

**SENATE MEETING  
PUBLIC SESSION  
AGENDA**

February 27, 2019  
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-201902.01**

**Approval of the Agenda †**

Page 1 That the agenda for the February 27, 2019 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-201902.02**

**Approval of Senate Minutes**

Page 5 That the minutes of the January 23, 2019 Public Session of Senate be approved as presented.

**4.0 Business Arising**

Page 21 **4.1 Senate Mentorship Statement (10 minutes)**

**Ms. Hirsh-Pearson**

**5.0 President's Report**

**6.0 Report of the Provost**

**7.0 Report of the Registrar (3 minutes)**

**Mr. Annear**

**8.0 Question Period (10 minutes)**

**8.1 Written questions submitted in advance**

**8.2 Questions from the floor**

**9.0 S-201902.03**

**Approval of Motions on the Consent Agenda**

That the motions on the consent agenda, except for those removed for placement on the regular agenda, be approved as presented.

**Dr. Weeks**

**10.0 Committee Reports**

**10.1 Senate Committee on Academic Affairs (10 minutes)**

**Dr. Weeks**

**"For Approval" Items:**

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- Consent **S-201901.04**  
**Change(s) to Course Description and Prerequisites – CHEM 400-3**  
That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites for CHEM 400-3 Topics in Environmental Chemistry on page 199 of the 2018/2019 undergraduate calendar be approved as proposed.  
Page 24 Effective date: September 2019
- Consent **S-201901.05**  
**Change(s) to Course Description and Prerequisites – CHEM 401-3**  
That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites for CHEM 401-3 Chemistry Seminar on page 199 of the 2018/2019 undergraduate calendar be approved as proposed.  
Page 26 Effective date: September 2019
- Consent **S-201901.06**  
**Change(s) to Course Description and Prerequisites – CHEM 402-3**  
That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites for CHEM 402-3 Topics in Organic Chemistry on page 199 and 200 of the 2018/2019 undergraduate calendar be approved as proposed.  
Page 28 Effective date: September 2019
- Consent **S-201901.07**  
**Change(s) to Course Description and Prerequisites – CHEM 404-3**  
That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites for CHEM 404-3 Topics in Physical Chemistry on page 200 of the 2018/2019 undergraduate calendar be approved as proposed.  
Page 30 Effective date: September 2019
- Consent **S-201901.08**  
**Change(s) to Course Description and Prerequisites – CHEM 405-3**  
That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites for CHEM 405-3 Topics in Biochemistry on page 200 of the 2018/2019 undergraduate calendar be approved as proposed.  
Page 32 Effective date: September 2019
- Consent **S-201901.09**  
**Change(s) to Course Description and Prerequisites – CHEM 406-3**  
That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites for CHEM 406-3 Advanced Laboratory I on page 200 of the 2018/2019 undergraduate calendar be approved as proposed.  
Page 34 Effective date: September 2019
- Consent **S-201901.10**  
**Change(s) to Course Description and Prerequisites – CHEM 407-3**  
That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites for CHEM 407-3 Advanced Laboratory II on page 200 of the 2018/2019 undergraduate calendar be approved as proposed.  
Page 36 Effective date: September 2019
- Consent **S-201901.11**  
**Change(s) to Course Description and Prerequisites – CHEM 408-3**  
That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites for CHEM 408-3 Advanced Laboratory II on page 200 of the 2018/2019 undergraduate calendar be approved as proposed.  
Page 38 Effective date: September 2019
- Consent **S-201901.12**  
**Change(s) to Course Description and Prerequisites – CHEM 410-3**  
That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the prerequisites for CHEM 410-3 Topics in Analytical Chemistry on page 200 of the 2018/2019 undergraduate calendar be approved as proposed.

Page 40 Effective date: September 2019

Regular **S-201901.13**

**Change(s) to Course Prefix, Title and Description – VRES 950**

That, on the recommendation of the Senate Committee on Academic Affairs, the changes to the course prefix, course title, and course description for GRAD 950 Visiting Research Student in the 2018/2019 graduate calendar, be approved as proposed.

Page 42 Effective date: September 2019

Regular **S-201901.14**

**New Course Approval – VRES 951-0**

That, on the recommendation of the Senate Committee on Academic Affairs, the new course VRES 951-0 Visiting Research Student: Western Dean's Agreement be approved as proposed.

Page 44 Proposed semester of first offering: September 2019

Regular **S-201901.15**

**New Course Approval – VRES 952-0**

That, on the recommendation of the Senate Committee on Academic Affairs, the new course VRES 952-0 Visiting Research Student: Canadian University Graduate Transfer Agreement be approved as proposed.

Page 48 Proposed semester of first offering: September 2019

Regular **S-201901.16**

**New Course Approval – VRES 450-0**

That, on the recommendation of the Senate Committee on Academic Affairs, the new course VRES 450-0 Visiting Research Student: Undergraduate be approved as proposed.

Page 52 Proposed semester of first offering: September 2019

**“For Information” Items:**

**SCAAF201902.18**

**Change(s) to Calendar – Recognition of Aboriginal Rights**

That, on the recommendation of the Senate Committee on Academic Affairs, the expression of recognition of aboriginal rights as presented below for our admission processes, to be added on page 21 of the 2018/2019 graduate and page 20 of the 2018/2019 undergraduate calendar, be approved as proposed.

Page 56 Effective date: September 2019

**10.2 Senate Committee on Admissions and Degrees**

**10.3 Senate Committee on Nominations**

**10.4 Senate Committee on Scholarships and Bursaries (5 minutes)**

**Mr. Annear**

**“For Information” Items:**

**SCSB 201901.23.03 (approved)**

**Revised Elan Travel Bursary**

That the revised Terms and Conditions for the Elan Travel Bursary be approved.

Page 60 Effective Date: 2018-2019 Academic Year

**SCSB 20190123.04**

**Revised Nechako Chapter No. 40 – Order of the Eastern Star Bursary**

That the revised Terms and Conditions for the Nechako Chapter No. 40 – Order of the Eastern Star Bursary be approved.

Page 62 Effective Date: 2019-2020 Academic Year

**SCSB 20190123.05**

**Revised Rising Star Health Service Award**

That the revised Terms and Conditions for the Rising Star Health Service Award be approved.

Page 64 Effective Date: 2018-2019 Academic Year

**10.5 Senate Committee on Nominations**

**10.6 Senate Committee on University Budget (10 minutes)**

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**10.6.1 2019/20 Budget Update**

**10.7 Steering Committee of Senate (10 minutes)**

Regular

**S-201901.17**

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

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.

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Effective Date: Upon Approval of Senate

**11.0 Information**

**12.0 Other Business**

**13.0 S-201901.18 (10 minutes)**

**Move to In Camera Session**

That the meeting move In Camera.

**14.0 S-201901.22**

**Adjournment**

That the Senate meeting be adjourned.

Objective:

The objective of the Senate Mentorship Program is to prepare new senators to be informed regarding the procedures of senate and to provide them with information pertaining to any ongoing discussions. Further, the program is intended to answer questions new senators may have so that they can follow along and contribute to discussions. The hope is that this will promote healthy discussions in a collegial manner.

Definition of informal mentorship:

Informal mentorship has little organized structure and discussion should be led by the mentee in areas where guidance is needed. The mentor should be a person with experience, knowledge, and advice that can be shared with another person upon request.

Understanding the roles and expectations of senators:

Principally, the role and expectation of a senator is to make an informed vote on decisions pertaining to academic governance, and further, to contribute meaningfully and purposefully to discussions in the Senate Chambers.

From the University Act:

**Powers of senate of university named in section 3**

**37** (1) The academic governance of the university is vested in the senate and it has the following powers:

- (a) to regulate the conduct of its meetings and proceedings, including the determination of the quorum necessary for the transaction of its business, and the election of a vice chair at least annually, who is to chair meetings in the absence of the president;
- (b) to establish committees it considers necessary and, by 2/3 vote of its members present, to delegate to one or more committees those of its powers as it may determine;
- (c) to determine all questions relating to the academic and other qualifications required of applicants for admission as students to the university or to any faculty, and to determine in which faculty the students pursuing a course of study must register;
- (d) to determine the conditions under which candidates must be received for examination, to appoint examiners and to determine the conduct and results of all examinations;
- (e) to establish a standing committee to meet with the president and assist the president in preparing the university budget;
- (f) to consider, approve and recommend to the board the revision of courses of study, instruction and education in all faculties and departments of the university;
- (g) to provide for courses of study in any place in British Columbia and to encourage and develop extension and correspondence programs;
- (h) to provide for and to grant degrees, including honorary degrees, diplomas and certificates of proficiency, except in theology;
- (i) to recommend to the board the establishment or discontinuance of any faculty, department, course of instruction, chair, fellowship, scholarship, exhibition, bursary or prize;
- (j) to award fellowships, scholarships, exhibitions, bursaries and prizes;
- (k) to determine the members of the teaching and administrative staffs who are to be members of each faculty;

- (l) to make rules for the management and conduct of the library;
- (m) 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;
- (n) to provide for the preparation and publication of a university calendar;
- (o) to make recommendations to the board considered advisable for promoting the interests of the university or for carrying out the objects and provisions of this Act;
- (p) to deal with all matters reported by the faculties, affecting their respective departments or divisions;
- (q) to establish a standing committee to consider and take action on behalf of the senate on all matters that may be referred to the senate by the board;
- (r) subject to the approval of the board, to enter into agreements with any corporation or society in British Columbia entitled under any Act to establish examinations for admission to the corporation or society, for the purpose of conducting examinations and reporting results, and those corporations or societies have power to enter into the agreements;
- (s) to make rules respecting the conduct and financing of examinations referred to in paragraph (r) and other examinations conducted by the senate under any other Act;
- (t) to make rules respecting the reporting of results of examinations referred to in paragraphs (r) and (s);
- (u) to set the terms of affiliation with other universities, colleges or other institutions of learning, and to modify or terminate the affiliation;
- (v) to establish a standing committee of final appeal for students in matters of academic discipline;
- (w) to establish a standing committee on relations with other post secondary institutions in British Columbia;
- (x) to require any faculty to establish an advisory committee consisting of students of the faculty and members of the community at large.

