

**SENATE MEETING
PUBLIC SESSION
MINUTES**

June 27, 2018
3:30 – 5:30 PM

Senate Chambers (Room 1079 Charles J McCaffray Hall)

Present: A. Abass, B. Annear, S. Barton, R. Budde, E. Caputo, D. Casperson, R. Chowdhury, A. Constantin, M. Dale, B. Deo, D. Desai, H. Empey, I. Hartley, L. Haslett, K. Hirsh-Pearson, P. Jackson, F. Khan, T. Klassen-Ross, E. Korkmaz, M. Mandy, H. Massingham, M. Murphy, A. Okechukwu, A. Palmer, A. Parent (Recording Secretary), G. Payne, M. Peterson, C. Ramsay, T. Ritchie, D. Ryan, H. Sanford, B. Schorcht, T. Summerville (Chair), T. Tannert, D. Weeks (Vice-Chair), D. Wessell Lightfoot, C. Whalen, R. Wheate, J. Wimmers-Klick, D. Nyce,

Regrets: C. Bonnar, H. Holler-Busch, G. Jacob, E. Jensen, J. Moore, L. Roodenburg, D. Weeks (Chair),

The meeting commenced at 3:34 p.m. The Vice-Chair was in the Chair.

1.0 Acknowledgement of Territory

The Chair acknowledged the traditional territory of the Lheidli T'enneh Nation.

2.0 S-201806.01

Approval of the Agenda

Murphy

That the agenda for the June 27, 2018 Public Session of Senate be approved as presented.

Amendment 1

Payne

That agenda item 11.2 Postdoctoral Fellows Policy be postponed until later Meeting of Senate.

Amendment 2

Ryan

That motion S-201806.25 be removed from the agenda

CARRIED as amended

3.0 S-201806.02

Approval of Senate Minutes

Hartley

That the minutes of the May 23, 2018 Public Session of Senate be approved as presented.

CARRIED

4.0 Business Arising from Previous Minutes of Senate

4.1 Senate Committee on Academic Affairs

Dr. Ryan

S-201806.03

Jackson

Approval of the UNBC Academic Dates - 2019- 2024

That, on the recommendation of the Senate Committee on Academic Affairs, the UNBC Academic Dates from 2019- 2024 be approved as proposed.

Effective Date: Upon the approval of Senate

The Registrar addressed concerns raised previously with regards to the January 2021 Semester having only 61 instructional days and only 11 Mon or Fri instructional days. As well, Senators had expressed a need for there to be a non-instructional day between the last day of classes and the first day of exams to allow for events such as Exam Jam and opportunity for students to connect with the faculty.

The Registrar noted that the proposed calendar is consistent with current practice and there have been recent semesters with the same issues. An effort has been made to provide sufficient instructional-days without moving into the exam period and while allowing enough time for end of term processing. The Office of the Registrar will make every effort to ensure that those students who have courses in the last two days of classes will not have exams during the first two days of the exam period.

If there are concerns with the number of instructional days for Monday and Friday classes, the Office of the Registrar can try to move classes that require more in-class instructional hours to other days of the week. Once the class convenes, the instructor could also coordinate an additional 3 hour block somewhere in the semester or post an additional lecture online that students would be responsible for.

It was suggested that for the January 2021 semester, classes could end on the 9th or 13th of April, providing one additional Friday and Monday.

With respect to the Exam Jam, the Registrar indicated that currently exam scheduling is driven to take events, such as Exam Jam into consideration.

A Senator noted that changes can be made if there is a good reason, in future.

