

## **SENATE MEETING OPEN SESSION MINUTES**

February 28, 2024  
3:30 – 5:30 PM  
Senate Chambers

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**Present:** J. Bankole, C. Brown, R. Budde, L. Chen, A. Constantin, B. Deo, B. Durau, R. Fonda, K. Fredj, T. Fuson (non-voting), T. Fyfe, M. Gehloff, M. Groulx, N. Hanlon, J. Hirt, C. Ho Youngusband, C. Hofsink, H. Kazemian, J. King, N. Koper, A. Kranz, S. Linton, D. Nyce, A. Palmer, A. Parent (Recording Secretary), G. Payne (Chair), K. Read (Secretary of Senate), D. Roberts, R. Robinson, W. Rodgers, P. Siakaluk (non-voting), F. Somani, R. Somani (non-voting), K. Standish (non-voting), K. Stathers, M. Tipler (non-voting), F. Tong, E. Ukut, T. Whitcombe, E. Wilson, P. Wood-Adams, J. Zhou

**Regrets:** J. Allen, R. Camp II, L. Daukas, D. Desai, P. Gangani, T. Klassen-Ross, P. Lakchani Denagamage, D. McIntosh, D. Pandya, G. Potter (non-voting), K. Rennie, R. Schiff, P. Winwood (non-voting),

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The Senate Meeting began at 3:33 pm.

### **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 S-202402.01**

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

Hanlon

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

CARRIED

**3.0 Presentation:** No Presentation

### **4.0 Approval of the Minutes**

#### **S-202402.02**

#### **Approval of the Minutes**

Roberts

That the Minutes for the January 24, 2024, Open Session of Senate be approved as presented.

CARRIED

### **5.0 Business Arising**

#### **5.1 Artificial Intelligence (AI) Applications**

**Rodgers**

##### **5.1.1 Update on the AI Task Force**

**Rodgers**

The Provost reported on the AI Task Force. The task force is meeting regularly and looking to provide guidance to Faculty on the use of AI and on the messaging that they can use in their course outlines to be clear about their requirements of students, and the students' responsibilities. The task force is in the writing

stage of their recommendations. Following further consultation, these recommendations will be brought forward to Senate.

Motion to recess at 3:39 pm. to resolve sound system issues.

Meeting resumed at 3:53 pm.

## **6.0 President's Report**

**Payne**

The President reported on:

- the Film: 'Twice Colonized.'
- the UNBC Timberwolves Bronze medal at the Canada West Tournament
- the Employee Recognition reception and the President's Awards of Excellence
- the Budget – remaining fiscally prudent.
- the International graduate tuition caps

### **6.1 Report from the Public Session of the Board of Governors**

**Payne**

#### **a. February 2, 2024 (Public)**

- i. 2024/2025 UNBC Tuition Fees
- ii. Delegation of Authority to the President to Approve Fees
- iii. Scholarships, Bursaries and Awards
- iv. Dual-Credit Agreement – UNBC, CNC, and SD57 – Technology Exploration Program
- v. Land Trust Grid Promissory Note Extension
- vi. Network Access Layer Replacement
- vii. UNBC Exempt Compensation Philosophy and Program

#### **b. November 16, 2023 (Closed)**

- i. Management Letter from KPMG
- ii. UNBC Land Development Corporation: Re-appointment of Directors
- iii. Board Attendance Report
- iv. Annual Schedule of Board Meetings
- v. Governance Action Items
- vi. Annual Performance Review of the President
- vii. Enrollment Management Discussion

## **7.0 Report of the Provost**

**Rodgers**

The Provost reported on the directive from the Federal government to the Provincial governments to better manage international students and UNBC is working on strategies to manage any changes.

## **8.0 Report of the Registrar**

**Read**

The Registrar reported on

- System projects – Banner Document Management, Banner 9 Registration, Target X.
- All received applications that were eligible for registration were sent to the programs by February 6.
- Summer schedule and registration.
- International registrations
- Enrolment

## **9.0 Question Period**

### **9.1 Written questions submitted in advance**

- 9.1.1** Request for a discussion on the effects of Microsoft Intune & Privileged Access Management (PAM) and a request that the planned changes be put on hold until after there has been meaningful and engaged consultation with faculty.

