courses listed in the UBC/UNBC Joint Environmental Engineering Program, on page 114 of the 2017/2018 undergraduate calendar, be approved as proposed.

1. **Effective date:** September 2017
2. **Rationale for the proposed revisions:** (Provide rationale)
3. **Implications of the changes for other programs, etc., if applicable:** (state nature of consultation, or “None”)
4. **Reproduction of current Calendar entry for the item to be revised:**

**Semester 5 and 6 completed at UBC**

**Note:** Course lists for Semester 5 through 8 completed at UBC are provided for information only. Please refer to the UBC calendar for official requirements.

CHBE 244-2 Chemical and Biological Engineering Thermodynamics I  
CHBE 364-2 Environmental Engineering Laboratory  
CHBE 373-3 Water Pollution Control  
CHBE 484-3 Green Engineering Principles and Applications for Process Industries  
CHBE 485-3 Air Pollution Prevention and Control  
CIVL 200-3 Engineering and Sustainable Development  
CIVL 210-4 Soil Mechanics I  
CIVL 315-4 Fluid Mechanics II  
CIVL 316-4 Hydrology and Open Channel Flow  
EOSC 429-3 Groundwater Contamination  
MINE 486-3 Mining and the Environment

**Semester 7 and 8 completed at UBC**

CHBE 351-3 Transport Phenomena II  
CHBE 459-3 Chemical and Biological Engineering Economics  
CIVL 311-4 Soil Mechanics II  
CIVL 402-2 Engineering Law and Contracts in Civil Engineering  
CIVL 408-3 Geoenvironmental Engineering  
CIVL 416-3 Environmental Hydraulics  
CIVL 418-3 Engineering Hydrology

Twelve credit hours of technical electives chosen from a constrained list.

5. **Proposed revision with changes underlined and deletions indicated clearly using “~~strikethrough~~”:**

**Semester 5 and 6 completed at UBC**

**Note:** Lists for courses completed at UBC ~~Course lists~~ for Semester 5 through 8 completed at UBC are provided for information only. Please refer to the UBC calendar for official requirements.

- CHBE 244-2 244-3 Chemical and Biological Engineering Thermodynamics I
- CHBE 351-3 Transport Phenomena II
- CHBE 364-2 Environmental Engineering Laboratory
- CHBE 373-3 Water Pollution Control
- CHBE 459-3 Chemical and Biological Engineering Economics or CIVL 403-3 Engineering Economic Analysis
- CHBE 484-3 Green Engineering Principles and Applications for Process Industries
- CHBE 485-3 Air Pollution Prevention and Control
- CIVL 200-3 Engineering and Sustainable Development
- CIVL 210-4 Soil Mechanics I
- CIVL 311-4 Soil Mechanics II
- CIVL 315-4 Fluid Mechanics II
- CIVL 316-4 Hydrology and Open Channel Flow
- CIVL ~~402-2~~ 402-3 Engineering Law and Contracts in Civil Engineering
- CIVL 408-3 Geoenvironmental Engineering
- CIVL 409-3 Municipal Engineering
- CIVL 416-3 Environmental Hydraulics
- CIVL 418-3 Engineering Hydrology
- EOSC 429-3 Groundwater Contamination
- MINE 486-3 Mining and the Environment

**Semester 7 and 8 completed at UBC**

Twelve credit hours of technical electives chosen from a constrained list.

6. **Authorization:** (Please ignore — Section to be completed by Committee Recording Secretaries)