CARRIED as amended

Amendment

Ryan

JANUARY 2021 SEMESTER

Orientation Day: Monday, Jan 4

Start of Classes: Tuesday, Jan 5

Add/Drop Date: Tuesday, Jan 19

Withdrawal Date: Wednesday, Feb 24

Last Day of Classes: ~~Thursday, Apr 8~~ Monday, Apr 12

First Day of Exams: ~~Monday, Apr 12~~ Wednesday, Apr 14

Last Day of Exams: ~~Thursday, Apr 22~~ Saturday, Apr 24

Total Exam Days: 11

Reading Break: Feb 16-19

Easter: April 2-5

of Monday Instructional Days: ~~44~~ 12

of Tuesday Instructional Days: 13

of Wednesday Instructional Days: 13

of Thursday Instructional Days: 13

of Friday Instructional Days: ~~44~~ 12

Number Instructional Days: ~~64~~ 63 (~~44~~ 12-13-13-13-~~44~~ 12)

CARRIED as amended

4.2 Response to question re: Institutional Research challenges around Tracking data such as upper level students taking 100 level courses.

Mr. Annear

The Registrar explained that we do not currently track the program audit pieces of a student's status within Banner in a manner that allows it to tie with the scheduling system to determine if a student is in their 3rd or 4th year and taking 100 level courses. There is no collective audit process and each audit is done individually. We do not currently record where a student is in their degree program, we only track the number of units. The Registrar reported that he has been looking into how we could do this but has not found a solution other than doing it manually, which is not feasible.

There is currently a Data Working Group tasked with looking at key indicators to track student success.

4.3 Response to question re: What it would take to confer credentials more than once a year?

Mr. Annear

The Registrar noted that this is possible and would require:

- A change to some of our current Regulations
- Senate would have to review lists of graduating students each term
- A review any policies that address the timing of graduation
- A review and some clean-up of any impacted language in the Calendar.
- A review of the Convocation process and communications to potential graduates as there would still likely only be one Convocation ceremony regardless of the additional opportunities for graduation and issuance of credentials.

The Registrar noted that this change could alleviate some need for overtime in the Office of the Registrar each spring.

ACTION ITEM: The Registrar will bring a motion back to a future Senate meeting.

4.4 Response to question re: information about how many of the unused awards are endowed awards.

Mr. Annear

The Registrar reported that: of the 421 currently available awards, 221 are endowed, which is 52.5%. Of the 15 awards that were not awarded for 2017-2018, 6 were endowed.

4.5 Action Item from May meeting: The Vice President, Research and Graduate Programs will bring policies or procedures related to, how graduate students who have successfully defended their thesis would be considered for Governor General Gold Medal status if their faculty supervisor is suddenly not available, back to Senate for review.

Senator Payne reported that he hoped to have this information available to present at the August or September Senate meeting.

4.6 Action Item from May Meeting: The Registrar will look at conventions used at other institutions with regards to listing faculty members credentials and institutions in the calendar to listing faculty members credential locations in the calendar.

The Registrar reported that looking at a cross-section, there are a variety of conventions used. Some of the primary institutions that we were looking at (U. Vic, UBC, SFU, University of Calgary, University Lethbridge) have gone to an electronic version of the calendar, in which they have created a PDF that links out to pages that have the faculty listings. In some cases these are listed at the program level, at the faculty level and at the front of the calendar. In all cases it is listed at either the front or the back of the calendar. The reason for looking at changing how we do it, is the maintenance of the faculty lists in the calendar and their accuracy, which is a concern for both faculty and the Registrar. There are too pieces of information that we need to look at, how often the faculty lists are listed in the calendar and how are they presented.

The Registrar would prefer to limit the number of times faculty are listed in the calendar to improve maintenance and highlighted that the list needs to be in a medium that is useful for students who are using the list.

A question was asked with regards to any requirements that we have in the University Act with regards to accurate lists.

The Registrar indicated that there is no requirement to have a list of faculty.

A comment was made that the difficulty with web resources is finding something constant and the ability to have a date in which it was accessed and accurate. Could there be an attempt to have a date linked to calendar?

Currently the date of July 1st is used for the calendar, but there is a challenge to ensure accuracy as there is no one source providing a list for which faculty should be listed in which program and those that are cross-listed.

A comment was made that the calendar is essential for when students are seeking letter of reference and we have a duty to have a clear record.

4.7 Harassment and Discrimination Report

No discussion.