**(submitted by Senator Kranz, Senator Roberts and the Faculty of Science and Engineering)**

The President reported that he has asked the Provost to Chair a taskforce to look at solutions and report back to Senate March. The challenge is to manage our cyber security risks with research activities.

The Provost has reported that the group has begun meeting, and a support person and system has been put into place to assist any individuals who currently do not have access to perform their research and teaching activities. Feedback can be sent to [pam@unbc.ca](mailto:pam@unbc.ca). The task force will work with the UNBC community in identifying issues and bring recommendations to the March 27 meeting of Senate and then work on an implementation plan.

Senate discussed their concerns.

The Provost reported that if there are urgent needs they will be addressed on an individual basis.

Senate discussed the membership of the task force.

**9.1.2 Associate Vice President People, Equity, and Inclusion (submitted by Senator Robinson)**

**9.1.2.1** The most senior position in Human Resources is a highly demanding *operational* focused role with defined deliverables to ensure core functions of the university are being realized and employer responsibilities are being met. Equity-related leadership positions, on the other hand, have an important role in mobilizing *strategic and integrative* institutional priorities to support the reduction of barriers for those from marginalized and underrepresented groups. How will this role, inclusive of two very different core functions, manage to objectively meet structural employment obligations and mitigate any conflicts of interest while simultaneously advancing systemic change?

**9.1.2.2** Aside from the one faculty member, who else will be represented on the search committee (e.g. those from equity-deserving groups?).

**9.1.2.3** Who will this position report to?

Associate Vice President, Administration reported on UNBC's efforts of unifying the Equity Office and Human Resources together under the leadership of a redefined role of an Associate Vice President People, Equity and Inclusion. This new organizational structure will build on our foundational support for the AVP role with the authority to enact meaningful change. We want to enhance UNBC's ability to achieve EDI practices in our core operations, to the question advancing systemic changes. AVP Haslett reported on the operational roles within the Human Resources and Equity and Inclusion offices and the development of an ombudsperson role.

AVP Haslett reported that there are 8 members on the search committee – Lisa Haslett, (Chair), Arleta Lucarelli, Megan Tipler, Katerina Standish, Robert Budde, Mindy Gobbi, Jenifer Dawson, Fiona Mo.

The new AVP role will report through the Vice President, Finance and Administration portfolio. This role has pan institutional accountabilities.

AVP Haslett reported on some of the reasons for this change.

**9.1 Questions from the floor**

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

**Payne**

**S-202402.03**

**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

Klassen-Ross

### 11.2 Senate Committee on Academic Affairs

Rodgers

#### For Approval:

##### **S-202402.04**

**Change(s) to Program Requirements** – Major in Environmental Science and Minors in Aquatic Science, Environmental Science, Soil and the Environment

Kranz

That the listing of ENGR 451-3 Groundwater Hydrology be changed to ENVE 351-4 Groundwater Flow and Contaminant Transport in the Major in Environmental Science and in the Minors in Aquatic Science, Environmental Science, and in Soils and the Environment on pages 118, 119 and 120 in the 2023/24 undergraduate PDF calendar, be approved as proposed.

**Effective Date:** September 2024

**CARRIED**

On calendar page 118, of the Major in Environmental Science:

[earlier material on page 117 that remains unchanged is not included here]

#### Upper-Division Requirements

ENPL 305-3 Environmental Impact Assessment  
ENPL 401-3 Environmental Law  
ENSC 308-3 Northern Contaminated Environments  
ENSC 406-3 Environmental Modelling  
ENSC 418-3 Environmental Measurement and Analysis  
ENSC 440-(2-6) Internship\*  
    or ENSC 499-(1-6) Independent Study  
    or an approved 3-credit field course  
ENSC 450-3 Environmental and Geophysical Data Analysis  
ENVS 414-3 Environmental and Professional Ethics  
NREM 306-3 Society, Policy and Administration

Two of the following:

~~ENGR 451-3 Groundwater Hydrology~~  
ENSC 404-3 Waste Management  
ENSC 412-3 Air Pollution  
ENSC 452-3 Reclamation and Remediation of Disturbed Environments  
ENVE 351-4 Groundwater Flow and Contaminant Transport

\*Students with extensive experience related to the environment or who have completed a co-op work term may be waived from this degree requirement with approval from the Program Chair. Co-op students may receive credit for ENSC 440-(2-6) at the same time as they are completing a co-op work term with the following conditions: students must register in ENSC 440-(2-6) before the co-op work term starts, and meet both the co-op and the ENSC 440-(2-6) requirements.