**Program / Academic / Administrative Unit:** Environmental Engineering

**College:** Science and Management

**College Council Motion Number:** CSAM CC 2017.09.14.06.10

**College Council Approval Date:** September 14, 2017

**Senate Committee on First Nations and Aboriginal Peoples Motion Number:** “not applicable”

**Senate Committee on First Nations and Aboriginal Peoples Meeting Date:** “not applicable”

7. **Other Information**

**Attachment Pages:**    #    pages

THE MOTION FORM IS NOW COMPLETE — PLEASE DISREGARD THE BLOCK BELOW

**INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING**

**Brief Summary of Committee Debate:**

**Motion No.:** SCAAF201710.13

**Moved by:** B. Schorcht

**Seconded by:** L. Dohler

**Committee Decision:** CARRIED as amended, with editorial revisions as recommended by the SCCC.

**Approved by SCAAF:** October 4, 2017  
**Date** **Chair's Signature**

—  —

**For recommendation to** ✓ **, or information of**          **Senate.**

Motion Number (assigned by  
Steering Committee of Senate): S-201710.14

## SENATE COMMITTEE ON ACADEMIC AFFAIRS

### PROPOSED REVISION OF CALENDAR ENTRY

**Motion:** That the change to the list of Technical Electives available at UNBC for the UBC portion of the curriculum in the UBC/UNBC Joint Environmental Engineering Program, on page 114 of the 2017/2018 undergraduate calendar, be approved as proposed.

1. **Effective date:** January 2018
2. **Rationale for the proposed revisions:** (Provide rationale)
3. **Implications of the changes for other programs, etc., if applicable:** (state nature of consultation, or indicate "None")

4. **Reproduction of current Calendar entry for the item to be revised:**

The following UNBC courses may be used to meet a Technical Elective requirement in the UBC portion of the Joint UBC/UNBC Environmental Engineering BASc program. Normally, no more than one course from the list may be used. To qualify towards UBC technical elective requirements, the technical elective must be taken prior to transition to UBC.

ENSC 302-3 Low Carbon Energy Development  
ENSC 404-3 Waste Management  
ENSC 406-3 Environmental Modelling ENSC 408-3 Storms  
ENSC 425-3 Climate Change and Global Warming  
ENSC 450-3 Environmental and Geophysical Data Analysis  
ENSC 452-3 Reclamation and Remediation of Disturbed Environments  
ENSC 453-3 Environmental Resources Management and Decision Making  
NREM 410-3 Watershed Management

5. **Proposed revision with changes underlined and deletions indicated clearly using "strikethrough":**

The following UNBC courses may be used to meet a Technical Elective requirement in the UBC portion of the Joint UBC/UNBC Environmental Engineering BASc program. Normally, no more than one course from the list may be used. To qualify towards UBC technical elective requirements, the technical elective must be taken prior to transition to UBC.

ENSC 302-3 Low Carbon Energy Development  
ENSC 404-3 Waste Management  
ENSC 406-3 Environmental Modelling ~~ENSC 408-3 Storms~~  
ENSC 408-3 Storms  
ENSC 425-3 Climate Change and Global Warming  
ENSC 450-3 Environmental and ~~Geophysical~~ Geophysical Data Analysis

6. **Authorization:** (Please ignore — Section to be completed by Committee Recording Secretaries)

**Program / Academic / Administrative Unit:** Environmental Engineering

**College:** Science and Management

**College Council Motion Number:** CSAM CC 2017.09.14.06.09

**College Council Approval Date:** September 14, 2017

**Senate Committee on First Nations and Aboriginal Peoples Motion Number:** “not applicable”

**Senate Committee on First Nations and Aboriginal Peoples Meeting Date:** “not applicable”

7. **Other Information**

**Attachment Pages:**   #   pages (fill in number of pages, or indicate “0” if there are no attachments)

**THE MOTION FORM IS NOW COMPLETE — PLEASE DISREGARD THE BLOCK BELOW**

**INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING**

**Brief Summary of Committee Debate:**

**Motion No.:** SCAAF201710.14

**Moved by:** I. Hartley

**Seconded by:** I. Dohler

**Committee Decision:** CARRIED as amended, with editorial revisions as recommended by the SCCC.

**Approved by SCAAF:** October 4, 2017  
**Date**

  
\_\_\_\_\_  
**Chair’s Signature**

**For recommendation to**   ✓  , **or information of** \_\_\_\_\_ **Senate.**

## **Executive Summary for School of Education**

### **BEd Deadline change**

Rationale: We believe that the former deadline of March 15 is too late for students' applications to be processed by the Office of the Registrar, evaluated by the Education Advisor, and rated by an ad-hoc Admissions committee in enough time to make a competitive offer to the applicants. This past year, we lost 8-10 students who had already applied and/or been accepted to one of the other eight teacher education programs. By changing the date to January 15, we can complete the process and make an offer at least six weeks sooner. We have also consulted with the Registrar and his staff to ensure that this change would be acceptable for their work load and have been reassured that it will be manageable.