4.8 Budget Information Links and Senate Expectations

Ms. Sanford

The University Secretary provided the following links as requested:

UNBC Finance Department – Budget Office: <https://www.unbc.ca/finance/budgets>

UNBC 2018-2019 Integrated University Plan:

<https://www.unbc.ca/sites/default/files/sections/finance/budgets/2018march23approvedintegrateduniversityplan.pdf>

UNBC Financial Planning Overview 2017-2018

<https://www.unbc.ca/sites/default/files/sections/finance/budgets/2017march21financialplanningoverview20172018approvedbytheboardofgovernors207bp03.31.05003.pdf>

The format of how the budget is present was changed in 2014-15 academic year. At the August Senate meeting, we will set some time aside to discuss SCUB, the budget process, Senate's role in the process and our expectations.

A comment was made that the actuals from previous years and some comparative tables do not seem to be provided on the link resources that were provided.

5.0 President's Report

None.

6.0 Report of the Provost

Dr. Ryan

The Provost discussed Academic Planning Priorities. A rough plan has been prepared for a new academic structure and we are now looking at the budget to implement. If the budget modelling is ready, we hope to have the proposal in draft format for late August.

An annual call for Faculty will be going out in the fall. The Provost will report back on number of positions being recruited to once he has a better idea of numbers retiring.

We are currently awaiting an announcement on funding for indigenization initiatives. Funding requests are out under the Aboriginal Services Plan (ASP) and the Post-Secondary Partnerships Program (PSPP).

We are very close to sending-out a proposal to the Ministry, collaborating with Northern Lights College and Northern Health for Nursing programing in the north-east.

We are currently searching for a Chair for the new Engineering program.

Good work has been done across campus and domestic enrolment numbers are up for the summer session. For fall 2018, applications are about even from this time last year but admissions are currently down 5-8% for various reasons. Transfers are up. We remain hopeful that we will still see growth, though perhaps slight for 2018.

Action Item: The Provost will report on the Enrolment initiatives for fall 2018 in his next report to Senate.

A question was asked if there was any update on the Unified Application Process.

The Registrar answered that this was in process and a sample will be ready for testing by staff this summer. The goal is currently to have it ready by sometime in September. The Provost added that from a governance level, they are moving to a model that is an industry lead initiative to ensure that there is a body in place that this continues.

A question was asked if here a sense of student enrolment from the Regional Colleges to UNBC?

Action Item: The Provost will report on the Enrolment from Regional Colleges in his next report to Senate.

7.0 Report of the Registrar

Mr. Annear

The Registrar reported that there are currently 6 vacancies in the Office of the Registrar and they are hoping to have some of these positions filled by September. There are 2 new Enrolment Services Representatives starting in the near future, they are interviewing for the Associate Registrar of Records and Systems, and there are 3 postings. One for an Associate Registrar of Enrolment, one for a Scheduling Officer and one for the Admission Officer for Graduate Programs who will be retiring shortly.

8.0 Question Period

No questions were submitted in advance and the Chair called for questions from the floor.

Questions from the Floor:

A question for the Registrar regarding the possibility of having a class free lunch hour daily.

The Registrar indicated that there would need to be an institutional appetite for this in order to make the changes. It would prove challenging as there are already difficulties getting all of our classes scheduled and this would add another constraint.

Action Item: The Registrar will run a simulation a scenario of a class free lunch hour and report back.

Senator Murphy was wondering if there was an update on the legal implications of whether a supervisory relationship could continue pending the outcome of an investigation, if students, undergraduate or graduate are impacted by a faculty member's suspension and there is in no way a danger.

Senator Payne indicated that this information will be included in the report he will be providing in August or September.

Senator Hirsh-Pearson asked about an update from the President on the question asked at the last senate meeting with regards to more information being provided with regards to faculty suspensions without breaching confidentiality.

Action item: The President will report back on how much more information we can provide without breaching confidentiality.

9.0 S-201806.04

Approval of Motions on the Consent Agenda

Dr. Summerville

Wessell Lightfoot

That the motions on the Consent Agenda, except for those removed for placement on the Regular Agenda, be approved as presented.

