UNBC | UNIVERSITY OF NORTHERN BRITISH COLUMBIA

SENATE MEETING
OPEN SESSION
MINUTES
November 22, 2023
3:30 – 5:30 PM
Senate Chambers/Zoom

<u>Present:</u> , J. Bankole, C. Brown, R. Budde, R. Camp II, J. Chavez Suazo, L. Chen, A. Constantin, B. Deo, D. Desai, B. Durau, R. Fonda, K. Fredj, T. Fuson (non-voting), T. Fyfe, M. Gehloff, N. Hanlon, J. Heard (Acting Secretary of Senate), J. Hirt, C. Hofsink, H. Kazemian, J. King, N. Koper, A. Kranz, P. Lakchani Denagamage, S. Linton, B. Owen (non-voting), A. Parent (Recording Secretary), G. Payne (Chair), , K. Rennie, D. Roberts, W. Rodgers, R. Schiff, P. Siakaluk (non-voting), F. Somani, R. Somani (non-voting), K. Stathers, F. Tong, E. Ukut, T. Whitcombe, P. Wood-Adams, J. Zhou

<u>**Regrets:**</u> J. Allen, L. Daukas, P. Gangani, C. Ho Younghusband, A. Litt (non-voting), T. Klassen-Ross, D. McIntosh, D. Nyce, A. Palmer, D Pandya, K. Read (Secretary of Senate), R. Robinson, E. Wilson, P. Winwood (non-voting),

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The Senate Meeting began at 3:33 pm. Jen Heard was in attendance in the role of Acting Registrar.

The Chair welcomed Jared Hirt as the Student Representative for the Faculty of Science and Engineering.

The Chair reported the following vacancies for a Faculty Member at Large and a Faculty Senator – Faculty of Environment

1.0   Acknowledgement of Territory
The Chair acknowledged that he is joining the meeting from the traditional territory of the Lheidli T'enneh and welcomed other Senators to acknowledge the ancestral and traditional territories of their locations.

2.0   <u>S-202311.01</u>
Approval of the Agenda
Camp
That the agenda for the November 22, 2023, Open Session of Senate be approved as presented.
CARRIED

3.0   Presentation: None.

4.0   Approval of the Minutes

<u>S-202311.02</u>
Approval of the Minutes
Somani
That the Minutes for the September 27, 2023, Open Session of Senate be approved as presented.
CARRIED with correction.

Senator Hanlon indicated that on page 3 in 9.1 a correction to reflect what was discussed.
"The Provost reported that these were not Senior Academic positions and therefore they did <u>not</u> require Board<u>/Senate</u> approval for the search procedures, exempt administrative procedures were followed."

5.0 Business Arising

5.1 ChatGPT and other AI Applications   Rodgers/Read

5.1.1 Artificial Intelligence (AI) Task Force   **Rodgers**

The Provost reported that the AI Task Force was stuck to develop some guidance for instructors on messaging that they can use in their course outlines to be clear about their requirements of students, and the students' responsibilities. There were over 30 nominations for participation and a ballot process was used to inform membership and an 11-member Task Force was selected. The task Force will begin its work in January, followed by community engagement activities, the drafting of guidance material, follow up community engagement and the dissemination of a final draft through the Governance process in late March/April. There will be two specific points built into the process where the group of all nominees will have an opportunity to provide input.

5.2 Presentation on Associate Deans   **Rodgers**

The Provost reported jointly with the VPRI and the Deans, on the purpose and description of an Associate Dean at UNBC and the costs and benefits (Presentation Appendix A).

Senate received the presentation and discussed:
- the costs and the advantages
- How would these exempt positions be considered, and would they include and or be excluded from teaching?
- They are currently not included in the Collective Agreements
- The Duties of the Chairs versus the duties of the Associate Dean. The capacity of the roles.
- Training new leaders
- Further information on the cost analysis.
- Ratio of Administrative growth vs. Faculty growth
- Term of service
- Potential for an Associate Dean not connected to a Faculty – Associate Dean, Indigenous Initiatives

Further feedback on these positions welcome.

6.0 President's Report   Payne

The President reported that Megan Tipler would be joining UNBC as the Associate Vice President Indigenous.