Motion Number (assigned by  
Steering Committee of Senate): S-201710.15

## SENATE COMMITTEE ON ADMISSIONS AND DEGREES

### PROPOSED REVISION OF CALENDAR ENTRY

**Motion:** That the change(s) to the Bachelor of Education admissions deadline, on page 96 (in the print or PDF calendar accessible on the UNBC web page) of the 2017/2018 undergraduate calendar, be approved as proposed.

1. **Effective date:** September 2017

2. **Rationale for the proposed revisions:** We believe that the former deadline of March 15 is too late for students' applications to be processed by the Office of the Registrar, evaluated by the Education Advisor, and rated by an ad-hoc Admissions committee in enough time to make a competitive offer to the applicants. This past year, we lost 8-10 students who had already applied and/or been accepted to one of the other eight teacher education programs. By changing the date to January 15, we can complete the process and make an offer at least six weeks sooner. We have also consulted with the Registrar and his staff to ensure that this change would be acceptable for their work load and have been reassured that it will be manageable.

3. **Implications of the changes for other programs, etc., if applicable:** None

4. **Reproduction of current Calendar entry for the item to be revised:**

The Elementary Years and Secondary Years streams in Prince George begin in September of each year. The Elementary Years program in Terrace begins in September of each odd-numbered year. The application deadline for all Education programs is March 15 of the year in which students intend to begin their program. Students needing advice about the application process or about admission requirements are encouraged to contact either the Student Recruitment and Advising Centre or the Practicum Placement Coordinator/BEd Advisor in the School of Education. Students who are interested in applying to the BEd program at the Terrace campus may also contact the Northwest Regional campus for information.

5. **Proposed revision with changes underlined and deletions indicated clearly using "strikethrough":**

The Elementary Years and Secondary Years streams in Prince George begin in September of each year. The Elementary Years program in Terrace begins in September of each odd-numbered year. The application deadline for all Education programs is ~~March 15~~ January 15 of the year in which students intend to begin their program. Students needing advice about the application process or about admission requirements are encouraged to contact either the Student Recruitment and Advising Centre or the Practicum Placement Coordinator/BEd Advisor in the School of Education. Students who are interested in applying to the BEd program at the Terrace campus may also contact the Northwest Regional campus for information.

6. **Authorization:** (Please ignore — Section to be completed by Committee Recording Secretaries)

**Program / Academic / Administrative Unit:** School of Education

**College:** Arts, Social and Health Sciences

**College Council Motion Number:** CASHSCC.2017.09.21.04

**College Council Approval Date:** September 21, 2017

**Senate Committee on First Nations and Aboriginal Peoples Motion Number:** Not applicable

**Senate Committee on First Nations and Aboriginal Peoples Meeting Date:** Not applicable

**7. Other Information**

**Attachment Pages:** 0# pages 0

**INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ADMISSIONS AND DEGREES MEETING**

**Brief Summary of Committee Debate:**

**Motion No.:** SCAD201710.01

**Moved by:** G. Hues **Seconded by:** J. Cole

**Committee Decision:** CARRIED

**Approved by SCAD:** October 16, 2017 \_\_\_\_\_  
**Date** **Chair's Signature**

**For recommendation to , or information of \_\_\_\_\_ Senate.**



Motion Number (assigned by SCS): S-201710.16

**SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)**

**PROPOSED MOTION**

**Motion:** That the revised Terms and Conditions for the Canada 150<sup>th</sup> Anniversary International Scholarship be approved.

**Effective Date:** 2017/2018 Academic Year

**Rationale:** To revise the terms and conditions for the scholarships and to permit them to start as of the January 2018 Semester.