CARRIED

10.0 Committee Reports

10.1 Senate Committee on Academic Affairs

Dr. Ryan

"For Approval" Items:

S-201806.05

Change to the Program Requirements –Global and International Studies

Payne

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the program requirements for the Global and International Studies (BA Program), on page 148 of the 2017/2018 undergraduate calendar, be approved as proposed.

Effective date: September 2018

CARRIED

S-201806.06

Change to the Program Requirements – Joint Major in Global and International Studies/Political Science

Payne

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the program requirements for the Joint Major in Global and International Studies/Political Science, on page 148 of the 2017/2018 undergraduate calendar, be approved as proposed.

Effective date: September 2018

CARRIED

S-201806.07

Change to the Program Requirements – Joint Major in Economics/Global and International Studies

Payne

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the program requirements for the Joint Major in Economics/Global and International Studies, on page 93 of the 2017/2018 undergraduate calendar, be approved as proposed.

Effective date: September 2018

CARRIED

S-201806.08

Change to the Program Requirements – Joint Major in English and Environmental Studies

Payne

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the Joint Major in English and Environmental Studies, on page 106-107 (in the print or PDF calendar accessible on the UNBC web page) of the 2018/2019 undergraduate calendar, be approved as proposed.

Effective date: September 2018

CARRIED

S-201806.09

Wessell Lightfoot

Course Deletion – INTS 644-3 Russian Foreign Policy

That, on the recommendation of the Senate Committee on Academic Affairs, the deletion of INTS 644-3, Russian Foreign Policy, on page 139 of the 2017/2018 graduate calendar, be approved as proposed.

Effective date: September 2018

CARRIED (consent agenda)

S-201806.10

Wessell Lightfoot

Course Deletion – INTS 680-3 Pacific Environment

That, on the recommendation of the Senate Committee on Academic Affairs, the deletion of INTS 680-3, Pacific Environment, on page 139 of the 2017/2018 graduate calendar, be approved as proposed.

Effective date: September 2018

CARRIED (consent agenda)

S-201806.11

Wessell Lightfoot

Course Deletion – INTS 480-3 Pacific Environment

That, on the recommendation of the Senate Committee on Academic Affairs, the deletion of INTS 480-3, Pacific Environment, on page 270 of the 2017/2018 undergraduate calendar, be approved as proposed.

Effective date: September 2018
CARRIED (consent agenda)

S-201806.12

New Course Approval – INTS 620-3 International Regimes

Dale

That, on the recommendation of the Senate Committee on Academic Affairs, the new course INTS 620-3, International Regimes be approved as proposed.

Effective date: September 2018
CARRIED

S-201806.13

New Course Approval – INTS 621-3 The Political Economy of Natural Resource Extraction

Dale

That, on the recommendation of the Senate Committee on Academic Affairs, the new course INTS 621-3, The Political Economy of Natural Resource Extraction be approved as proposed.

Effective date: September 2018
CARRIED

S-201806.14

New Course Approval – INTS 420-3 International Regimes

Dale

That, on the recommendation of the Senate Committee on Academic Affairs, the new course INTS 420-3, International Regimes be approved as proposed.

Effective date: September 2018
CARRIED

S-201806.15

New Course Approval – INTS 421-3 The Political Economy of Natural Resource Extraction

Dale

That, on the recommendation of the Senate Committee on Academic Affairs, the new course INTS 421-3, The Political Economy of Natural Resource Extraction be approved as proposed.

Effective date: September 2018
CARRIED

S-201806.16

New Course Approval – HHSC 804-3 The Health of First Nations People

Hartley

That, on the recommendation of the Senate Committee on Academic Affairs, the new course HHSC 804-3 The Health of First Nations People be approved as proposed.

Effective date: September 2018
CARRIED

S-201806.17

New Course Approval – HHSC 811-3 Organization and Financing of Canadian Health Care

Hartley

That, on the recommendation of the Senate Committee on Academic Affairs, the new course Organization and Financing of Canadian Health Care HHSC 811-3 be approved as proposed.