#### What are the expectations/roles of mentors?

The expectation and role of the mentor is to:

- Answer questions regarding or add clarification to the processes of Senate or motions in Senate;
- Help introduce senators to others to form connections;
- Encourage senators to maintain a set of principles that may or may not align with the majority of senators;
- Provide space for dialogue about difficult matters, such as when one person votes in opposition to the rest of Senators.

#### What is not role of Mentors?

- To propagate power imbalances;
- To influence the views or votes of new or existing Senators.

#### What are the expectations/roles of mentees?

- To fulfill duties as a senator
- To foster a relationship with their mentor
- To encourage dialogue (i.e. ask questions when you have them and follow up)

Feedback Process:

The feedback process will add a standing Mentors/Mentee report on agenda to encourage transparency if desired. This will add an opportunity for other Senators that are not involved in the process to be informed and to ask questions.

In addition, a meeting will be held prior to, during, and after the mentorship.

Prior to the mentorship, the meeting will be to gauge participants' expectations, and to coach mentors regarding what they know and what they need to know.

During the mentorship, the meeting will see how participants feel about the program. The meeting will be done in three stages, first with just the mentors, then the mentees, and finally a combined group. An informal report will be generated for senate.

After the mentorship, the meeting will be done in three stages, first with just the mentors, then the mentees, and finally a combined group. This will generate an informal report for senate on outcomes and provide comments for the future.

DRAFT

Motion Number (assigned by  
Steering Committee of Senate): S-201902.04

## SENATE COMMITTEE ON ACADEMIC AFFAIRS

### PROPOSED REVISION OF CALENDAR ENTRY

**Motion:** That the changes to the prerequisites for CHEM 400-3 Topics in Environmental Chemistry on page 199 of the 2018/2019 undergraduate calendar be approved as proposed.

1. **Effective date:** September 2019

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

As CHEM 302-4 Environmental Chemistry I is no longer required by the Environmental Science program, the frequency of its offering has been reduced. Both Chem 302-4 and Chem 400-3 are now primarily taken by students majoring in other science programs, most of whom have taken a number of courses in Chemistry. The intent is to make this course available to students who have an adequate background in Chemistry.

3. **Implications of the changes for other programs, etc., if applicable:** Not applicable

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

**CHEM 400-3 Topics in Environmental Chemistry** This course considers advanced and selected topics in chemistry. Topics depend on instructor and student interest and normally focus on advanced material not dealt with in other courses. Note: Credit may be granted for both 400- and 600-level offerings of Topics in Chemistry courses, and either the 400- or 600-level offerings or a combination of both may be repeated to a maximum of 6 credit hours, provided the content of the independent offerings of the courses is sufficiently different (as determined by the Program Chair or College Dean).

Prerequisites: CHEM 302-4

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

**CHEM 400-3 Topics in Environmental Chemistry** This course considers advanced and selected topics in chemistry. Topics depend on instructor and student interest and normally focus on advanced material not dealt with in other courses. ~~Note:~~ Credit may be granted for both 400- and 600-level offerings of Topics in Chemistry courses, and either the 400- or 600-level offerings or a combination of both may be repeated to a maximum of 6 credit hours; provided the content of the independent offerings of the courses is sufficiently different (as determined by the Program Chair or College Dean).

Prerequisites: ~~CHEM 302-4~~ Permission of the instructor and at least 9 credit hours of chemistry at the 200 level or higher of which at least 3 credit hours must be at the 300 level

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

**Program / Academic / Administrative Unit:** Chemistry

**College:** Science and Management

**SCCC Review Date:** January 7, 2019

**College Council Motion Number:** CSAMCC 2019:01:10:05

**College Council Approval Date:** Jan 10, 2019

**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

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

**Brief Summary of Committee Debate:**

**Motion No.:** Omnibus Motion SCAAF201902.03

**Moved by:** G. Payne

**Seconded by:** R. Foo

**Committee Decision:** CARRIED



**Approved by SCAAF:**   February 13, 2019  

\_\_\_\_\_

**Date**

**Chair's Signature**

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

Motion Number (assigned by  
Steering Committee of Senate): S-201902.05

**SENATE COMMITTEE ON ACADEMIC AFFAIRS**  
**PROPOSED REVISION OF CALENDAR ENTRY**

**Motion:** That the changes to the prerequisites for CHEM 401-3 Chemistry Seminar on page 199 of the 2018/2019 undergraduate calendar be approved as proposed.

1. **Effective date:** September 2019

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

This course is intended as a capstone course in scientific communication. The inclusion of explicitly stated chemistry prerequisites allows the Chemistry Program to ensure sufficient academic experience and maturity to improve the chances of being successful in the course.

3. **Implications of the changes for other programs, etc., if applicable:** Not applicable

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

**CHEM 401-3 Chemistry Seminar** A workshop-based course emphasizing oral and written communication in the sciences. Topics include preparation of visuals, lecture and seminar presentation, scientific writing (including grant applications and scientific articles).

Prerequisites: Upper-division standing in a science program and permission of the Instructor

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

**CHEM 401-3 Chemistry Seminar** ~~This is a~~ A workshop-based course emphasizing oral and written communication in the sciences. Topics include preparation of visuals, lecture and seminar presentation, scientific writing (including grant applications and scientific articles).

Prerequisites: ~~Upper-division standing in a science program~~ Permission of the instructor and CHEM 200-3, CHEM 201-3, CHEM 202-3, CHEM 203-3, CHEM 210-3, at least 9 credit hours of chemistry at the 300 level or higher and permission of the instructor

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

**Program / Academic / Administrative Unit:** Chemistry

**College:** Science and Management

**SCCC Review Date:** January 7, 2019

**College Council Motion Number:** CSAMCC 2019:01:10:06

**College Council Approval Date:** Jan 10, 2019

**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

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

**Brief Summary of Committee Debate:**

**Motion No.:** Omnibus Motion SCAAF201902.04

**Moved by:** G. Payne

**Seconded by:** R. Foo

**Committee Decision:** CARRIED



**Approved by SCAAF:**   February 13, 2019  

\_\_\_\_\_

**Date**

**Chair's Signature**

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

Motion Number (assigned by  
Steering Committee of Senate): S-201902.06

**SENATE COMMITTEE ON ACADEMIC AFFAIRS**  
**PROPOSED REVISION OF CALENDAR ENTRY**

**Motion:** That the changes to the prerequisites for CHEM 402-3 Topics in Organic Chemistry on page 199 and 200 of the 2018/2019 undergraduate calendar be approved as proposed.

1. **Effective date:** September 2019

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

Since we are revising a number of 400 level chemistry course descriptions, we decided that it was prudent to include the strikeout of "College" in anticipation of the restructuring into faculties.

3. **Implications of the changes for other programs, etc., if applicable:** Not applicable

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

**CHEM 402-3 Topics in Organic Chemistry** This course considers advanced and selected topics in organic chemistry. Topics depend on instructor and student interest and normally focus on advanced material not dealt with in other courses. Note: Credit may be granted for both 400 and 600 level offerings of Topics in Chemistry courses, and either the 400 or 600 level or a combination of both may be repeated to a maximum of 6 credit hours, provided the content of the independent offerings of the courses is sufficiently different (as determined by the Program Chair or College Dean).

Prerequisites: one of CHEM 301-3 or CHEM 304-3

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

**CHEM 402-3 Topics in Organic Chemistry** This course considers advanced and selected topics in organic chemistry. Topics depend on instructor and student interest and normally focus on advanced material not dealt with in other courses. ~~Note:~~ Credit may be granted for both 400\_ and 600\_ level offerings of Topics in Chemistry courses, and either the 400 or 600 level or a combination of both may be repeated to a maximum of 6 credit hours; provided the content of the ~~independent offerings of the courses~~ is sufficiently different (as determined by the Program Chair or ~~College~~ Dean).

Prerequisites: ~~one of~~ CHEM 301-3 or CHEM 304-3

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

**Program / Academic / Administrative Unit:** Chemistry

**College:** Science and Management

**SCCC Review Date:** January 7, 2019

**College Council Motion Number:** CSAMCC 2019:01:10:07

**College Council Approval Date:** Jan 10, 2019

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

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

**Brief Summary of Committee Debate:**

**Motion No.:** Omnibus Motion SCAAF201902.05

**Moved by:** G. Payne

**Seconded by:** R. Foo

**Committee Decision:** CARRIED



**Approved by SCAAF:**   February 13, 2019  

\_\_\_\_\_

**Date**

**Chair's Signature**

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

Motion Number (assigned by  
Steering Committee of Senate): S-201902.07

**SENATE COMMITTEE ON ACADEMIC AFFAIRS**  
**PROPOSED REVISION OF CALENDAR ENTRY**

**Motion:** That the changes to the prerequisites for CHEM 404-3 Topics in Physical Chemistry on page 200 of the 2018/2019 undergraduate calendar be approved as proposed.

1. **Effective date:** September 2019

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

The addition of permission of instructor as a prerequisite allows the Chemistry Program is necessary to ensure sufficient academic experience and maturity for students taking this course and to improve the chances of students being successful.