**Proposed By:** Linda Fehr

**External Relations Contact:** N/A

**Faculty/Academic Department:** Awards and Financial Aid

**Date:** September 18, 2017

**TO BE COMPLETED AFTER SCSB MEETING**

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

**Motion No.:** SCSB20170927.05

**Moved by:** Murphy

**Seconded by:** Massingham

**Committee Decision:** Carried

**Attachments:** 1 Page

**Approved by SCSB:** September 27, 2017



**Date**

**Chair's Signature**

**For approval of Senate.**

## **AWARDS GUIDE INFORMATION:**

**Award Category:** Entrance

**Award Name:** Canada 150<sup>th</sup> Anniversary International Scholarship

**Awards Guide Description/Intent:** These scholarships have been created to recognize and celebrate Canada's 150<sup>th</sup> 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 their first year year one of a degree program at UNBC or are transferring into a degree program at UNBC for the first time.

Students enrolled in English Language Studies (ELS) are not eligible to receive the scholarship; however they may become eligible for the award upon graduation from the ELS program and subsequent admission to a UNBC undergraduate degree program provided they meet the minimum academic requirements for the award.

These scholarships are open to students from outside Canada (those not being Canadian citizens or having permanent resident status) who have a valid Study Permit.

**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, whichever comes first.

**Effective Date:** Established 2017.

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



Motion Number (assigned by SCS): S-201710.17

**SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)**

**PROPOSED MOTION**

**Motion:** That the Terms and Conditions for the Youth in Care Tuition Waiver be suspended.

**Effective Date:** 2017-2018 Academic Year

**Rationale:** These waivers will be replaced by the Provincial Tuition Waiver Program for Former Youth in Care as of September 1, 2017. UNBC will continue to maintain any students in the former Youth in Care Tuition Waiver program.

**Proposed By:** Linda Fehr

**External Relations Contact:** N/A

**Faculty/Academic Department:** Awards and Financial Aid

**Date:** September 20, 2017

**TO BE COMPLETED AFTER SCSB MEETING**

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

**Motion No.:** SCSB20170927.06

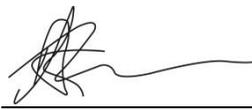
**Moved by:** Dale

**Seconded by:** Oguntola

**Committee Decision:** Carried

**Attachments:** 7 Pages

**Approved by SCSB:** September 27, 2017

  
\_\_\_\_\_

**Date**

**Chair's Signature**

**For approval of Senate.**

## **AWARDS GUIDE DESCRIPTION**

**Award Category:** General

**Award Name:** Youth In Care Tuition Waiver

**Awards Guide Description/Intent:** These waivers are offered by UNBC to assist students who are current or former youth in care as defined by the Child, Family and Community Service Act. The waiver is intended to enable these students to begin and continue their studies at the University in a full-time program leading to their first undergraduate degree, and/ or towards a first diploma or certificate. The waiver will cover the full cost of tuition.

**Donor:** The University of Northern British Columbia

**Value:** Cost of tuition

**Number:** Variable

### **Eligibility:**

To be eligible for the Youth In Care Tuition Waiver, students must be residents of British Columbia, 19 years of age or older, and currently living in care or have lived as a Youth in Care (as defined below) in BC for at least one year and be enrolled in full-time studies as defined by the University.

Students must have started post-secondary education within five years of being in care and must enroll in post-secondary education at UNBC within an additional five years.

A Youth in Care is defined as:

- ❖ In the continuing custody of the director under the Child, Family and Community Service Act or a delegated Aboriginal agency; or
- ❖ In the permanent custody of the Superintendent of Family and Child Services (under the Family and Child Service Act); or
- ❖ Under the guardianship of a director as referred to in the Family Law Act; or
- ❖ Were under a Youth Agreement at your 19th birthday; or
- ❖ Were in the temporary care of the director under the Child, Family and Community Service Act or a delegated Aboriginal agency for a minimum period of three years between the ages of 12 and 19.