Effective date: September 2018
CARRIED

S-201806.18

New Course Approval – HHSC 860-3 Field School in Human Ecology

Hartley

That, on the recommendation of the Senate Committee on Academic Affairs, the new course HHSC 860-3 Field School in Human Ecology be approved as proposed.

Effective date: September 2018
CARRIED

S-201806.19

Change to the Calendar Description – Health Sciences, Undergraduate

Wessell-Lightfoot

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the program description for the School of Health Sciences Honours in the PDF calendar accessible on the UNBC web page of the 2017/2018 undergraduate calendar, be approved as proposed.

Effective date: September 2018

CARRIED

S-201806.20

Change to the Calendar Description – Health Sciences, Graduate

Wessell-Lightfoot

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the degree preamble for Health Sciences (PDF calendar accessible on the UNBC web page, pg 69-71 print) of the 2017/2018 graduate be approved as proposed.

Effective date: September 2018

CARRIED

S-201806.21

Change to the Course Description – HHSC 703-3

Hirsh-Pearson

That, on the recommendation of the Senate Committee on Academic Affairs, the change to the course description for HHSC 703-3 on page 127 (PDF calendar accessible on the UNBC web page) of the 2016/2017 graduate calendar, be approved as proposed.

Effective date: September 2018

S-201806.22

Wessell Lightfoot

Change to the Course Description – HHSC 602-3 Organizing and Financing of Canadian Health Care

That, on the recommendation of the Senate Committee on Academic Affairs, the change to the course description for HHSC 602-3 on page 133 (PDF calendar accessible on the UNBC web page) of the 2017/2018 graduate calendar, be approved as proposed.

Effective date: September 2018

CARRIED (consent agenda)

S-201806.23

Change to the Course Description – HHSC 604-3 The Health of First Nations People

Hirsh-Pearson

That, on the recommendation of the Senate Committee on Academic Affairs, the change to the course description for HHSC 604-3 on page 123 (PDF calendar accessible on the UNBC web page) of the 2017/2018 graduate calendar, be approved as proposed.

Effective date: September 2018

CARRIED

S-201806.24

Wessell Lightfoot

Change to the Course Description – HHSC 760-3 Field School in Human Ecology

That, on the recommendation of the Senate Committee on Academic Affairs, the change to the course description for HHSC 760-3 on page 134 (PDF calendar accessible on the UNBC web page) of the 2017/2018 graduate calendar, be approved as proposed.

Effective date: September 2018

CARRIED (consent agenda)

S-201806.25 – Removed

S-201806.26

Change to the Course Description – NRES 760-3 Field School in Human Ecology

Wessell Lightfoot

That, on the recommendation of the Senate Committee on Academic Affairs, the change to the course description for NRES 760-3 on page 143 (PDF calendar accessible on the UNBC web page) of the 2017/2018 graduate calendar, be approved as proposed.

Effective date: September 2018

CARRIED (consent agenda)

S-201806.27

Change to the Program Requirements – Bachelor of Planning Major in First Nations

Hartley

That, on the recommendation of the Senate Committee on Academic Affairs, the change(s) to the program requirements for the Bachelor of Planning Major in First Nations Planning degree on page 117 of the 2017/2018 undergraduate calendar, be approved as proposed.

Effective date: September 2018

CARRIED

S-201806.28

Change to the Program Requirements – Bachelor of Planning Major in First Nations

Hartley

That, on the recommendation of the Senate Committee on Academic Affairs,

That the change(s) to the program requirements for the Bachelor of Planning Major in First Nations Planning degree on page 118 of the 2017/2018 undergraduate calendar, be approved as proposed.

Effective date: September 2018

CARRIED

S-201806.29

Change to the Program Requirements – Bachelor of Planning Major in Natural Resources

Hartley

That, on the recommendation of the Senate Committee on Academic Affairs, that the change(s) to the program requirements for the Bachelor of Planning Major in Natural Resources Planning degree on page 119 of the 2017/2018 undergraduate calendar, be approved as proposed.