3. **Implications of the changes for other programs, etc., if applicable:** Not applicable

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

**CHEM 404-3 Topics in Physical Chemistry** This course considers advanced and selected topics in physical chemistry. Topics depend on instructor and student interest and normally focus on advanced material not dealt with in other courses. Note: Credit may be granted for both 400 and 600 level offerings of Topics in Chemistry courses and either the 400 or 600 level or a combination of both may be repeated to a maximum of 6 credit hours, provided the content of the independent offerings of the courses is sufficiently different (as determined by the Program Chair or College Dean).

Prerequisites: one of CHEM 300-3 or CHEM 305-3

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

**CHEM 404-3 Topics in Physical Chemistry** This course considers advanced and selected topics in physical chemistry. Topics depend on instructor and student interest and normally focus on advanced material not dealt with in other courses. ~~Note:~~ Credit may be granted for both 400\_ and 600\_ level offerings of Topics in Chemistry courses and either the 400 or 600 level or a combination of both may be repeated to a maximum of 6 credit hours; provided the content of the ~~independent offerings of the~~ courses is sufficiently different (as determined by the Program Chair or ~~College~~ Dean).

Prerequisites: Permission of the instructor and one of CHEM 300-3 or CHEM 305-3

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

**Program / Academic / Administrative Unit:** Chemistry

**College:** Science and Management

**SCCC Review Date:** January 7, 2019

**College Council Motion Number:** CSAMCC 2019:01:10:08

**College Council Approval Date:** Jan 10, 2019

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

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

**Brief Summary of Committee Debate:**

**Motion No.:** Omnibus Motion SCAAF201902.06

**Moved by:** G. Payne

**Seconded by:** R. Foo

**Committee Decision:** CARRIED



**Approved by SCAAF:**   February 13, 2019  

\_\_\_\_\_

**Date**

**Chair's Signature**

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

Motion Number (assigned by  
Steering Committee of Senate): S-201902.08

## SENATE COMMITTEE ON ACADEMIC AFFAIRS

### PROPOSED REVISION OF CALENDAR ENTRY

**Motion:** That the changes to the prerequisites for CHEM 405-3 Topics in Biochemistry on page 200 of the 2018/2019 undergraduate calendar be approved as proposed.

1. **Effective date:** September 2019

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

The addition of permission of instructor as a prerequisite allows the Chemistry Program to ensure sufficient academic experience and maturity for students intending to take this course and to improve the chances of students being successful. In addition, CHEM 307-3 and CHEM 330-3 no longer exist. The upper division BCMB prerequisite ensures an adequate background for this course.

3. **Implications of the changes for other programs, etc., if applicable:** Not applicable

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

**CHEM 405-3 Topics in Biochemistry** This course considers advanced and selected topics in biochemistry. Topics depend on instructor and student interest and normally focus on advanced material not dealt with in other courses. Note: Credit may be granted for both 400 and 600 level offerings of Topics in Chemistry courses, and either the 400 or 600 level or a combination of both may be repeated to a maximum of 6 credit hours, provided the content of the independent offerings of the courses is sufficiently different (as determined by the Program Chair or College Dean).

Prerequisites: CHEM 330-3

Co-requisite: CHEM 307-3

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

**CHEM 405-3 Topics in Biochemistry** This course considers advanced and selected topics in biochemistry. Topics depend on instructor and student interest and normally focus on advanced material not dealt with in other courses. ~~Note:~~ Credit may be granted for both 400~~\_~~ and 600~~\_~~ level offerings of Topics in Chemistry courses, and either the 400 or 600 level or a combination of both may be repeated to a maximum of 6 credit hours~~,~~ provided the content of the ~~independent offerings of the~~ courses is sufficiently different ~~(as determined by the Program Chair or College Dean).~~

Prerequisites: ~~CHEM 330-3~~ Permission of the instructor and at least 3 credit hours of BCMB courses at the 300 level or higher

Co-requisite: CHEM 307-3

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

**Program / Academic / Administrative Unit:** Chemistry

**College:** Science and Management

**SCCC Review Date:** January 7, 2019

**College Council Motion Number:** CSAMCC 2019:01:10:09

**College Council Approval Date:** Jan 10, 2019

**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

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

**Brief Summary of Committee Debate:**

**Motion No.:** Omnibus Motion SCAAF201902.07

**Moved by:** G. Payne

**Seconded by:** R. Foo

**Committee Decision:** CARRIED



**Approved by SCAAF:**   February 13, 2019  

**Date**

**Chair's Signature**

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

Motion Number (assigned by  
Steering Committee of Senate): S-201902.09

**SENATE COMMITTEE ON ACADEMIC AFFAIRS**

**PROPOSED REVISION OF CALENDAR ENTRY**

**Motion:** That the changes to the prerequisites for CHEM 406-3 Advanced Laboratory I on page 200 of the 2018/2019 undergraduate calendar be approved as proposed.

1. **Effective date:** September 2019

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

This course is intended as the first in a capstone course sequence in laboratory chemistry. The prerequisite is being introduced to ensure students have an adequate background in analytical tools and instrumentation before attempting this course.

3. **Implications of the changes for other programs, etc., if applicable:** Not applicable

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

**CHEM 406-3 Advanced Laboratory I** The two courses, CHEM 406-3 and 407-3, are intended to act as capstone lab courses, providing experience with a wide variety of advanced synthetic, analytical and physical techniques. The courses are taken separately but a common set of experiments will be available throughout.

Prerequisites: Permission of instructor

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

**CHEM 406-3 Advanced Laboratory I** The two courses, CHEM 406-3 and 407-3, are intended to act as capstone lab courses; ~~that providing~~ provide experience with a wide variety of advanced synthetic, analytical and physical techniques. ~~The courses are taken separately but a common set of experiments will be available throughout.~~

Prerequisite: ~~Permission of instructor~~ CHEM 310-3

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

**Program / Academic / Administrative Unit:** Chemistry

**College:** Science and Management

**SCCC Review Date:** January 7, 2019

**College Council Motion Number:** CSAMCC 2019:01:10:10

**College Council Approval Date:** Jan 10, 2019

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

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

**Brief Summary of Committee Debate:**

**Motion No.:** Omnibus Motion SCAAF201902.08

**Moved by:** G. Payne

**Seconded by:** R. Foo

**Committee Decision:** CARRIED



**Approved by SCAAF:**   February 13, 2019  

\_\_\_\_\_

**Date**

**Chair's Signature**

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

Motion Number (assigned by  
Steering Committee of Senate): S-201902.10

## SENATE COMMITTEE ON ACADEMIC AFFAIRS

### PROPOSED REVISION OF CALENDAR ENTRY

**Motion:** That the changes to the prerequisites for CHEM 407-3 Advanced Laboratory II on page 200 of the 2018/2019 undergraduate calendar be approved as proposed.

1. **Effective date:** September 2019

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

This course is intended as the second in a capstone course sequence in laboratory chemistry. Although the normal sequence is CHEM 406-3 followed by CHEM 407-3, occasions arise (for example after a co-op work term) in which a student may take the courses out of sequence. The prerequisite is being introduced to ensure students have an adequate background in analytical tools and instrumentation before attempting this course.

3. **Implications of the changes for other programs, etc., if applicable:** Not applicable

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

**CHEM 407-3 Advanced Laboratory II** The two courses, CHEM 406-3 and 407-3, are intended to act as capstone lab courses, providing experience with a wide variety of advanced synthetic, analytical and physical techniques. The courses are taken separately but a common set of experiments will be available throughout.

Prerequisites: CHEM 406-3

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

**CHEM 407-3 Advanced Laboratory II** The two courses, CHEM 406-3 and 407-3, are intended to act as capstone lab courses; that providing provide experience with a wide variety of advanced synthetic, analytical and physical techniques. ~~The courses are taken separately but a common set of experiments will be available throughout.~~

Prerequisites: CHEM 310-3 and CHEM 406-3

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

**Program / Academic / Administrative Unit:** Chemistry

**College:** Science and Management

**SCCC Review Date:** January 7, 2019

**College Council Motion Number:** CSAMCC 2019:01:10:11

**College Council Approval Date:** Jan 10, 2019

**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

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

**Brief Summary of Committee Debate:**

**Motion No.:** Omnibus Motion SCAAF201902.09

**Moved by:** G. Payne

**Seconded by:** R. Foo

**Committee Decision:** CARRIED



**Approved by SCAAF:**   February 13, 2019  

\_\_\_\_\_

**Date**

**Chair's Signature**

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

Motion Number (assigned by  
Steering Committee of Senate): S-201902.11

**SENATE COMMITTEE ON ACADEMIC AFFAIRS**

**PROPOSED REVISION OF CALENDAR ENTRY**

**Motion:** That the changes to the prerequisites for CHEM 408-3 Environmental Chemistry II on page 200 of the 2018/2019 undergraduate calendar be approved as proposed.

1. **Effective date:** September 2019

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

As CHEM 408-3 Environmental Chemistry II is not a requirement for the Environmental Science program, the frequency of its offering has been reduced. Both Chem 302-4 and Chem 408-3 are now primarily taken by students majoring in other science programs, most of whom have taken a number of courses in Chemistry. The intent is to make this course available to students who have an adequate background in Chemistry.

3. **Implications of the changes for other programs, etc., if applicable:** Not applicable

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

**CHEM 408-3 Environmental Chemistry II** An advanced treatment of selected topics in environmental chemistry. Credit may be granted for both 400 and 600 level offerings of the course provided the content is sufficiently different (as determined by the Program Chair or Dean)

Prerequisites: CHEM 302-4

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

**CHEM 408-3 Environmental Chemistry II** ~~This course is a~~An advanced treatment of selected topics in environmental chemistry. Credit may be granted for both 400- and 600- level offerings of the course provided the content is sufficiently different {as determined by the Program Chair or Dean}.