On calendar page 118-119, of the Minor in Aquatic Science

## Minor in Aquatic Science

The minor in Aquatic Science provides students with an opportunity to focus on aquatic processes associated with different water environments, such as rivers, lakes, and groundwaters. Emphasis is given to physical, chemical, and biological processes that govern the movement, fate, and management of water on timescales of seconds to decades. Attention is also given to the role of water (and associated chemicals, nutrients, and sediments) within ecosystems and society.

Students are required to take a minimum of ~~35~~ 36 credit hours. Of these, 14 credit hours are foundational courses in Chemistry, Mathematics, and Physics; ~~42~~ 13 credit hours are required aquatic science courses; and a minimum of 9 credit hours are selected from a list of suggested elective courses. Students may use 17 credit hours of lower-division courses and ~~6~~ 7 credit hours of upper-division courses to meet the requirements of a major or another minor. **Note:** Some upper-division courses may be taught in alternate years; students should consider this when planning their course sequences.

## Required Courses

### Lower-Division Requirement

CHEM 100-3 General Chemistry I  
CHEM 120-1 General Chemistry Lab I  
ENSC 202-3 Introduction to Aquatic Systems  
MATH 100-3 Calculus I  
MATH 101-3 Calculus II  
PHYS 100-4 ~~Introduction to Physics I~~ Physics for Life Sciences I  
or PHYS 110-4 Introductory Physics I: Mechanics

### Upper-Division Requirement

BIOL 302-3 Limnology  
ENVE 351-4 Groundwater Flow and Contaminant Transport  
GEOG 310-3 Hydrology  
~~ENGR 451-3 Groundwater Hydrology~~

### Elective Courses\*

A minimum of 9 credit hours from the following list:

BIOL 402-3 Aquatic Plants  
BIOL 406-3 Fish Ecology  
ENGR 254-4 Fluid Mechanics I  
ENSC 450-3 Environmental and Geophysical Data Analysis  
ENSC 454-3 Snow and Ice  
GEOG 311-3 Drainage Basin Geomorphology  
GEOG 405-3 Fluvial Geomorphology

\*Students must ensure that all prerequisites are fulfilled prior to registering in any course.

On calendar page 119-120 of the Minor in Environmental Science

## Minor in Environmental Science

The minor in Environmental Science is intended for students who are not majoring in Environmental Science and offers an introduction to pollution and its management and the four environmental systems: aquatic, atmospheric, ecological, and terrestrial. Students are given the opportunity to develop more depth in one or two areas. Students in this minor gain an exposure to fundamental biological, chemical, and physical aspects integral to the field of environmental science.

The minor in Environmental Science requires the completion of a minimum of 21 credit hours from the courses listed below, a minimum of 12 of which must be at the upper-division level. Students may use a maximum of two courses (a minimum of 6 credit hours) to fulfill the program requirements for a major or another minor.

Students must select at least one course from each of the following lists. All courses listed for the minor have prerequisites; students must ensure that all prerequisites are fulfilled prior to registering in any course. **Note:** Some upper-division courses may be taught in alternate years; students should consider this when planning their course sequences.

### Aquatic Systems

BIOL 302-3 Limnology  
BIOL 402-3 Aquatic Plants  
BIOL 406-3 Fish Ecology  
ENGR 254-4 Fluid Mechanics I  
~~ENGR 451-3 Groundwater Hydrology~~  
ENSC 202-3 Introduction to Aquatic Systems

ENSC 454-3 Snow and Ice  
ENVE 351-4 Groundwater Flow and Contaminant Transport  
GEOG 310-3 Hydrology

### Atmospheric Systems

ENSC 201-3 Weather and Climate  
ENSC 312-3 Biometeorology  
ENSC 408-3 Storms  
ENSC 412-3 Air Pollution  
ENSC 425-3 Climate Change and Global Warming  
ENSC 454-3 Snow and Ice