Effective date: September 2018

CARRIED

S-201806.30

Change to the Program Requirements – Bachelor of Planning Major in Northern and Rural Community

Hartley

That, on the recommendation of the Senate Committee on Academic Affairs, the change(s) to the program requirements for the Bachelor of Planning Major in Northern and Rural degree on page 116 of the 2017/2018 undergraduate calendar, be approved as proposed

Effective date: September 2018

CARRIED

S-201806.31

Change to the Program Requirements – Bachelor of Planning Major in Northern and Rural Community

Hartley

That, on the recommendation of the Senate Committee on Academic Affairs, the change(s) to the program requirements for the Bachelor of Planning Major in Northern and Rural Community degree on

Effective date: September 2018

CARRIED

S-201806.32

Change to the Course Description – ENSC 654-3

Wessell Lightfoot

That, on the recommendation of the Senate Committee on Academic Affairs, the courses description for ENSC 654-3 on page 126 of the 2017/18 graduate calendar, be changed as proposed.

Effective date: September 2018

CARRIED (Consent Agenda)

S-201806.33

Change in Course Credit Hours - Master of Social Work Program

Haslett

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to correct the number of required credits for the MSW from motion s-201709.06 from September Senate, be approved

Effective date: September 2018

CARRIED

S-201806.34

Changes to Course Title - POLS 405-3

Wessell Lightfoot

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to correct the title of POLS 405 from February Senate, be approved as proposed.

Effective date: September 2018

CARRIED (Consent Agenda)

S-201806.35

Changes to Program Description – Co-operative Education

Payne

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the program description for Co-operative Education, on page 219 of the 2018/2019 undergraduate calendar, be approved as proposed.

Effective date: September 2018

CARRIED

S-201806.36

Changes to Program Description – Co-operative Education

Payne

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the program description for Co-operative Education, on page 49-50 of the 2017/2018 undergraduate calendar, be approved as proposed.

Effective date: September 2018

CARRIED

S-201806.37

Renewal of Exchange Agreement – Inland Norway University of Applied Sciences

Hartley

That, on the recommendation of the Senate Committee on Academic Affairs, the renewal of the bilateral exchange agreement between Inland Norway University of Applied Sciences (formerly Lillehammer University College), Norway and the University of Northern British Columbia be approved as proposed.

Effective Date: Upon approval of Senate

CARRIED

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

Mr. Annear

10.3 Senate Committee on First Nations and Aboriginal Peoples *(no material)*

Dr. Ryan

10.4 Senate Committee on Scholarships and Bursaries *(no material)*

Mr. Annear

10.5 Senate Committee on Nominations *(no material)*

Mr. Ritchie

10.6 Steering Committee of Senate

Dr. Ryan

“For Approval” Items:

S-201806.38

Changes to the Terms of Reference and Membership of the Senate Committee on First Nations and Aboriginal Peoples (SCFNAP)

Massingham

That, on the recommendation of the Steering Committee of Senate, the terms of reference for the SCFNAP be approved as proposed.

Effective Date: Upon the approval of Senate

CARRIED

S-201806.40

Changes to the Terms of Reference and Membership of the Senate Committee on Honorary Degrees and Other Forms of Special Recognition (SCHDSR)

Hartley

That, on the recommendation of the Steering Committee of Senate, the terms of reference and

for the SCHDSR be approved as proposed.
Effective Date: Upon the approval of Senate
CARRIED

S-201806.41

Procedures for the Search Committees for Academic Vice-Presidents and other Senior Academic Administrators

Payne

That, on the recommendation of the Steering Committee of Senate, the Procedures for the Search Committees for Academic Vice-Presidents and other Senior Academic Administrators be approved as proposed.

Motion to Postpone

Wessell Lightfoot

That the motion be postponed to the August 2018 Senate Meeting, to allow for written Notice of Motions for amendments to the Procedures.

CARRIED

11.0 Information

11.1 Chancellor Selection Procedures and Timeline

Ms. Sanford

12.0 Other Business (10 minutes)

13.0 S-201806.42 (10 minutes)

Move to In Camera Session

That the meeting move In Camera.

14.0 S-201806.46

Adjournment

That the Senate meeting be adjourned.