Prerequisites: ~~CHEM 302-4~~Permission of the instructor and at least 9 credit hours of chemistry at the 200 level or higher

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

**Program / Academic / Administrative Unit:** Chemistry

**College:** Science and Management

**SCCC Review Date:** January 7, 2019

**College Council Motion Number:** CSAMCC 2019:01:10:12

**College Council Approval Date:** Jan 10, 2019

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

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

**Brief Summary of Committee Debate:**

**Motion No.:** Omnibus Motion SCAAF201902.10

**Moved by:** G. Payne

**Seconded by:** R. Foo

**Committee Decision:** CARRIED



**Approved by SCAAF:**   February 13, 2019  

\_\_\_\_\_

**Date**

**Chair's Signature**

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

Motion Number (assigned by  
Steering Committee of Senate): S-201902.12

**SENATE COMMITTEE ON ACADEMIC AFFAIRS**

**PROPOSED REVISION OF CALENDAR ENTRY**

**Motion:** That the changes to the prerequisites for CHEM 410-3 Topics in Analytical Chemistry on page 200 of the 2018/2019 undergraduate calendar be approved as proposed.

1. **Effective date:** September 2019

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

This addition of an alternate analytical chemistry course as a prerequisite permits students who pursue a cooperative education option to complete their degree requirements in a timely manner.

3. **Implications of the changes for other programs, etc., if applicable:** Not applicable

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

**CHEM 410-3 Topics in Analytical Chemistry** This course provides an advanced treatment of selected topics in analytical chemistry such as spectroscopy, separation technology and analytical instrumentation. Credit may be granted for both 400 and 600 level offerings of Topics in Chemistry courses and either the 400 or 600 level or a combination of both may be repeated to a maximum of 6 credit hours, provided the content of the independent offerings of the courses is sufficiently different (as determined by the Program Chair or College Dean).

Prerequisites: CHEM 310-3

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

**CHEM 410-3 Topics in Analytical Chemistry** This course provides an advanced treatment of selected topics in analytical chemistry such as spectroscopy, separation technology and analytical instrumentation. Credit may be granted for both 400\_ and 600\_ level offerings of Topics in Chemistry courses and either the 400 or 600 level or a combination of both may be repeated to a maximum of 6 credit hours\_ provided the content of the ~~independent offerings of the~~ courses is sufficiently different (as determined by the Program Chair or ~~College~~ Dean).

Prerequisites: CHEM 310-3 or CHEM 311-3

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

**Program / Academic / Administrative Unit:** Chemistry

**College:** Science and Management

**College Council Motion Number:** CSAMCC 2019:01:10:13

**College Council Approval Date:** Jan 10, 2019

**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

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

**Brief Summary of Committee Debate:**

**Motion No.:** Omnibus Motion SCAAF201902.11

**Moved by:** G. Payne

**Seconded by:** R. Foo

**Committee Decision:** CARRIED



**Approved by SCAAF:**   February 13, 2019  

**Date**

**Chair's Signature**

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

Motion Number (assigned by  
Steering Committee of Senate): S-201902.13

**SENATE COMMITTEE ON ACADEMIC AFFAIRS**

**PROPOSED REVISION OF CALENDAR ENTRY**

**Motion:** That the changes to the course prefix, course title, and course description for GRAD 950 Visiting Research Student in the 2018/2019 graduate calendar, be approved as proposed.

1. **Effective date:** September 2019
2. **Rationale for the proposed revisions:** The prefix is being changed from GRAD to VRES to make it more consistent with new Visiting Research Student courses. Further, the course title and description are being updated to better reflect that this course is meant specifically for graduate students.
3. **Implications of the changes for other programs, etc., if applicable:** None
4. **Reproduction of current Calendar entry for the item to be revised:**

**GRAD 950-0 Visiting Research Student** All Visiting Research Students who are at UNBC under the Canadian Graduate Student Research Mobility Agreement or other approved graduate student research agreements must register in this course. This course may be repeated. Current UNBC graduate students are not eligible to register for this course.

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

**GRAD VRES 950-0 Visiting Research Student: Graduate** All graduate Visiting Research Students who are at UNBC under the Canadian Graduate Student Research Mobility Agreement or other approved graduate student research agreements must register in this course. This course may be repeated but degree program requirements may limit the number of times students may take external courses and apply them to a degree. Current UNBC graduate students are not eligible to register for this course.

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

**Program / Academic / Administrative Unit:** Office of the Registrar

**College:** N/A

**SCCC Reviewed:** January 7 2019

**College Council Motion Number:** Omnibus Motion: CASHSCC.2019.01.17.03

Omnibus Motion: CSAMCC 2019:02:14:04

**College Council Approval Date:** January 17, 2019  
February 15, 2019

**Senate Committee on First Nations and Aboriginal Peoples Motion Number:**

**Senate Committee on First Nations and Aboriginal Peoples Meeting Date:**

**7. Other Information**

**Attachment Pages:**   0   pages

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

**Brief Summary of Committee Debate:**

**Motion No.:** Omnibus Motion SCAAF201902.12

**Moved by:** E. Jensen

**Seconded by:** R. Foo

**Committee Decision:** CARRIED



**Approved by SCAAF:**   February 13, 2019  

**Date**

**Chair's Signature**

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

Motion Number (assigned by  
Steering Committee of Senate): S-201902.14

**SENATE COMMITTEE ON ACADEMIC AFFAIRS**

**NEW COURSE APPROVAL MOTION FORM**

**Motion:** That the new course VRES 951-0 Visiting Research Student: Western Dean's Agreement be approved as follows:

**A. Description of the Course**

1. **Proposed semester of first offering:** September 2019
2. **Academic Program:** N/A
3. **Course Subject, Number\*, and Credit hours (e.g. CHEM 210-3):** VRES 951-0
4. **Course Title:** Visiting Research Student: Western Dean's Agreement
5. **Goal(s) of Course:**
6. **Calendar Course Description:** All outgoing graduate students under the Western Dean's Agreement must register in this course. This course may be repeated but degree program requirements may limit the number of times students may take external courses and apply them to a degree.
7. **Credit Hours:** 0 credit hours (Normally, UNBC courses are 3 credit hours and may not be repeated for additional credit. If this course falls outside the norm, please complete sections "a)" and "b)" below).

**a) Can the course be repeated for credit if the subject matter differs substantially?**

Yes\* X No         

\* If "yes," please indicate the maximum number\*\* of credit hours which may be applied to a student's degree using this course: 0

\*\* If the course may be taken more than once but will only ever be offered for 3 credit hours, for example, per offering, the credit hours are simply expressed as "3" and the following notation (with the correct number of credit hours noted) is included within the Calendar Course Description:  
*"This course may be repeated to a maximum of XX credit hours if the material is substantially different."*

**b) Is variable credit available for this course? Yes          No X**

Variable credit is denoted by the following examples:

- i) **"3-6"**: in this example, the course may be offered for 3, 4, 5, OR 6 credit hours during a single offering. In this example, the course number would be expressed as CHEM 210-(3-6).
- ii) **"3,6"**: in this example, the course may be offered for EITHER 3 or 6 credit hours during a single offering. In this example, the course number would be expressed as CHEM 210-(3,6).

**8. Contact Hours (per week):**

Lecture 0  
Laboratory 0

Seminar 0  
Other (please specify) \_\_\_\_\_

**9. Prerequisites (taken prior):** None

**10. Prerequisites with concurrency (taken prior or simultaneously):** None

**11. Co-requisites (must be taken simultaneously):** None

**12. Preclusions:** None

**13. Course Equivalencies:** None

**14. Grade Mode:** PASS/FAIL

**15. Course to be offered:** each semester X  
each year \_\_\_\_\_  
alternating years \_\_\_\_\_

**16. Proposed text / readings:** None

**B. Significance Within Academic Program**

**1. Anticipated enrolment** N/A

**2. If there is a proposed enrolment limit, state the limit and explain:** \_\_\_\_\_

**3. Required for:** Major: N/A Minor: N/A Other: \_\_\_\_\_

**4. Elective in:** Major: N/A Minor: N/A Other: \_\_\_\_\_

**5. Course required by another major/minor:**

N/A

6. Course required or recommended by an accrediting agency: N/A
7. Toward what degrees will the course be accepted for credit? N/A
8. What other courses are being proposed within the Program this year? N/A
9. What courses are being deleted from the Program this year? N/A

**C. Relation to Other Program Areas**

1. Identify courses in other UNBC Programs that overlap with this course; describe the overlap and comment on its significance:
2. Is a preclusion required? Yes \_\_\_\_\_ No  X
3. If there is an overlap, and no preclusion is required, please explain why not: N/A
4. Has this overlap been discussed with the Program concerned? Yes \_\_\_\_\_ No \_\_\_\_\_
5. In offering this course, will UNBC require facilities or staff at other institutions?  
Yes \_\_\_\_\_ No  X

If yes, please describe requirements:

6. Is this course replacing an existing course that is included in one or more transfer agreements with external institutions?  
Yes \_\_\_\_\_ No  X

If **“yes,”** please contact the Articulation Officer in the Office of the Registrar.

**D. Resources required**

1. Please describe ADDITIONAL resources required over the next five years to offer this course.
  - i. College Staffing: N/A
  - ii. Space (classroom, laboratory, storage, etc.): N/A
  - iii: Library Holdings: N/A
  - iv. Computer (time, hardware, software): N/A

**E. Additional Attached Materials**

Copy of the Western Dean’s Agreement Form.

**F. Other Considerations**

1. **First Nations Content\*:** Yes\*\* \_\_\_\_\_ No  X   
\* *Whether a new course has First Nations content is to be determined by the relevant College Council(s).*

\*\*If “yes,” refer the motion to the Senate Committee on First Nations and Aboriginal Peoples prior to SCAAF.