### Ecological Systems

BIOL 201-3 Ecology  
BIOL 202-3 Invertebrate Zoology  
BIOL 203-3 Microbiology  
BIOL 210-3 Genetics  
BIOL 301-3 Systematic Botany  
~~BIOL 401-3 Plant-Microbial Interactions~~  
BIOL 404-3 Plant Ecology  
BIOL 410-3 Population and Community Ecology  
BIOL 411-3 Conservation Biology

### Terrestrial Systems

~~ENGR 451-3 Groundwater Hydrology~~  
ENSC 325-3 Soil Physical Processes and the Environment  
ENSC 435-3 Soil Biological Processes and the Environment  
ENSC 452-3 Reclamation and Remediation of Disturbed Environments  
ENVE 351-4 Groundwater Flow and Contaminant Transport  
FSTY 205-3 Introduction to Soil Science  
GEOG 210-3 Introduction to Earth Science  
GEOG 311-3 Drainage Basin Geomorphology  
GEOG 405-3 Fluvial Geomorphology  
GEOG 411-3 Quaternary and Surficial Geology

### Environmental Pollution and Management

~~ENGR 451-3 Groundwater Hydrology~~  
ENPL 305-3 Environmental Impact Assessment  
ENSC 302-3 Low Carbon Energy Development  
ENSC 308-3 Northern Contaminated Environments  
ENSC 404-3 Waste Management  
ENSC 406-3 Environmental Modelling  
ENSC 412-3 Air Pollution  
ENSC 452-3 Reclamation and Remediation of Disturbed Environments  
ENVE 351-4 Groundwater Flow and Contaminant Transport  
NREM 410-3 Watershed Management

On calendar page 120 of the Minor in Soils and the Environment:

## Minor in Soils and the Environment

Processes and their dynamics at the interface between the biosphere, atmosphere, hydrosphere, and lithosphere are critical to the regulation of environmental quality from the micro-scale of millimeters to the macro-scale of climatic conditions. The minor in Soils and the Environment provides students with an opportunity to focus on the Earth's "Critical Zone," the thin outer layer which supports terrestrial life on the planet. The emphasis is on key biological, chemical, and physical processes active in soils, and how they influence environmental conditions.

Students are required to take 34 credit hours. Of these, 16 credit hours are foundational courses in biology and chemistry, 15 credit hours are required soils and geochemistry courses, and 3 credit hours are selected from a list of suggested elective courses. Students may use 16 credit hours of 100-level courses and 6 credit hours of other courses to meet the requirements of a major or another minor. **Note:** Some upper-division courses may be taught in alternate years; students should consider this when planning their course sequences.

## Required Courses

BIOL 103-3 Introductory Biology I  
BIOL 104-3 Introductory Biology II  
BIOL 123-1 Introductory Biology I Laboratory  
BIOL 124-1 Introductory Biology II Laboratory  
CHEM 100-3 General Chemistry I  
CHEM 101-3 General Chemistry II  
CHEM 120-1 General Chemistry Lab I  
CHEM 121-1 General Chemistry Lab II  
ENSC 307-3 Introduction to Geochemistry  
ENSC 325-3 Soil Physical Processes and the Environment  
ENSC 435-3 Soil Biological Processes and the Environment  
FSTY 205-3 Introduction to Soil Science  
FSTY 425-3 Soil Formation and Classification

## Elective Courses\*

A minimum of 3 ~~Three~~ credit hours from the following list:

~~ENGR 451-3 Groundwater Hydrology~~  
ENSC 404-3 Waste Management  
ENSC 452-3 Reclamation and Remediation of Disturbed Environments  
ENVE 351-4 Groundwater Flow and Contaminant Transport  
FSTY 415-3 Forest Soils

\*Students must ensure that all prerequisites are fulfilled prior to registering in any course.

### **S-202402.05**

**Change(s) to Course Prerequisites** – GEOG 450-3 Advanced Geospatial Analysis

Hanlon

That the changes to the course prerequisites for GEOG 450-3 Advanced Geospatial Analysis, on page 258 of the 2023/2024 undergraduate calendar, be approved as proposed.

**Effective Date:** September 2024

CARRIED

## **GEOG 450-3 Advanced Geospatial Analysis**

Students work with and analyze large geospatial remotely-sensed datasets, learning and using advanced Python functional programming. In addition to laboratory exercises, students participate in a weekly seminar to critically evaluate research on geospatial algorithms and analyses. Students work together to use geospatial analyses to solve a problem relevant to non-academic stakeholders.