The President reported on the Inspiring Women Among Us (IWAU) 2023 events. There are UNBC Faculty ASC Employment Equity and EDI Sessions offered through the IWAU session on Fundamentals of Anti-Oppression.

The President reported on the Joint Board/Senate session and the Conference of the Americas on International Education.

7.0 Report of the Provost *(5 minutes)*   **Rodgers**

The Provost reported on:
- the Degree Quality Assurance Audit
- The UNBC Timberwolves athletics program and the Academic All-Canadians for the 2022-2023 year
- Continued work with partnerships, articulation agreements and pathways with our College Partners
- Completed all the community engagement forums.
- Increasing partnerships with regards to work integrated learning, co-op and research opportunities
- Enrollment – recruitment and targeting groups
  Senator Whitcombe asked how we are broadening our engagement to be more inclusive within the regions. The President and Provost reported that on the work that has and is continuing to be done. Currently, engagement is program specific, and we do need to build structures and capacity to engage more fulsomely. One change that has occurred is moving Continuing Studies from Business Services to the Academic portfolio to help with this.

8.0   Report of the Registrar *(5 minutes)*   **Read**

The Registrar reported on the activities of the Registrar Office, including:
- Update on Admissions for fall 2024
- The initial assessment of the move to the graduate admissions, communications and application tracking into the new CRM has been positive – more than double the number of applications have been processed.
- Opened the MBA and Nursing applications earlier
- Update on Winter 2024 enrollment
- The activities of the International Office.
- Helping students connect with on-campus support as needed.
- New tool – online enrollment verification will be rolling out in January.

Senator Whitcombe asked for the FTEs for Fall of 2023 and the comparative numbers from previous years.
The President emphasized the importance of the Student experience, especially in the context of international students.

9.0   Question Period *(10 minutes)*

9.1 Written questions submitted in advance
9.1.1   Questions and Discussion on the Sexual Violence Misconduct Policy and the Sexual Violence Misconduct Response Procedures and UNBC reporting procedures. (from Senator Fonda and Senator Denagamage)

Senators Fonda and Denagamage expressed concern the UNBC does openly report their sexual assault statistics and that the Sexual Violence Misconduct and that the Sexual Violence Misconduct Policy and the Sexual Violence Misconduct Response Procedures are not easily accessible; the reporting methods are impersonal and there is a lack of information spread to students.

The Director of Student Success was present to discuss where we are and where we are going with respect to sexual violence and misconduct at UNBC. He identified the importance of the student voice and perspective. The expressed lack of information, resources and supports available is reflected in our poor web presence, which needs to be improved. Current areas of focus include the overall tone, ease of navigation, and clarity on process and procedures.   In recent years Focus on the supports themselves, training and trauma informed lens. We are now working on an app to help in reporting and the disclosure of sexual misconduct at UNBC and the policy and procedures are currently under review. The initial review has been completed and the next steps are the consultation and engagement with the UNBC community which will be happening in winter 2024. A strong student engagement is essential, and he welcomes the support of student Senators and Senate in the review of the policy and procedures and re-vamping of our digital presence.

The President reported that we currently do not report the numbers, given the small size of our campus, and to respect the privacy of the victims. Individuals can be easily identified. We need to reflect upon if the reporting impacts or does not impact the number of individuals coming forward.

9.2 Questions from the floor

Senator Hanlon asked for clarification on the purpose of the recording of Senate Meetings and that this should be indicated at the start of the meeting.

10.0   Approval of Motions on the Consent Agenda   **Payne**

S-202311.03
Approval of Motions on the Consent Agenda
Hanlon
That the motions on the consent agenda, except for those removed for placement on the regular agenda, be approved as presented.
CARRIED

11.0   Committee Reports

11.1   Senate Committee on Student Appeals – no report   **Klassen-Ross**

11.2   Senate Committee on Academic Affairs   **Rodgers**

For Approval:

S-202311.04
New Course Approval – COMM 738-3 Change Management
Camp
That the new course COMM 738-3 – Change Management, be approved as proposed.
Effective Date: September 2024
CARRIED

This course introduces change management theories and frameworks. Students have the opportunity to develop skills to effectively solve and communicate key issues relating to managing change in organizations. This course enables students to analyse why organizations change, assess the readiness of organizations to undergo change, diagnose change, identify resistance to change, and conduct comprehensive change impact analysis.
Prerequisites with concurrency: COMM 632-3

