

## **SENATE MEETING OPEN SESSION MINUTES**

August 28, 2024

3:30 – 5:30 PM

Senate Chambers

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**Present:** C. Barreira, C. Brown, D. Brown, R. Camp II, D. Casperson, B. Danesh, B. Durau, R. Fonda, T. Fuson (non-voting), T. Fyfe, M. Groulx, N. Hanlon, P. Harding (non-voting), C. Ho Younghusband, H. Kazemian, T. Klassen-Ross, J. King, , D. Kubert (non-voting), M. Mandy, D. McIntosh, N. Neufeld, D. Nyce, B. Owen, A. Parent (Recording Secretary), M. Parkes, G. Payne (Chair), K. Read (Secretary of Senate), K. Rennie, D. Roberts, R. Robinson, P. Siakaluk (non-voting), K. Standish (acting Dean), D. Stark (non-voting), F. Tong, T. Whitcombe, S. Wilson, P. Wood-Adams

**Regrets:** J. Bankole, J. Crandall, B. Daniel (non-voting), B. Deo, P. Gangani, M. Gehloff, J. Hirt, C. Hofsink, K. Fredj, L. Haslett (non-voting), S. Iftikhar, A. Kranz, D. Litz, N. Koper, S. MacKay, R. Noonan, D. Pandya, P. Prince, R. Somani (non-voting), K. Stathers, P. Winwood (non-voting)

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The Senate Meeting began at 3:33 pm.

### **Acknowledgement of Territory**

For thousands of years, Indigenous Peoples have walked gently on the diverse traditional territories where the University of Northern British Columbia community is grateful to live, work, learn, and play. We are committed to building and nurturing relationships with Indigenous peoples, we acknowledge their traditional lands.

The Chair reported that this is the last Senate meeting for our 2023-24 Student Senators and the first Senate meeting for:

- Interim Dean, Faculty of Human and Health Sciences, Margot Parkes
- Interim Associate Vice President, Indigenous, Penina Harding

#### **1.0 S-202408.01**

##### **Approval of the Agenda**

Hanlon

That the agenda for the August 28, 2024, Open Session of Senate be approved as presented.

Correction noted on item S-202408.05.

CARRIED as amended

**2.0 Presentations:** No presentation.

**3.0 Approval of the Minutes**

#### **S-202408.02**

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## **Approval of the Minutes**

Whitcombe

That the Minutes for the June 26, 2024, Open Session of Senate be approved as presented.

CARRIED

## **4.0 Business Arising**

## **5.0 President's Report**

**Payne**

The President reported on:

- donor engagements
- engagements out in communities, including Prince Rupert. Meeting with many community members including the Mayor, Council and the Prince Rupert Port Authority.
- the budget planning and priorities for the 2025 budget.
- activities for the Fall academic year.
- alumni events.
- engagements with faculty for the summer.

### **5.1 Report from the June 28, 2024 Board of Governors**

- i. New Academic Program Proposal - LPN Pathway NBNP
- ii. Records Management Policy
- iii. UNBC Pension Trust Agreement
- iv. Scholarships, Bursaries and Awards
- v. UNBC Trevor Angus Wolf Logo – Approval Contract Amendment and Trademark Filing
- vi. Repeal Solicitation Policies and Procedures
- vii. Quarterly Board of Governors Appointment Delegation Policy Report
- viii. Annual Report on UNBC Harassment and Discrimination Policy for the period May 1, 2023 to April 29, 2024
- ix. Annual Schedule of Board Meetings 2024 and draft 2025 Schedule
- x. Chair and Vice Chair Nomination and Election
  - Joel McKay will be remaining as the Board Chair and new Board member, Jim Martin has been elected as Vice Chair.
- xi. Reappointment of the President and Vice Chancellor
- xii. UNBC Endowment: Investment Approval
- xiii. UNBC Land Development Corporation - Change of Directors
- xiv. Governance Report – Action Items for 2024
- xv. Discussion on Enrollment Management

## **6.0 Report of the Interim Provost**

**Owen**

Interim Provost Owen reported on:

- the Teaching and Learning Conference.
- the academic and student experience for the Fall 2024.
- UNBC's retention efforts.
- Academic Leadership development retreat
- Degree Quality Assurance Review
- Academic Plan refresh
- Enrollment
  - Dennis Star Senior Director, Enrolment Management and Strategy reported on the latest enrollment snapshot

## **7.0 Report of the Registrar**

**Read**

Registrar Read reported on:

- the International Office and preparations for new international students for Fall 2024
  - International student body represents 59 countries with the majority of our undergraduate students coming from India, Pakistan, Nigeria, China, and Uganda, and the majority of our graduate students are coming from Iran, Nigeria, China, Ghana, and India
- admissions and the onboarding of undergraduate admissions communications
- the desire for the university to implement a fall reading break and as a result has done an environmental scan of what BC. Institutions are doing in this regard, and is preparing for a round of consultation with the community over the next few months.
- the onboarding of the Self Service Banner 9 registration module.