2. **Other Information:**  
3. **Attachment Pages (in addition to required “Library Holdings” Form):**  1  pages

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

1. **College(s):**  
2. **SCCC Reviewed:** January 7 2019  
3. **College Council Motion Number(s):** Omnibus Motion: CASHSCC.2019.01.17.03  
Omnibus Motion: CSAMCC 2019:02:14:05  
4. **College Council Approval Date(s):** January 17, 2019  
February 15, 2019  
5. **Senate Committee on First Nations and Aboriginal Peoples Motion Number:** N/A  
6. **Senate Committee on First Nations and Aboriginal Peoples Meeting Date:** N/A

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

**Brief Summary of Committee Debate:**

**Motion No.:** Omnibus Motion SCAAF201902.13

**Moved by:** E. Jensen

**Seconded by:** R. Foo

**Committee Decision:** CARRIED



**Approved by SCAAF:**  February 13, 2019

\_\_\_\_\_

**Date**

**Chair’s Signature**

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

Motion Number (assigned by  
Steering Committee of Senate): S-201902.15

**SENATE COMMITTEE ON ACADEMIC AFFAIRS**

**NEW COURSE APPROVAL MOTION FORM**

**Motion:** That the new course VRES 952-0 Visiting Research Student: Canadian University Graduate Transfer Agreement be approved as follows:

**A. Description of the Course**

1. **Proposed semester of first offering:** September 2019
2. **Academic Program:** N/A
3. **Course Subject, Number\*, and Credit hours (e.g. CHEM 210-3):** VRES 952-0
4. **Course Title:** Visiting Research Student: Canadian University Graduate Transfer Agreement
5. **Goal(s) of Course:**
6. **Calendar Course Description:** All outgoing graduate students under the Canadian University Graduate Transfer Agreement (CUGTA) must register in this course. This course may be repeated but degree program requirements may limit the number of times students may take external courses and apply them to a degree.
7. **Credit Hours:** 0 credit hours (Normally, UNBC courses are 3 credit hours and may not be repeated for additional credit. If this course falls outside the norm, please complete sections "a)" and "b)" below).

**a) Can the course be repeated for credit if the subject matter differs substantially?**

Yes\* X No         

\* If "yes," please indicate the maximum number\*\* of credit hours which may be applied to a student's degree using this course: 0

\*\* If the course may be taken more than once but will only ever be offered for 3 credit hours, for example, per offering, the credit hours are simply expressed as "3" and the following notation (with the correct number of credit hours noted) is included within the Calendar Course Description:  
"This course may be repeated to a maximum of XX credit hours if the material is substantially different."

**b) Is variable credit available for this course? Yes          No X**

Variable credit is denoted by the following examples:

- i) "**3-6**": in this example, the course may be offered for 3, 4, 5, OR 6 credit hours during a single offering. In this example, the course number would be expressed as CHEM 210-(3-6).
- ii) "**3,6**": in this example, the course may be offered for EITHER 3 or 6 credit hours during a single offering. In this example, the course number would be expressed as CHEM 210-(3,6).

**8. Contact Hours (per week):**

Lecture 0

Seminar 0

Laboratory 0

Other (please specify) \_\_\_\_\_

**9. Prerequisites (taken prior):** None

**10. Prerequisites with concurrency (taken prior or simultaneously):** None

**11. Co-requisites (must be taken simultaneously):** None

**12. Preclusions:** None

**13. Course Equivalencies:** None

**14. Grade Mode:** PASS/FAIL

**15. Course to be offered:** each semester X

each year \_\_\_\_\_

alternating years \_\_\_\_\_

**16. Proposed text / readings:** None

**B. Significance Within Academic Program**

**1. Anticipated enrolment** N/A

**2. If there is a proposed enrolment limit, state the limit and explain:** \_\_\_\_\_

**3. Required for:** Major: N/A Minor: N/A Other: \_\_\_\_\_

**4. Elective in:** Major: N/A Minor: N/A Other: \_\_\_\_\_

**5. Course required by another major/minor:**

N/A

6. Course required or recommended by an accrediting agency: N/A
7. Toward what degrees will the course be accepted for credit? N/A
8. What other courses are being proposed within the Program this year? N/A
9. What courses are being deleted from the Program this year? N/A

### **C. Relation to Other Program Areas**

1. Identify courses in other UNBC Programs that overlap with this course; describe the overlap and comment on its significance:
2. Is a preclusion required? Yes \_\_\_\_\_ No  X
3. If there is an overlap, and no preclusion is required, please explain why not: N/A
4. Has this overlap been discussed with the Program concerned? Yes \_\_\_\_\_ No \_\_\_\_\_
5. In offering this course, will UNBC require facilities or staff at other institutions?  
Yes \_\_\_\_\_ No  X

If yes, please describe requirements:

6. Is this course replacing an existing course that is included in one or more transfer agreements with external institutions?  
Yes \_\_\_\_\_ No  X

If **“yes,”** please contact the Articulation Officer in the Office of the Registrar.

### **D. Resources required**

1. Please describe ADDITIONAL resources required over the next five years to offer this course.
  - i. College Staffing: N/A
  - ii. Space (classroom, laboratory, storage, etc.): N/A
  - iii: Library Holdings: N/A
  - iv. Computer (time, hardware, software): N/A

### **E. Additional Attached Materials**

Copy of the Canadian University Graduate Transfer Agreement (CUGTA) Terms of Reference

**F. Other Considerations**

1. **First Nations Content\*:** Yes\*\* \_\_\_\_\_ No  X   
\* *Whether a new course has First Nations content is to be determined by the relevant College Council(s).*

\*\*If “yes,” refer the motion to the Senate Committee on First Nations and Aboriginal Peoples prior to SCAAF.

2. **Other Information:**  
3. **Attachment Pages (in addition to required “Library Holdings” Form):**  1  pages

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

1. **College(s):** N/A  
2. **SCCC Reviewed:** January 7 2019  
3. **College Council Motion Number(s):** Omnibus Motion: CASHSCC.2019.01.17.03  
Omnibus Motion: CSAMCC 2019:02:14:06  
4. **College Council Approval Date(s):** January 17, 2019  
February 15, 2019

<b>INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING</b>	
<b>Brief Summary of Committee Debate:</b>	
<b>Motion No.:</b> Omnibus Motion SCAAF201902.14	
<b>Moved by:</b> E. Jensen	<b>Seconded by:</b> R. Foo
<b>Committee Decision:</b> CARRIED	
	
<b>Approved by SCAAF:</b> <u> February 13, 2019 </u>	_____
<b>Date</b>	<b>Chair’s Signature</b>
<b>For recommendation to <u> ✓ </u>, or information of _____ Senate.</b>	

Motion Number (assigned by  
Steering Committee of Senate): S-201902.15

**SENATE COMMITTEE ON ACADEMIC AFFAIRS**  
**NEW COURSE APPROVAL MOTION FORM**

**Motion:** That the new course VRES 450-0 Visiting Research Student: Undergraduate be approved as follows:

**A. Description of the Course**

1. **Proposed semester of first offering:** September 2019
2. **Academic Program:** N/A
3. **Course Subject, Number\*, and Credit hours (e.g. CHEM 210-3):** VRES 450-0
4. **Course Title:** Visiting Research Student: Undergraduate
5. **Goal(s) of Course:**
6. **Calendar Course Description:** All undergraduate Visiting Research Students who are at UNBC under approved undergraduate student research agreements must register in this course. This course may be repeated but degree program requirements may limit the number of times students may take external courses and apply them to a degree. Current UNBC undergraduate students are not eligible to register for this course.
7. **Credit Hours:** 0 credit hours (Normally, UNBC courses are 3 credit hours and may not be repeated for additional credit. If this course falls outside the norm, please complete sections "a)" and "b)" below).

**a) Can the course be repeated for credit if the subject matter differs substantially?**

Yes\* X No         

\* If "yes," please indicate the maximum number\*\* of credit hours which may be applied to a student's degree using this course: 0

\*\* If the course may be taken more than once but will only ever be offered for 3 credit hours, for example, per offering, the credit hours are simply expressed as "3" and the following notation (with the correct number of credit hours noted) is included within the Calendar Course Description:  
*"This course may be repeated to a maximum of XX credit hours if the material is substantially different."*

**b) Is variable credit available for this course?** Yes          No X

Variable credit is denoted by the following examples:



6. Course required or recommended by an accrediting agency: N/A
7. Toward what degrees will the course be accepted for credit? N/A
8. What other courses are being proposed within the Program this year? N/A
9. What courses are being deleted from the Program this year? N/A

**C. Relation to Other Program Areas**

1. Identify courses in other UNBC Programs that overlap with this course; describe the overlap and comment on its significance:
2. Is a preclusion required? Yes \_\_\_\_\_ No  X
3. If there is an overlap, and no preclusion is required, please explain why not: N/A
4. Has this overlap been discussed with the Program concerned? Yes \_\_\_\_\_ No \_\_\_\_\_
5. In offering this course, will UNBC require facilities or staff at other institutions?  
Yes \_\_\_\_\_ No  X

If yes, please describe requirements:

6. Is this course replacing an existing course that is included in one or more transfer agreements with external institutions?  
Yes \_\_\_\_\_ No  X

If **“yes,”** please contact the Articulation Officer in the Office of the Registrar.

**D. Resources required**

1. Please describe ADDITIONAL resources required over the next five years to offer this course.
  - i. College Staffing: N/A
  - ii. Space (classroom, laboratory, storage, etc.): N/A
  - iii: Library Holdings: N/A
  - iv. Computer (time, hardware, software): N/A

**E. Additional Attached Materials**

Copy of the Western Dean’s Agreement Form.