### **Eligible Programs:**

A tuition waiver will be applied to an eligible student's tuition account for credit courses/programs leading to the student's first undergraduate degree.

Eligible students who are enrolled in collaborative/joint degree programs will receive the waiver for classes undertaken at UNBC only. The waiver is not transferable to another post-secondary institution.

Ineligible Programs/courses:

- All non-academic cost recovery courses
- Bachelor of Education

- All Graduate and Postdoctoral studies programs

**Criteria:** Admission to the University and satisfactory academic standing.

**Note:** The waiver ~~is~~ will be renewed, provided the student maintains satisfactory academic standing and continues to pursue full-time studies towards a first undergraduate degree, and /or towards a first diploma or certificate.

**Application Instructions:** Complete the Youth In Care Tuition Waiver Application Form. This form is available from the Office of the Registrar - Awards Unit.

**Established:** August 2014 Revised: December 2016

**Recipient Selection:** Senate Committee on Scholarships and Bursaries, upon recommendation by the Awards and Financial Aid Office.

# Provincial Tuition Waiver Program 2017/18

## Institution FAQs

### Eligibility Criteria

Tuition for former youth in care will be waived for B.C. students who are between 19 - 26 years of age (inclusive), attending a BC public post-secondary institution(s) and who meet the following criteria:

- Have received care<sup>1</sup> from the ministry or a Delegated Aboriginal Agency (DAA) through the *Child, Family and Community Service Act* for a minimum of twenty-four months (consecutive or accumulated) in any, or a combination, of the following categories:
  - **Continuing Custody Order** pursuant to sections 41 (1) (d), 42.2 (4) (d) or (7) or 49 (4), (5) or 10 (a) of the Act
    - *A protective order in which the court has assigned permanent custody of the child to the Director of Child Welfare (the Director).*
  - **Temporary Custody Order**
    - *A protective order in which the court has assigned custody of the child to the Director on a temporary basis.*
  - **Special Needs Agreement** pursuant to section 7 of the Act
    - *A parent of a child with special needs may voluntarily and temporarily agree to place the child in the care of the Director.*
  - **Voluntary Care Agreement** pursuant to section 6 of the Act
    - *A parent voluntarily and temporarily places the child in the care of the Director*
  - **Youth Agreement** pursuant to section 12.2 of the Act
    - *The Director enters into an agreement with a youth (ages 16 – 19) who needs assistance to live independently and cannot be re-established with family.*
  - **Extended Family Plan** pursuant to section 8 of the Act
    - *A parent voluntarily and temporarily places the child in the care of an adult who has an established familial, relational, or cultural connection to the child.*
  - **Permanent Transfer of Custody Order** pursuant to section 54.01 or 54.1 of the Act
    - *An order in which the court permanently transfers custody to another (non-parent) family member or another adult with an established relational or cultural connection to the child.*
  - **Temporary Transfer of Custody** pursuant to section 41(1)(b) of the Act
    - *A protective order in which the court temporarily places the child in the custody of an adult who has an established familial, relational, or cultural connection to the child.*

The intent is to take an inclusive approach. If an individual falls outside of the above eligibility criteria, government will consider exceptions on an individual basis.

Further program enhancements and alignment will be considered in phase 2, including scope and eligibility.

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<sup>1</sup> Includes both in care and out of care arrangements.