## 8.0 Report on Regional Activities

Payne

The President reported that the Steering Committee of Senate discussed adding a 'Report on Regional Activities' as a standing item to the Senate agenda. He stated the UNBCs work at the Regionals campuses is extremely important to the mission and mandate of this institution. Steering Committee will be working be with Senior Leadership and the Faculties to report on activities and initiatives at our regional campuses and in communities around the North.

## 9.0 Question Period (10 minutes)

### 9.1 Questions in advance

None.

### 9.2 Questions from the floor

Senator C. Brown asked about the timeline for the online enrollment verification project and asked about the format and information on an unofficial transcript.

The Registrar reported that the Online Enrollment Verification Project is still underway and is expected to be completed early next year. All information should be included on an unofficial transcript.

## 9.0 Committee Reports

### 10.1 Senate Committee on Student Appeals

Klassen-Ross

Senator Klassen-Ross reported that one non-academic appeal has come forward to the committee.

### 10.2 Senate Committee on Academic Affairs

Owen

### For Approval:

#### **S-202408.03**

#### **Deletion of Program – Post-Diploma Baccalaureate Nursing Program**

Casperson

That on the recommendation of the Senate Committee on Academic Affairs, the Post-Diploma Baccalaureate Nursing Program, on page 178 of the PDF 2023/2024 UNBC Calendar, be cancelled as proposed.

**Effective Date:** January 2025

CARRIED

#### **S-202408.04**

#### **MoU – Aurora College and UNBC**

Neufeld

That on the recommendation of the Senate Committee on Academic Affairs, the MOU between Aurora College and the University of Northern British Columbia be approved as proposed.

**Effective Date:** Upon approval and execution of MOU

Senator Whitcombe asked that the contact email in the MoU be amended to a department email rather than to a

specific individual.

Senate discussed how courses that could be offered from other academic programs outside of education and how consultation and what the implementation would look like

M. Caldwell reported that the MOU is to begin the conversation. This relationship would be more like the one we have with WWNI, where we are offering full degrees and where there will be oversight from our chair, Dean specifically in terms of how that program delivery takes place at the college.

Senator Mandy asked how this would work with our faculty agreement. UNBC courses would have to be taught by UNBC faculty, and we would need contracts for anyone in place who are not currently faculty.

CARRIED as amended

#### **S-202408.05**

**Agreement** – Cedars Christian School and UNBC TekX Dual Credit program

Mandy

That on the recommendation of the Senate Committee on Academic Affairs, the proposed agreement to add Cedars Christian School as a secondary school partner for the UNBC TekX Dual Credit program be approved as proposed.

**Effective Date:** January 2025

Senator Mandy asked where we were with other Independent schools. D. Stark reported that the independent schools in the area included Cedar Christian School and Westside Academy. Both schools were invited to join this conversation, Westside did not wish to join this agreement at this time. Senator Mandy suggested searching out the Homeschool programs as well.

CARRIED

#### **S-202408.06**

**Agreement** – UNBC and School District 57's Dual Credit agreement

Whitcombe

That on the recommendation of the Senate Committee on Academic Affairs, the renewal agreement outlining UNBC and School District 57's Dual Credit agreement be approved as proposed.

**Effective Date:** Retroactive to September 2020

CARRIED

#### **S-202408.07**

**General Motion** – Dorset College Agreement Termination

Whitcombe

That on the recommendation of the Senate Committee on Academic Affairs, the termination of the agreement between Dorset College and UNBC in relation to the Dorset UNBC Science Foundation Program be approved as proposed.

**Effective Date:** As per the agreement... 'At the end of the academic term in which notice is given, providing written notice to terminate is given to Dorset College 90 days prior to the end of that academic term.

CARRIED

Senator Whitcombe asked the Interim Provost about reviewing our agreements to determine which ones are being utilized. The Interim Provost reported that this had been done in the past, primarily focused on student exchange agreements but he will add this to his agenda and see what capacity we have for doing this.

### **10.3 Steering Committee of Senate**

**Payne**

#### **10.3.1 Senate Decorum Discussion**

The President reported on the proper meeting decorum for asking question and reviewed what is written in the Senate Handbook.