**F. Other Considerations**

1. **First Nations Content\*:** Yes\*\* \_\_\_\_\_ No  X   
\* *Whether a new course has First Nations content is to be determined by the relevant College Council(s).*

\*\*If “yes,” refer the motion to the Senate Committee on First Nations and Aboriginal Peoples prior to SCAAF.

2. **Other Information:**  
3. **Attachment Pages (in addition to required “Library Holdings” Form):**  1  pages

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

1. **College(s):** N/A  
2. **SCCC Reviewed:** 7 January 2019  
3. **College Council Motion Number(s):** Omnibus Motion: CASHSCC.2019.01.17.03  
Omnibus Motion: CSAMCC 2019:02:14:07  
4. **College Council Approval Date(s):** January 17, 2019  
February 15, 2019

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

**Brief Summary of Committee Debate:**

**Motion No.:** Omnibus Motion SCAAF201902.15

**Moved by:** E. Jensen

**Seconded by:** R. Foo

**Committee Decision:** CARRIED



**Approved by SCAAF:**  February 13, 2019

**Date**

**Chair’s Signature**

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

Motion Number (assigned by  
Steering Committee of Senate): \_\_\_\_\_

## SENATE COMMITTEE ON ACADEMIC AFFAIRS

### PROPOSED REVISION OF CALENDAR ENTRY

**Motion:** That the expression of recognition of aboriginal rights as presented below for our admission processes, to be added on page 21 of the 2018/2019 graduate and page 20 of the 2018/2019 undergraduate calendar, be approved as proposed.

1. **Effective date:** September 2019

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

The new approach will allow any Indigenous peoples whose ancestral lands were arbitrarily divided by the creation of the Canada US border to be considered domestic students rather than international students.

The Jay Treaty secured the rights of Indigenous peoples to continue to move freely cross the US-Canada border, by land or water, in order to carry on trade or commerce with each other as they had done before the border was established.

This policy addresses some of the issues presented in the Truth and Reconciliation Commission's recommendation to recognize Aboriginal rights and the effects of colonialization on Aboriginal peoples.

Examples of recent wording from other post-secondary institutions:

Emily Carr

This opportunity is open only to qualified individuals who self-identify as Indigenous Peoples of North America or Peoples of Turtle Island, including those who identify as First Nations (status, non-status, treaty or non-treaty), Métis, Inuit, or Alaskan Native, Native American, and Native Hawaiian Peoples. This initiative is a special program under the British Columbia Human Rights Tribunal.

VIU

Vancouver Island University (VIU) is excited to welcome students living outside Canada with an ancestral connection to Canadian Indigenous groups to study at the lower domestic tuition rate

VIU's Board of Governors has recently approved this initiative as a commitment to fulfill the recommendations of Canada's Truth and Reconciliation Commission. It also supports the UN Declaration on the Rights of Indigenous Peoples and the Jay Treaty of 1795. This treaty secured the rights of Indigenous peoples to freely cross the US-Canada border, by land or water, in order to carry on trade or commerce with each other as they had done before the border was established.

We look forward to working with our communities and welcoming students under this program and to continuing to support initiatives that invest in and actively support reconciliation with Canada's Indigenous nations.

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

Consultation has included discussion at Senate and sub committees prior to this submission, The

First Nations Centre representatives have been given an opportunity to provide feedback. The motion will be brought to SCFNAP as well as part of normal Senate review processes.

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

##### **Graduate Calendar**

1.0 General Admission Application information is available from the website, at [www.unbc.ca/ apply/graduate](http://www.unbc.ca/apply/graduate) or from the Office of the Registrar. The requirements for admissibility include, but are not limited to, an acceptable academic standing (see 1.3.2), acceptable letters of reference, the availability of a supervisor within the program concerned, and the availability of adequate space and facilities.

##### **Undergraduate Calendar**

The University of Northern British Columbia is committed to providing the best possible educational experience to its students. While some areas of academic study are available to new students without restriction, to ensure the highest quality learning environment others must be limited in enrolment by the availability of suitable space and instruction. Except for first-entry professional programs, first-year first-entry students are admitted to UNBC by their degree outcome of interest, and must indicate at least their first choice of Degree Group (for example Bachelor of Arts or Bachelor of Science) on their application form. Until such time as students declare a major, they will be assigned either of the two College Deans based upon their declared degree group. Once admitted, if the Major selected would require a transfer between Degree Groups, the approval of the College Dean for the Academic Program including the desired major is required. Transfer from a first-entry professional program to one of the Degree Groups is permitted only by approval of the College Dean for the Academic Program including the desired major.

Transfer students are considered for admission only in the context of a Declaration of Major, and will be admitted, on the basis of space availability and eligibility, by established criteria in the Major of choice.

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

##### **Graduate Calendar**

1.0 General Admission Application information is available from the website, at [www.unbc.ca/ apply/graduate](http://www.unbc.ca/apply/graduate) or from the Office of the Registrar. The requirements for admissibility include, but are not limited to, an acceptable academic standing (see 1.3.2), acceptable letters of reference, the availability of a supervisor within the program concerned, and the availability of adequate space and facilities.

In the spirit of the UN Declaration on the Rights of Indigenous Peoples and the recommendations of the Truth and reconciliation Commission, UNBC respects and recognizes that the national boundaries imposed by colonization do not represent indigenous citizenship and territories. Therefore UNBC will recognize all Indigenous students within Canada and the United States as domestic for the purposes of application processing and the application and tuition fees.

##### **Undergraduate Calendar**

##### **Admissions**

The University of Northern British Columbia is committed to providing the best possible educational experience to its students. While some areas of academic study are available to new students without restriction, to ensure the highest quality learning environment others must be limited in enrolment by the availability of suitable space and instruction. Except for first-entry professional programs, first-year first-entry students are admitted to UNBC by their degree outcome of interest, and must indicate at least their first choice of Degree Group (for example Bachelor of Arts or Bachelor of Science) on their application form. Until such time as students declare a major, they will be assigned either of the two College Deans based upon their declared degree group. Once admitted, if the Major selected would require a transfer between Degree Groups, the approval of the College Dean for the Academic Program including the desired major is required. Transfer from a first-entry professional program to one of the Degree Groups is permitted only by approval of the College Dean for the Academic Program including the desired major.

In the spirit of the UN Declaration on the Rights of Indigenous Peoples and the recommendations of the Truth and reconciliation Commission, UNBC respects and recognizes that the national boundaries imposed by colonization do not represent indigenous citizenship and territories. Therefore UNBC will recognize all Indigenous students within Canada and the United States as domestic for the purposes of application processing and the application and tuition fees.

Transfer students are considered for admission only in the context of a Declaration of Major, and will be admitted, on the basis of space availability and eligibility, by established criteria in the Major of choice.

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

**Program / Academic / Administrative Unit:** Registrar's Office

**College:**

**SCCC Reviewed:** 4 December 2018

**College Council Motion Number:**

**College Council Approval Date:**

**Senate Committee on First Nations and Aboriginal Peoples Motion Number:** SCFNAP201901.04

**Senate Committee on First Nations and Aboriginal Peoples Meeting Date:** January 3, 2019

**7. Other Information**

**Attachment Pages:**   0   pages

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

**Brief Summary of Committee Debate:**

**Motion No.:** SCAAF201902.18

**Moved by:** T. Klassen-Ross

**Seconded by:** R. Foo

**Committee Decision:** CARRIED

**Approved by SCAAF:** February 13, 2019  
**Date**

  
**Chair's Signature**

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

## **Draft Language for Recognition of Aboriginal Rights Motion**

**Motion:** That the expression of recognition of aboriginal rights as presented below for our admission processes, to be added on page 21 of the 2018/2019 graduate and page 20 of the 2018/2019 undergraduate calendar, be approved as proposed.

In the spirit of the UN Declaration on the Rights of Indigenous Peoples and the recommendations of the Truth and reconciliation Commission, UNBC respects and recognizes that the national boundaries imposed by colonization do not represent indigenous citizenship and territories. Therefore UNBC will recognize all Indigenous students within Canada and the United States as domestic for the purposes of application processing and the application and tuition fees.



Motion Number (assigned by SCS): \_\_\_\_\_

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

**PROPOSED MOTION**

**Motion:** That the revised Terms and Conditions for the Elan Travel Bursary be approved.

**Effective Date:** 2018-2019 Academic Year

**Rationale:** To revise the Elan Travel Bursary commencing the 2018-2019 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:** January 4, 2019

**TO BE COMPLETED AFTER SCSB MEETING**

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

**Motion No.:** SCSB20190123.03

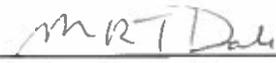
**Moved by:** Mayes

**Seconded by:** Massingham

**Committee Decision:** CARRIED.

**Attachments:** 1 Page

**Approved by SCSB:** January 23, 2019  
Date

  
**Acting Chair's Signature**

**For information of Senate.**

## **AWARDS GUIDE INFORMATION:**

**Award Category:** In-course

**Award Name:** Elan Travel Bursary

**Awards Guide Description/Intent:** Elan Travel, formerly Terrace Travel Ltd, was founded in 1975 by George Clark with one office in Terrace, British Columbia. Today, they have grown to be Northern BC's largest travel agency with three offices: Head office in Terrace and branch offices in Kitimat and Prince Rupert. Elan Travel services the travel requirements of many First Nations organisations and governments located from Haida Gwaii to the Bulkley Valley and from Kitimat to the Yukon border. To express their gratitude, Elan Travel is pleased to offer bursaries to individuals from communities they serve.