Prerequisites: GEOG 250-3; or GEOG 357-3 and (CPSC 101-3 or CPSC 110-3); or permission of the instructor

### **S-202402.06**

**Change(s) to Program Requirements** – MScN Family Nurse Practitioner Program

Kranz

That the changes to the program information and program requirements for the MScN Family Nurse Practitioner Program on pages 91-93 of the PDF 2023-2024 UNBC Graduate Calendar be approved as proposed.

**Effective Date:** September 2024

CARRIED

The Master of Science in Nursing: Family Nurse Practitioner Program is a practice-oriented, theory-based degree that prepares graduates to be autonomous practitioners, leaders, role models, and educators in primary health care. The focus of the Family Nurse Practitioner Program is general family practice—that is care for individuals, families, groups, and communities across all life stages. Family Nurse Practitioners are health professionals who have achieved advanced nursing practice competencies at the graduate level of nursing education. Nurse

Practitioners, who are regulated by the British Columbia College of Nurses and Midwives, provide health care services from a holistic nursing perspective, integrated with the autonomous diagnosis and treatment of acute and chronic illness, including ordering diagnostic tests and prescribing medications.

The Master of Science in Nursing Program (Thesis or Project) leads to an advanced nursing practice degree that focuses on preparing graduates across a range of areas and specialties to act as autonomous practitioners. In addition, this program aims to prepare graduates as interprofessional collaborators, nurse researchers, leaders, educators, change agents, and role models. Graduates of this program work in a variety of health care settings as clinical nurse specialists, educators, administrators, and researchers, and work with diverse populations across all age groups.

Both programs focus on the preparation of graduates for advanced nursing practice in rural and northern communities. Courses address the following: community and program development and evaluation; debates influencing health care policy; application of research and evidence-based practice; promotion of the health of Indigenous Peoples; and development of nursing knowledge in relation to advanced practice nursing.

Required courses for the MScN (FNP) and MScN are available by distance, with some on-site (face-to-face) requirements and required clinical practice in the MScN (FNP) Program. ~~The programs are designed to allow professional nurses to complete their degree on a full-time or part-time basis.~~

### **Clinical Practica Scheduling and Expectations**

The MScN (FNP) Program focuses on practice in rural and northern settings. Clinical practica at sites across British Columbia are arranged by the School of Nursing. Students must be prepared to complete clinical hours where and when assigned.

Clinical practica sites are based on availability as well as student learning needs towards achieving Entry-Level Competencies for Nurse Practitioners in Canada.

Attendance for all 752 clinical hours is required through 12 credit hours of practicum and 9 credit hours of consolidating internship. Students who do not complete their total required hours in each semester are at risk of failure. Students who are unable to attend their practicum for any reason must contact their clinical faculty and preceptor ~~or site contact~~ with as much notice as possible.

For those in the MScN (Thesis or Project option): NURS 701-6 Advanced Clinical Practice Nursing clinical hours and practice sites are tailored to the specific clinical focus.

### **Program Costs**

Costs associated with study in the MScN (FNP) Program or the MScN Program—Thesis or Project Option are the responsibility of the individual student, including transportation costs, and any expenses involved in academic studies, lab, and clinical practica. These expenses may include travel, accommodation, and living expenses associated with required clinical practice or travel to campus for required face-to-face (on campus) coursework. See the Fees section in this calendar.

### **Criminal Records Search**

All students in the Master of Science in Nursing program are required to submit a Criminal Record Check search ~~prior to the first day of classes in their entry semester and prior to the commencement of their first clinical courses.~~

~~Domestic applicants must supply a Criminal Record Check search result after receiving an offer of admission and before the first day of classes; the search result is not required with the application. International applicants must submit a Criminal Record Check search result provided by their local police authority upon application, and are also required to submit a British Columbia Criminal Record Check if offered admission. The Office of the Registrar provides instructions to domestic and international applicants who have accepted offers of admission on how to complete a British Columbia Criminal Record Check.~~

### **Immunizations**

All students undertaking clinical learning experiences must submit records of current status of the following immunizations prior to commencement of ~~the~~ clinical courses: diphtheria, tetanus, poliomyelitis, measles, mumps, rubella, hepatitis B, varicella, ~~and~~ COVID-19, and any other immunization that may become required for practice by order of the Provincial Health Officer. A Mantoux test (PPD) for tuberculosis is also recommended within one

month of entering the clinical setting. Failure to have up-to-date immunizations may result in the student not being permitted to practice in a clinical setting.