S-202311.05
New Academic Program – Graduate Certificate in Change Leadership
Camp
That the new Graduate Certificate in Change Leadership, be approved as proposed.
Effective Date: September 2024
CARRIED

Graduate Certificate in Change Leadership
This certificate is a subset of our full MBA program that provides students with the skills to analyse the structure of their organizations and help businesses navigate through organizational change. As organizations face dynamic changes in the business environment, the need to pivot quickly becomes a valuable skill for all employees. People with these skills are needed in a diverse set of organizations, from large government organizations to small local companies. Students in this program acquire the skills to understand their organizations, analyse issues and problems, and effect change. MBA students who complete the degree and take COMM 738-3 Change Management are also eligible for the certificate.

Curriculum:
Requirements
COMM 632-3 Organizational Behaviour
COMM 737-3 Leadership Practice and Development
COMM 738-3 Change Management

S-202311.06
New Academic Program – Joint Major in Anthropology/English
Somani
That the new Joint Major in Anthropology/English, be approved as proposed.
Effective Date: September 2024
CARRIED

The Anthropology and English joint major equips students with knowledge of anthropological issues and societal concerns as well as literary, critical reading and communication skills. The joint major offers complementary courses in areas such as theory, popular culture, film studies, place studies, gender studies as well as courses that focus on various cultural contexts.

Students fulfilling a Joint Anthropology/English major must take 75 credit hours or 25 courses (36 credit hours or 12 courses in Anthropology and 39 credit hours or 13 courses in English). The minimum requirement for completion of a Bachelor of Arts with a Joint Major in Anthropology and English is 120 credit hours.

Curriculum:
Program Requirements

Lower-Division Requirement

    ANTH 102-3 Anthropology: A World of Discovery
    ENGL 211-3 Survey of English Literature I
    ENGL 212-3 Survey of English Literature II

Two of the following:

    ANTH 200-3 Biological Anthropology
    ANTH 205-3 Introduction to Archaeology
    ANTH 213-3 Peoples and Cultures
    ANTH 217-3 Language and Culture

One of the following:
    ENGL 100-3 Introduction to Literary Structures
    ENGL 104-3 Introduction to Film

One of the following theory courses:
    ENGL 200-3 Gender and Literary Theory
    ENGL 300-3 Theory
    ENGL 400-3 Contemporary Theory

Two additional courses (6 credit hours) of Anthropology at the 200 level

Two additional courses (6 credit hours) of English at the 200 level

Upper-Division Requirement

One of the following:

    ANTH 300-3 Qualitative Methods
    ANTH 301-3 Archaeological Lab Methods
    ANTH 310-3 Practicing Anthropology
    ANTH 312-3 Human Adaptability and Environmental Stress

One of the following:
    ANTH 315-3 Anthropological Theory
    ANTH 325-3 Archaeological Theory

ANTH 460-3 Anthropology Capstone

Four additional courses (12 credit hours) in Anthropology at the 300 or 400 level

Two of the following English courses (6 credit hours) at the 400 level:
    ENGL 410-3 Contemporary English Literature
    ENGL 420-3 Special Topics in Indigenous Literature
    ENGL 430-3 Special Topics in Canadian Literature
    ENGL 431-3 Northern BC Literature
    ENGL 440-3 Special Topics in Postcolonial Literature
    ENGL 450-3 Special Topics in Comparative Literature
    ENGL 483-3 Special Topics in Romantic Literature
    ENGL 493-3 Cultural Studies

Five additional upper-division English courses (15 credit hours) ensure fulfillment of the upper-division requirement. Two courses may be chosen from the following list of English ancillary courses:

WMST 306-3 Indigenous Women: Perspectives
WMST 311-3 History of Feminist Theories
WMST 312-3 An Introduction to the History of Gender
WMST 411-3 Contemporary Feminist Theories

Elective and Academic Breadth Requirement
Electives at any level in any subject sufficient to ensure completion of a minimum of 120 credit hours, including any additional credit hours necessary to meet the Academic Breadth requirement of the University (see Academic Regulation 15).