**Donor:** Terrace Travel Ltd. DBA Elan Travel

**Value:** \$1,500

**Number:** Two

**Award Type:** Bursary

**Eligibility:** ~~One award is available to a full or part time undergraduate student who is enrolled in the Wilp-Wilxo'oskwhl Nisga'a Institute (WWNI).~~

~~Another award is available to a full or part time undergraduate student who is a resident of one of the following First Nations in Northwest British Columbia: Nisga'a, Tahltan, Gitksan, Gitwangak, Kitselas (Tsimshian), Kitsumkalum (Tsimshian), Haisla, Lak Kw'alaams, Metlakatla, Kitkatla, Hartley Bay, Haida. First preference for this award will be given to a student who has completed 30 to 60 credit hours at any UNBC campus within the health sciences. Available to a full or part time undergraduate student who has completed 30 to 60 credit hours at any UNBC campus and who is a member of a First Nations community located between the Smithers and Haida Gwaii regions. First preference will be given to a student within health sciences.~~

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

**Effective Date:** Established 2018

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



Motion Number (assigned by SCS): \_\_\_\_\_

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

**PROPOSED MOTION**

**Motion:** That the revised Terms and Conditions for the Nechako Chapter No. 40 - Order of the Eastern Star Bursary be approved.

**Effective Date:** 2019-2020 Academic Year

**Rationale:** To revise the Nechako Chapter No. 40 - Order of the Eastern Star Bursary commencing the 2019-2020 Academic Year.

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

**Advancement Contact:** Tara Mayes, Development Officer – Donor Relations

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

**Date:** December 21, 2018

**TO BE COMPLETED AFTER SCSB MEETING**

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

**Motion No.:** SCSB20190123.04

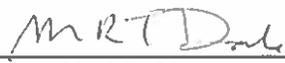
**Moved by:** Massingham

**Seconded by:** Chowdhury

**Committee Decision:** CARRIED.

**Attachments:** 1 Page

**Approved by SCSB:** January 23, 2019  
**Date**

  
**Acting Chair's Signature**

**For information of Senate.**

## **AWARDS GUIDE INFORMATION:**

**Award Category:** In-course

**Award Name:** Nechako Chapter No. 40 - Order of the Eastern Star Bursary

**Awards Guide Description/Intent:** The Order of the Eastern Star is the largest fraternal organization for men and women in the world. Started in the mid-1800s, there are well over two million members worldwide today, with approximately 9,500 members in British Columbia and the Yukon. The moral and social purposes of the Order are to build character, to promote friendship and harmony among members, and to practice charity.

**Donor:** Nechako Chapter No. 40 - Order of the Eastern Star

**Value:** \$900 **Number:** One **Award Type:** Bursary

**Eligibility:** Available to a full-time student who has completed at least 30 credit hours. First preference will be given to who is either a member in good standing of the Order of the Eastern Star, or a person who is directly related to a member in good standing. Second preference will be given to a Master Mason in good standing or person related to a Master Mason in good standing. Third preference will be given an active member of Job's Daughters International (JDI) or a majority member of JDI. Fourth preference will be given to a resident of Northern British Columbia.

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

**Application Instructions:** All students must include~~Submit~~ a letter outlining why you should receive this bursary. If you meet one of the first three preferences you must ~~Submit~~include a membership confirmation letter bearing the seal ~~of an Eastern Star chapter~~ from the Eastern Star Chapter, Masonic Lodge, or JDI Guardian Council to the Awards Office.

**Effective Date:** Endowed 1994

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



Motion Number (assigned by SCS): \_\_\_\_\_

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

**PROPOSED MOTION**

**Motion:** That the revised Terms and Conditions for the Rising Star Health Service Award be approved.

**Effective Date:** 2018-2019 Academic Year

**Rationale:** To revise the Rising Star Health Service Award commencing the 2018-2019 Academic Year.

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

**Advancement Contact:** Tara Mayes, Development Officer – Donor Relations

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

**Date:** January 3, 2019

**TO BE COMPLETED AFTER SCSB MEETING**

**Brief Summary of Committee Debate:** The Committee endorsed the motion. It was noted that Tara Mayes will review with the donor if the Social Work Program/students are to be included within the Eligibility area.

**Motion No.:** SCSB20190123.05

**Moved by:** Chowdhury

**Seconded by:** Mayes

**Committee Decision:** CARRIED.

**Attachments:** 1 Page

**Approved by SCSB:** January 23, 2019  
Date

ART Dal  
Acting Chair's Signature

**For information of Senate.**

## **AWARDS GUIDE INFORMATION:**

**Award Category:** Graduate and NMP

**Award Name:** Rising Star Health Service Award

**Awards Guide Description/Intent:** This award has been created by the Northern Medical Programs Trust (NMPT) to identify and reward a top student who represents the future promise of health care professionals who are educated in the North. ~~The award is announced and the recipient gives remarks at the annual Dr. Bob Ewert Memorial Lecture, which is presented by the Northern Medical Society and serves as an annual fundraiser for the NMPT.~~

**Donor:** Northern Medical Programs Trust

**Value:** \$5,000

**Number:** One

**Award Type:** Award

**Eligibility:** Available to a Northern Medical Program student or graduate student enrolled in Nursing, Psychology or Health Sciences in good/satisfactory academic standing who is making an outstanding contribution to health care in the North through research and/or volunteerism.

**Conditions:** ~~Student must be willing and available to speak at the annual Dr. Bob Ewert Memorial Lecture. By accepting the award, the student is agreeing to speak at the next scheduled lecture. For information on upcoming dates, please visit: <http://www.unbc.ca/giving/events.html> or call the UNBC Office of University Advancement at 250.960.5750.~~ By accepting the award, the student recipient agrees to give public remarks. The timing of the remarks will be at the discretion of the selection committee.

**Note:** The successful candidate will have demonstrated leadership and excellence in conceiving of improved health services in the region, exemplary character as a future Northern health care provider, and be a role model to students. Application Deadline: March 1st

**Effective Date:** Established 2011

**Recipient Selection:** Senate Committee on Scholarships and Bursaries on recommendation by a selection committee comprised of the Dean of the College of Arts, Social and Health Sciences or designate; the Regional Associate Dean or Assistant Dean of the Northern Medical Program, or designate; and a Northern Medical Program Course Director, ~~and a~~ representative of the Northern Medical Society may be included in the selection committee.

**Application Instructions:** Students must obtain a separate application form from the UNBC Awards Office. All candidates must provide: two letters of reference attesting to the student's abilities as a future northern health care provider and a role model for other students; and one endorsement of academic success and suitability from their Program Chair or Associate Dean. Applicants must also submit a copy of their most recent transcript.



# 2019/20 Budget Update

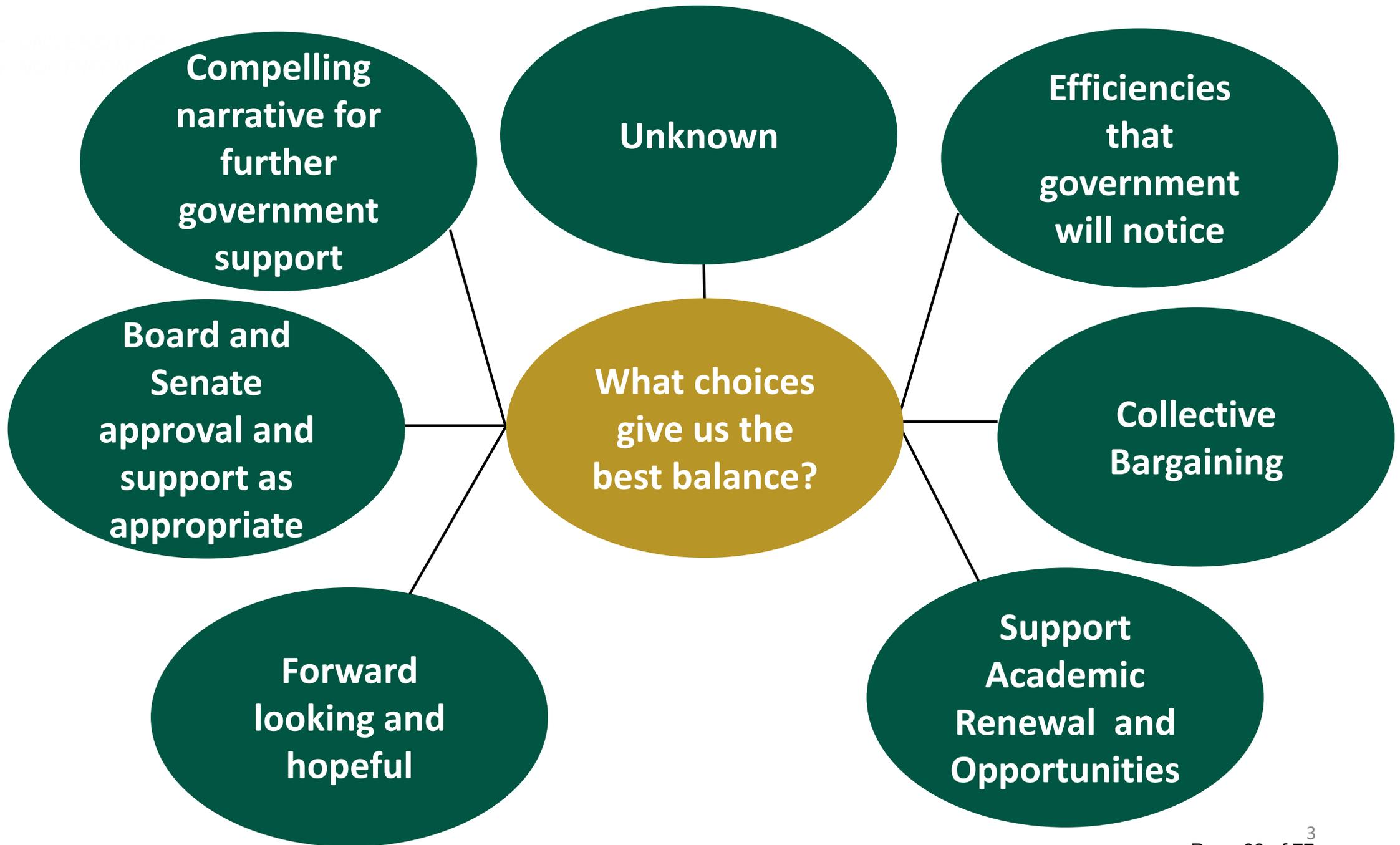
## Senate Committee

February 27, 2019

V 1.9



- **Financial Planning Context**
- **2019/20 Budget Update**
- **Opportunities**
- **Next Steps**
- **Questions**