## **Provincial Tuition Waiver Program 2017/18 Institution FAQs**

### **Step-by-Step Provincial Tuition Waiver Program (the Program):**

1. Student completes institution application and self-identifies as former youth in care meeting the Program eligibility (Starting in January 2018. For September 2017, go to Step 2).
2. Institution asks student to complete consent form to disclose information and verifies identity through student signature. Consent allows institution to validate eligibility with the Ministry of Children and Family Development (MCFD).
3. Institution requests validation of student eligibility from MCFD by submitting consent form through the MCFD validation process. See attached validation process information.
4. Institution admits student to study program without collecting tuition fees. See Q4 for definition of tuition fees.
  - a. If student has already been verified and paid fees, reimburse tuition fees and proceed to next step.
5. Institution collects list of students receiving tuition waivers including name, Personal Education Number (PEN) if available, study program and tuition amount, as well as copies of MCFD signed validation letters. See Q3 for more details.
6. Institution submits list of students receiving tuition waivers, including the other details mentioned above, to the Ministry of Advanced Education, Skills and Training (AEST) at [tuitionwaiver@gov.bc.ca](mailto:tuitionwaiver@gov.bc.ca) after drop dates have passed and enrollment is confirmed.
7. AEST provides institutions grants to offset tuition waiver costs three times per year (November, March and July).
8. Where an individual falls outside the eligibility criteria, but wishes to be considered, the individual or the institution can submit a request to the System Navigator for consideration. See Q11 for more details.

### **Statement of Intent:**

The aim of the Program is to improve access, services and educational outcomes for former youth in care by waiving tuition fees starting in September 2017, and providing comprehensive supports starting 2018/19. Establishing broad program eligibility criteria ensures greater access and inclusivity:

- B.C. students 19-26 years old (inclusive).
- Attending a B.C. public post-secondary institution.
- Formerly in any B.C. MCFD category of care (except interim care) for at least 24 months (consecutive or accumulated).
- Individuals outside the eligibility criteria will be considered on a case by case basis.

Tuition fees are defined as all tuition and mandatory fees charged to the student by the institution that are required to be paid in order for the student to successfully complete the program/courses they are enrolled in.

## **Provincial Tuition Waiver Program 2017/18 Institution FAQs**

### **Q1. How can an institution verify if a student was formerly in care of MCFD or Delegated Aboriginal Agency?**

For September 2017, students who have heard about the program will likely approach the institution to inquire if they are eligible. The institution may choose to communicate/advertise this option for students.

Once a student claims to be eligible, institution staff will ask students to complete the attached consent form to disclose information and verify identity through student signature. A completed consent form provides the institution permission to verify student eligibility with MCFD. The institution will submit the completed student consent forms to MCFD. Please see attached validation process information. The timelines for the verification process can vary from a couple of days to up to four weeks depending on the complexity of the records search.

For the future, institutions may want to consider changes to institution application forms and admissions processes to encourage students to self-identify.

### **Q2. For the current school year, some students have already paid. What happens for them?**

Students who have already paid tuition fees for 2017/18, but are eligible for the Program, need to be reimbursed by their institution. See the **Step-by-Step Provincial Tuition Waiver Program** section above for details.

### **Q3. Where will institutions get the money to fund this program?**

AEST will provide institutions with grants in November, March and July to offset tuition waiver costs. To receive their grants, institutions will provide AEST the number of students, their names and Personal Education Numbers (PEN) if available, the program in which they are enrolled, and their total tuition fee costs, as well as copies of the MCFD signed validation letters for each student.

### **Q4. How are tuition fees to be defined for the purposes of the Provincial Tuition Waiver Program?**

Tuition fees are all tuition and mandatory fees charged to the student by the institution which are required to be paid in order for the student to successfully complete the program/courses they are enrolled in. There are other government programs that can assist with other costs associated with post-secondary education.

### **Q5. How does this impact other existing programs and processes?**

The Program serves the specific purpose of waiving tuition fees for former youth in care and is not intended to replace existing programs. Other programs that help offset educational costs for former youth in care will continue. Program alignment will be considered as part of Phase 2 of implementation for 2018/19. Any changes will be communicated to institutions and students prior to 2018/19 school year. Please note that the Program eligibility criteria are unique to the Program and do not apply to other government programs for former youth in care.

### **Q6. What if the applicant is already receiving funding through another program, e.g. YEAF or AYA, are they still eligible for a tuition waiver?**

Yes. Program alignment will be considered and any gaps or overlaps will be addressed in Phase 2 of the Program.

## **Provincial Tuition Waiver Program 2017/18 Institution FAQs**

### **Q7. How will the message be spread to all students who potentially qualify?**

Information will be available on Agedout.com as well as Government websites. Current system support organizations and individuals as well as other stakeholders who work with youth and former youth in care will raise awareness at their point of contact with potential students. Program uptake is expected to increase in subsequent school years as awareness spreads. Institutions may also raise awareness through their websites and on-campus communications.