***Excerpt from the Senate Handbook***

**3(x) Conduct of Meetings**

- (iv) Debate at Senate shall be conducted in the following manner:
  - (a) Any member of Senate who wishes to speak must be recognized by the Chair.
  - (b) Any senator who has been recognized to speak by the Chair once on any given question has exhausted their right to speak on that question until all members of Senate have been given the opportunity to speak once. The same principle shall apply to those speaking, two, three, and more times.
- (v) Questions to other Senators, resource persons or visitors to Senate must be directed through the Chair, who will request the response.

**10.3.2 Senate Membership**

The President reported that the Steering Committee is reviewing the 'Non-voting' membership of Senate, noting that many of these positions report to a voting member of Senate and are welcome to attend the public session but may not be needed in the Closed session. He encouraged everyone to be respectful of everyone's time.

***Excerpt from the Senate Handbook***

**3(e) Interpretation of the Definitions in the Senate Handbook**

(vi) "Senior University Administrators not otherwise elected or appointed to Senate" includes the following officers: Vice Presidents; Associate Vice Presidents; Vice Provosts; Senior Directors; Director, Centre for Teaching, Learning and Technology; Chief Information Officer; Chief Information Security Officer.

(ix) "Other Representatives not otherwise elected or appointed to Senate" includes the following Position: President of the Faculty Association.

**Non-voting (current non-voting members)**

Vice President, Finance and Administration (non-voting)
Associate Vice President, People, Equity and Inclusion (non-voting)
Associate Vice President Northern Medical Program (non-voting)
Associate Vice-President, Indigenous (non-voting)
Vice-Provost, Faculty Relations (non-voting)
Vice-Provost, Graduate and Postdoctoral Studies (non-voting)
Associate Vice-President, Administration (non-voting)
Senior Director, Enrolment Management & Strategy (non-voting)
Director, Centre for Teaching, Learning, and Technology (non-voting)
Chief Information Officer (non-voting)
Chief Information Security Officer (non-voting)
President, Faculty Association (non-voting)

- Interim Associate Vice-President, Strategy and Outreach

- Interim Associate Vice President Research Operations

**10.4 Senate Committee on Nominations** **Durau**

*Regular* **S-202408.08**

**Recommendation of Senate Committee Members to Senate** **Durau**

Durau

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

Effective date: August 28, 2024

Senate Committee on Indigenous Initiatives

One Indigenous Graduate Student, appointed by Senate, Cheri Brown (effective 09/01/2024 – 08/31/2025)

Senate Committee on Student Appeals

Graduate Student Senator – Rachel Fonda (effective 09/01/2024 – 08/31/2025)

CARRIED

10.4.1 A list of Senate Committee vacancies was included in the meeting package.

**10.5 Senate Committee on Curriculum and Calendar** **Read**

No report.

**10.6 Senate Committee on Admissions and Degrees** **Read**

No report.

**10.7 Senate Committee on Indigenous Initiatives** **Payne**

No report.

**10.8 Senate Committee on Honorary Degrees and Special Forms of Recognition** **Payne**

No report.

**10.9 Senate Committee on Scholarships and Bursaries** **Wood-Adams**

**For Information: NEW Awards Approved**

**SCSB20242606.02 (approved)**

**Engineers and Geoscientists BC Scholarship**

That the Terms and Conditions for the Engineers and Geoscientists BC Scholarship be approved.

Effective: 2024-2025 academic year

**SCSB20242606.03 (approved)**

**EGBC Central Interior Branch Memorial Award**

That the revised Terms and Conditions for the EGBC Central Interior Branch Memorial Award be approved with a name change to the Central Interior Branch Engineering & Geoscience Memorial Award.

Effective: 2024-2025 academic year

**10.10 Senate Committee on University Budget** **Gehloff**

No report.

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

No Consent agenda items.

**12.0 Information**

**12.1 2024-2024 Health Research Institute (HRI) Annual Report**

**Wood-Adams**

The Vice President Research and Innovation discussed the Annual Report with Senate highlighting their collaboration with the library and with Northern health and with the provincial health services authority.

**12.2 Annual Report on UNBC Harassment and Discrimination Policy for 05/01/2023 – 04/29/2024**

**Payne**

The annual report was received.

**13.0 Other Business**

**13.1 UNBC Strategic Research Plan Refresh/Renewal Consultation**

**Wood-Adams**

The Vice President, Research and Innovation presented a briefing note to Seante on the UNBC Strategic Research Plan Refresh and Renewal. The objective is to review, refresh, and revise the UNBC Strategic Research Plan in alignment with the 2023-2028 Strategic Plan (READY).

**14.0 S-202408.10 (10 minutes)**

**Move to the Closed Session**

Roberts

That the meeting move to Closed Session.

CARRIED

**15.0 S-202408.**

**Adjournment**

Whitcombe

That the Senate meeting be adjourned.

CARRIED

The meeting was adjourned at 5:14 pm.