Updated August 31, 2018

(in \$000's)	2019/20 Projected Operating Budget	2020/21 Projected Operating Budget	2021/22 Projected Operating Budget
<b>Revenues</b>			
Provincial Base Operating Grant	50,569	50,679	50,679
Tuition & Student Fees	19,915	20,457	21,022
Other	12,569	12,581	12,726
<b>Total Revenues</b>	<b>83,053</b>	<b>83,717</b>	<b>84,427</b>
<b>Expenditures</b>			
Salaries, Wages & Benefits	59,979	60,512	60,911
Operating Expenditures	19,669	20,034	20,407
Transfers	4,766	4,766	4,766
<b>Total Expenditures</b>	<b>84,414</b>	<b>85,312</b>	<b>86,084</b>
<b>TOTAL PROJECTED BUDGET IMBALANCE</b>	<b>(1,361)</b>	<b>(1,595)</b>	<b>(1,657)</b>

<b>2019/20 Budget Estimates</b>		<b>External Impacts</b>	<b>Internal</b>	<b>Total</b>
<b>Total Projected Budget Imbalance</b>		<b>(1,361)</b>		<b>(1,361)</b>
<b>Increased Revenue</b>				
	<b>Tuition</b>		<b>765</b>	<b>765</b>
	<b>Ancillary Services</b>		<b>30</b>	<b>30</b>
	<b>Endowment Admin Fee</b>		<b>125</b>	<b>125</b>
	<b>Research Indirect Cost Recoveries</b>		<b>500</b>	<b>500</b>
<b>Increased Expenses (regulatory)</b>				
	<b>EHT/MSP</b>	<b>(995)</b>		<b>(995)</b>
	<b>Other</b>	<b>(205)</b>		<b>(205)</b>
<b>Increased Expenses (non-regulatory)</b>			<b>(2,290)</b>	<b>(2,290)</b>
<b>Decreased Expenses</b>			<b>825</b>	<b>825</b>
<b>Total</b>		<b>(2,558)</b>	<b>(45)</b>	<b>(2,606)</b>

## Projected Budget Imbalance

-\$2.6 million  
\$995 thousand

-----

-\$1.6 million

- New academic program opportunities.
- New revenue diversification and other opportunities.

Feb 26	Senate Committee on the University Budget	2019/20 Budget Update
Feb 27	Senate Committee	2019/20 Budget Update
Mar 13	Board of Governors Finance Committee	2019/20 Budget Update
May	Senior Leadership Forum	2019/20 Draft Integrated University Plan
May	UNBC Town Hall	2019/20 Draft Integrated University Plan
May	Senate Committee on the University Budget	2019/20 Draft Integrated University Plan
May 22	Senate Committee	2019/20 Draft Integrated University Plan
June 14	Board of Governors	2019/20 Draft Integrated University Plan



# QUESTIONS

Live Stream Questions:  
[unbcplan@unbc.ca](mailto:unbcplan@unbc.ca)

  <h1 style="text-align: center;">PROCEDURES</h1>	<b>Policy No:</b>	<b>Approval Date:</b> Board Motion #2019BC02.01.06 Senate Motion #
	<b>Approving Authority:</b> <i>Board of Governors and Senate</i>	<b>Responsible Executive:</b> <i>President</i>
<b>Title:</b>  <h2 style="text-align: center;"><i>Search Committees for Academic Vice-Presidents and other Senior Academic Administrators</i></h2>		

*S. 27(2)(f) of the University Act [RSBC 1996] c. 468, grants the Board the power: with the approval of senate, to establish procedures for the recommendation and selection of candidates for president, deans, librarians, registrar and other senior academic administrators as the board may designate;*

1. **Scope** – These Procedures apply to Search Committees for Senior Academic Administrators, including: Academic Vice-Presidents, Associate Academic Vice-Presidents, Vice-Provosts, Academic Deans, Senior Academic Directors, the Registrar, the University Librarian and any other senior academic administrator as the Board may designate. The Search Committees for the President, and for the Associate Vice-President Medicine are addressed in separate Procedures.
2. **Role of Search Committees** – Search Committees are advisory to the President and are tasked with generating ranked short lists of candidates for positions. Each Committee will:
  - review the position and desired qualifications and qualities of candidates, in consultation with appropriate constituents and constituency groups
  - review and advise on advertising
  - review the *General Search Process Rules* outlined below, and recommend reasonable modifications to the Chair, as appropriate for specific searches or positions
  - oversee the fair and equitable application of the *General Search Process Rules*, with the advice of Human Resources professionals, and external search consultants if applicable
  - Ensure best practices are followed with respect to confidentiality and declarations of conflict of interest and bias
  - Monitor and encourage the application of best practices in equity and diversity in the posting and advertising, in the search and interview process, and in the making of hiring recommendations.
3. **General Search Process Rules**
  - a. A new search committee will be assembled for each Senior Academic Administrator search.
  - b. The University will ensure that prior to the Committee commencing its work, Committee members are provided with training and orientation on best practices with respect to equity and diversity in recruitment and search processes.
  - c. The Chair in consultation with the Search Committee will consider current best practices and

the advice of Human Resources professionals, and search consultants where applicable, in determining the appropriate level of openness of each search, and in the interests of ensuring the broadest and most qualified applicant pool.

- d. Senior Administrators and Program Chairs will have an opportunity to meet short-listed candidates in informal sessions at the appropriate stage of the search process. Others may be included for specific searches, at the recommendation of the Search Committee Chair in consultation with the Search Committee.
- e. In making a recommendation, to the Board in the case of Vice-Presidential searches, and to the President for all other searches, the Search Committee Chair will provide a fulsome report on the search process, deliberations, and rationale for the recommendation.

**4. Committee Composition**

<p><b><u>President</u> (or designate) for Academic Vice-Presidents (Provost, Research)</b></p> <p><b><u>Provost and Vice-President Academic</u> (or designate) for all other senior academic positions covered by these Procedures</b></p>	<p><b>Chair</b></p>	<p><b>1</b></p>
<p><b><u>Board Chair or Designate</u> for Academic Vice-President searches only</b></p>	<p><b>Designate must be an external (Order in Council) Board Member</b></p>	<p><b>0-1</b></p>
<p><b><u>Two Vice, or Associate-Vice, Presidents</u> for Academic Vice-President searches</b></p> <p><b><u>One Vice, or Associate-Vice-President</u> for all other searches</b></p>	<p><b>Appointed by the Committee Chair (Academic &amp; Administrative Vice Presidents and Associate Vice-Presidents eligible)</b></p>	<p><b>1-2</b></p>
<p><b><u>Two Academic Deans</u> (for Academic Vice-Presidents and Academic Deans)</b></p> <p><b><u>One Academic Dean</u> for all other searches</b></p>	<p><b>Appointed by the Chair in consultation with the Academic Deans</b></p>	<p><b>1-2</b></p>
<p><b><u>One Senior Academic Director</u></b></p>	<p><b>Appointed by the Chair</b></p>	<p><b>1</b></p>

<p><b>Six Faculty Members with tenure or tenure-track appointments</b></p>	<p>Elected by Faculty Members in a manner that ensures representation from both Colleges – or representation from different Colleges in the event that there are more than two Colleges</p> <p>In a search for an Academic Vice-President at least one faculty member is to be a Research Chair or former Research Chair.</p> <p>*in the case of a search for a University Librarian, at least one member should be a faculty Librarian Member</p>	<p>6</p>
<p><b>One Staff Representative</b></p>	<p>One staff member appointed by the Chair from among all non-faculty employees who are not senior administrators. When searching for a University Librarian or a University Registrar, the staff representative should be drawn from those offices respectively.</p>	<p>1</p>
<p><b>Two students</b></p>	<p>Appointed or elected by the Undergraduate and Graduate Student Societies</p>	<p>2</p>
<p>Up to two additional members to address equity, diversity, gender balance, aboriginal or regional representation, and / or to address any other key areas of responsibility (for the position being recruited to) not otherwise covered by the Committee members appointed or selected above</p>	<p>Appointed by the Committee Chair in consultation with the Committee Members. If 1 additional member is added under this section, that appointee may be from <u>any</u> UNBC employee, governance or stakeholder group. If 2 additional members are added, at least 1 must be a faculty member.</p>	<p>0-2</p>
<p><b><u>One Equity and Access Officer (Faculty Member)</u></b></p>	<p><b><u>Appointed by Senate in consultation with the Equity Committee of the Faculty Association</u></b></p>	<p><b><u>1</u></b></p>
<p><b>NON-VOTING – RESOURCE MEMBERS: Director of Human Resources (or designate) +appropriate Human Resources support personnel, including someone with equity and diversity expertise and Search Consultants as applicable</b></p>	<p>Determined by the AVP People or by the Director of Human Resources</p>	

5. These Procedures are effective on approval of both the Board and Senate, and replace any previously approved Selection Procedures and Search Committee Terms of Reference for Senior Academic Administrators covered by these Procedures.