### **Q8. Tuition is just one piece. What about other supports for former youth in care?**

Students who were formerly in care represent a wide spectrum of the population. In many cases, these students will require additional supports and a dedicated point of contact.

Wrap-around supports for tuition waiver students, e.g., housing, child-care, and a single point of contact, will be considered in Phase 2 of this project for the 2018/19 school year. Government will engage with stakeholders, including institutions and students, to determine what these supports might look like and how they could be implemented.

Many institutions have various supports in place already.

### **Q9. Does the program also apply to private institutions?**

The Program applies to B.C. public post-secondary institutions.

### **Q10. What happens if a student drops out after having their tuition fees reimbursed?**

Student will be reimbursed by institutions on verification of eligibility by MCFD. Institutions will collect enrolment figures under tuition waivers and submit their information to AEST after course/program drop dates. AEST will provide institutions grants to offset tuition waiver costs three times per year in November, March and July. If a student drops out after the course/program drop date they are not required to repay tuition.

### **Q11. Can students claim a waiver retroactively?**

The Program is effective as of September 1, 2017. Students will not be able to claim tuition fee reimbursements for study periods prior to September 1, 2017. For September 2017 and beyond, students may claim reimbursement at any time during the study period (a study period is defined as the first day of classes to the final class or exam, whichever is later).

If a student has paid for September 2017 enrolment, or in the case of some trades programs, August 2017 enrolment, the Program applies and their tuition fees will be reimbursed.

For cases where an individual falls outside of the eligibility criteria but wishes to make a case to be considered, the individual or the institution can submit a request to the System Navigator for consideration. The Navigator will be a system liaison, connecting government, institutions, students and stakeholders around tuition waivers for former youth in care. This individual will be introduced to the sector on September 5, 2017.

### **Q12. What about part-time students?**

The Program applies to part-time students as long as they remain enrolled beyond the drop date for each study period.

## **Provincial Tuition Waiver Program 2017/18**

### **Institution FAQs**

**Q13. Is successful completion a determinant of whether or not a tuition waiver is issued?**

The Program applies as long as a student is still enrolled in a course or program beyond the drop date for each study period.

**Q14. What are the limits on the type of programs e.g. can students get tuition waived for a masters or medical degree?**

The Program applies to the wide range of study programs outlined below. There is no minimum course duration, course load, or maximum tuition fee coverage.

- Credit and non-credit courses leading to a certificate, diploma, credential or undergraduate degree.
- Courses taken during unclassified qualifying years, non-credit-based trades programs and continuing education programs eligible for student financial assistance.
- Apprenticeship training.
- Any non-credit courses associated with lifelong learning or competencies related to the labour market.

The Program does not apply to graduate or post-graduate courses or programs.



Motion Number (assigned by SCS): SCSB 20170927.03

**SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)**

**PROPOSED MOTION**

**Motion:** That the new Terms and Conditions for the Inspiring Women Among Us (IWAU) Award – Quesnel Campus be approved.

**Effective Date:** 2017-2018 Academic Year

**Rationale:** To activate the Inspiring Women Among Us (IWAU) Award – Quesnel Campus commencing the 2017-2018 Academic Year.

**Proposed By:** Tara Mayes, Development Officer – Donor Relations

**External Relations Contact:** Tara Mayes, Development Officer – Donor Relations  
**Faculty/Academic Department:** N/A

**Date:** September 15, 2017

**TO BE COMPLETED AFTER SCSB MEETING**

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

**Motion No.:** SCSB20170927.03

**Moved by:** Dale

**Seconded by:** Schorcht

**Committee Decision:** Carried

**Attachments:** 1 Page

**Approved by SCSB:** September 27, 2017

**Date**

**Chair's Signature**

**For information of Senate.**

## **AWARDS GUIDE INFORMATION:**

**Award Category:** General

**Award Name:** Inspiring Women Among Us (IWAU) Award – Quesnel Campus

**Awards Guide Description/Intent:** Education through UNBC has the power to change lives through the experiences that being a student provides. A better job, more self-confidence, financial independence, greater engagement in the community, a positive peer group – all are direct impacts of engaging with professors, students and the opportunities that campus life provides while achieving their goals. This award was established to assist women who are facing barriers in pursuing an education through UNBC.