S-202311.07
Changes to Course Co-Requisite – ANTH 416-6 – Archaeological Survey and Mapping, ANTH 417-3-6 –Excavation and Field Interpretation in Archaeology, ANTH 418-3 – Archaeology and First Nations
Hanlon
That the changes to the course Co-requisites, for ANTH 416-6, Archaeological Survey and Mapping, ANTH 417-3-6, Excavation and Field Interpretation in Archaeology and ANTH 418-3, Archaeology and First Nations, on pages 200-201 in the PDF calendar accessible on the UNBC web page of the 2023/2024 undergraduate calendar, be approved as proposed.
Effective Date: January 2024
CARRIED

ANTH 416-6 Archaeological Survey and Mapping   Course   participants ~~will~~ learn about archaeological survey, from both the academic perspective, and from the perspective of professional consulting archaeology. Students ~~will~~ become proficient at map reading, compassing, sampling strategies in forest and non-forest environments, and recognizing cultural features pertinent to the area. Participants ~~will~~ learn skills necessary for potential employment with professional archaeology firms; this ~~will~~ include<u>s</u> observing protocols with First Nation communities and liaising with government and corporate entities. Where possible, students ~~will~~ have an opportunity to work for a few days with professional consultants.
Prerequisites: Permission of the instructor
~~Co-requisites: ANTH 417-6 and ANTH 418-3~~

ANTH 417-(3-6) Excavation and Field Interpretation in Archaeology   Excavation forms a central aspect of archaeology. As part of this course, students and community members participate in a six to eight week excavation of an archaeological locality. This involves initial set up of the area, excavation and record-keeping, and basic field laboratory procedures. In addition to "hands-on" participation, daily seminar discussion is mandatory; topics centre on each day's survey and excavation results. These sessions are interdisciplinary, reflecting the interests of the instructors, community members, visiting researchers and students. Topics invariably focus on geomorphology, lithic artifacts, zooarchaeology, paleoethnobotany, paleoecology, oral traditions and traditional use, and the social context of conducting archaeology. The field school often takes place in remote localities in British Columbia and elsewhere, and so students may have to live in a field camp situation. In addition to basic tuition, there may be additional fees to cover camp and transportation costs.
Prerequisites: Permission of the instructor
~~Co-requisites: ANTH 416-6 and ANTH 418-3~~

ANTH 418-3 Archaeology and First Nations   This course introduces students to the value of ethnographic information (including oral history, place names documentation, traditional technology, subsistence, and traditional use activities), the interpretation of archaeological data, and construction of First Nations (pre)history.
Prerequisites: Permission of the instructor
~~Co-requisites: ANTH 416-6 and ANTH 417-(3-6)~~

S-202311.08

Dual-Credit Agreement – UNBC, CNC, and SD57 – Technology Exploration Program
Roberts
That the dual-credit agreement between UNBC, the College of New Caledonia, and School District No. 57 be approved as proposed.
Effective Date: Upon signature of agreement
CARRIED

For Discussion and Advice:

11.2.1 English Program Review Material 2023 - material received.

11.3 Steering Committee of Senate **Payne**

The President reported on the Joint Board and Senate session scheduled on February 2, 2024.

11.4 Senate Committee on Nominations

Regular **S-202311.09**
Recommendation of Senate Committee Members to Senate **Durau**
None
11.4.1   List of Senate Committee Vacancies was provided in the meeting package.

11.5 Senate Committee on Curriculum and Calendar **Stathers**
No report.

11.6 Senate Committee on Admissions and Degrees **Read**
No report.

11.7 Senate Committee on Indigenous Initiatives **Payne**
The Chair provided an update on the incoming Associate Vice-President Indigenous.

11.8 Senate Committee on Honorary Degrees and Special Forms of Recognition **Payne**
Nominations for Honorary Degrees and Professor Emeriti can be accepted at any time, but nominations received in the Fall semester will be considered for the 2024 Convocation. Nomination received later will be considered for the 2025 Convocation cycle.

11.9 Senate Committee on Scholarships and Bursaries **Wood-Adams**
No report.

11.10 Senate Committee on University Budget **Gehloff**
No report.

12.0 Information - None

13.0 Other Business - None

14.0 S-202311.10 *(10 minutes)*
Move to the Closed Session
Gehloff
That the meeting move to Closed Session.
CARRIED

15.0 S-202311.14
Adjournment
Whitcombe
That the Senate meeting be adjourned.
CARRIED

The Meeting adjourned at 5:01