**Donor:** Quesnel Campus Inspiring Women Among Us (IWAU) Committee and community donors

**Value:** \$250

**Number:** Variable (Pending fund availability)

**Award Type:** Award

**Eligibility:** Available to a full or part time undergraduate or graduate student who identifies as female and who is facing significant challenges and/or financial barriers, studying at the Quesnel Campus.

**Criteria:** satisfactory academic standing & demonstrated financial need.

**Note:** There is no application deadline, however; all applicants must provide a statement outlining why they feel they are eligible for this award.

**Effective Date:** Established 2017

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



Motion Number (assigned by SCS): SCSB20170927.04

**SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)**

**PROPOSED MOTION**

**Motion:** That the new Terms and Conditions for the Paul Madak Award be approved.

**Effective Date:** 2017-2018 Academic Year

**Rationale:** To activate the Paul Madak Award commencing the 2017-2018 Academic Year.

**Proposed By:** Katherine Scouten – Director, Development and Alumni Relations

**External Relations Contact:** Katherine Scouten – Director, Development and Alumni Relations

**Faculty/Academic Department:** N/A

**Date:** August 28, 2017

**TO BE COMPLETED AFTER SCSB MEETING**

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

**Motion No.:** SCSB20170927.04

**Moved by:** Horianopoulos

**Seconded by:** Oguntola

**Committee Decision:** Carried

**Attachments:** 1 Page

**Approved by SCSB:** September 27, 2017

**Date**

**Chair's Signature**

**For information of Senate.**

**AWARDS GUIDE INFORMATION:**

**Award Category:** In-course

**Award Name:** Paul Madak Award

**Awards Guide Description/Intent:** Paul came to UNBC in 1999 as Professor and Chair of the Education Program. By 2010 he was teaching in the Department of Psychology where students referred to him as, “very helpful, encouraging and willing to go the extra mile”. Paul retired in January 2015 and continues to be an adjunct faculty member. During his time at UNBC Paul was passionate about ensuring aboriginal students were supported in their studies and that they continued to pursue the goal of completing post-secondary education.

**Donor:** Various contributors

**Value:** \$500

**Number:** 3

**Award Type:** Award

**Eligibility:** Available to a full or part time returning aboriginal student.

**Criteria:** Demonstrated financial need and satisfactory academic standing.

**Note:** This is a one-time award.

**Effective Date:** Established 2017

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

## Senate Committee Vacancies (October 13, 2017)

### 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
SCCC	SCAAF Subcommittee on Curriculum and Calendar
CSCC	SCAAF Continuing Studies Credit Committee
SSAS	SCAAF Subcommittee on Academic Scheduling
REB	SCAAF Research Ethics Board
ACUC	SCAAF Subcommittee on Animal Care and Use
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

### Vacancies sorted by committee:

COMMITTEE	POSITION	TERM EXPIRY DATE
SCS	Faculty Senator †	03/31/2018
SCAD	Faculty Member — CSAM	03/31/2018
SCAAF	Faculty Senator	03/31/2019
	Lay Senator	03/31/2018
	Regional Senator	03/31/2020
CSCC	Faculty Member — CASHS	03/31/2020
	Faculty Member — CSAM	03/31/2020
	Undergraduate Senator	03/31/2017
	Graduate Student	03/31/2017
SCFNAP	Faculty Senator	03/31/2020
	Aboriginal Lay Senator or Aboriginal Regional Senator	03/31/2020
SCSB	Faculty Senator — CSAM	03/31/2018
SCSDA	First Nations Student	03/31/2018
	Graduate Student	03/31/2018
	Faculty Senator — CASHS	03/31/2018

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