### **CPR Certification**

All students undertaking clinical learning experiences must provide proof of current CPR certification, level C, prior to commencement of the clinical courses.

### **British Columbia College of Nurses and Midwives Requisite Skills and Abilities**

All students who apply to the UNBC MScN (FNP) and MScN Programs must demonstrate the capacity to meet British Columbia College of Nurses and Midwives (BCCNM) Requisite Skills and Abilities, and sign the BCCNM form attesting to that capacity.

### **Standards of Professional Conduct**

In addition to fulfilling all University and Program expectations, all students are expected to abide by professional standards as set forth in the current BCCNM Professional Standards for Registered Nurses and Nurse Practitioners and the Canadian Nurses Association (CNA) Code for Ethics for Registered Nurses. Violation of professional standards may result in suspension or dismissal from the program or the educational institution.

### **Misconduct**

Any conduct that violates the ethical or legal standards of UNBC or BCCNM, particularly those related to academic dishonesty and professional conduct, are considered serious offenses. Academic misconduct and/or professional misconduct may result in the student being required to withdraw from the MScN Program and possibly the University. Satisfactory academic performance is not the sole criterion for progression or graduation. The UNBC School of Nursing reserves the right to require a student to withdraw from ~~the student's~~ their program if the student is considered to be unsuited to proceed with the study or practice of advanced practice nursing.

### **Academic Performance**

All MScN students must adhere to all Graduate Program Admissions and Regulations as outlined in the UNBC Graduate Calendar. Students may be removed from a clinical learning experience or setting due to "unsafe or unprofessional" performance or conduct and may receive a final grade of F in that course.

## **MScN (FNP) Family Nurse Practitioner Program**

### **Admission to Family Nurse Practitioner Program**

In addition to the application requirements outlined in *General Admission* of the Graduate Academic Calendar, applicants for the Family Nurse Practitioner Program are required to submit the following for consideration of admission:

- ~~Three~~ Two Assessment Reports on Applicant for Admission to Graduate Studies. Letters of reference may accompany the Assessment Reports. At least one of the assessments/letters must be from a health professional from the prospective student's most recent practice setting;
- An academic transcript showing undergraduate courses in nursing theory, health assessment, community health nursing, and research;
- Nursing practice résumé or curriculum vitae;
- ~~Criminal records searches;~~
- Successful completion of the San'yas Indigenous Cultural Safety Training within the previous two years prior to the semester of admission to the MScN (FNP) Program;
- Evidence of at least two years' full-time practice experience, or equivalent, following completion of the Baccalaureate Nursing degree;
- Evidence of active registration as a nurse in British Columbia. Note that annual documentation of current, practicing BCCNM licensure is required while enrolled in the program.

### **Recommendations:**

The following recommendations, if undertaken, may strengthen applications to the UNBC MScN (FNP) Program, and may be beneficial in preparing applicants for the demands of an MScN (FNP) graduate program. Applicants are strongly encouraged to successfully complete the following within three years prior to the semester of admission to the MScN (FNP) Program:

- an upper-division or graduate-level anatomy and physiology course
- an academic writing course

- a graduate-level research methods course

Application deadlines can be found in the Graduate Programs Admissions and Regulations section of the Graduate Calendar at [www.unbc.ca/calendar/graduate/](http://www.unbc.ca/calendar/graduate/) admissions.

The MScN (FNP) Program accepts students for the September Semester.

### Family Nurse Practitioner Program Requirements

~~A minimum of 51 credit hours of MScN and Nurse Practitioner courses are is required. On-site instruction is a required component of five courses. Placements for clinical experiences are in rural and northern communities. A final project completes the degree.~~

NURS 602-3	Pathophysiology
NURS 603-3	Health Assessment and Diagnostic Reasoning
NURS 604-3	The Healing and Well-being of Indigenous Peoples
NURS 605-3	Pharmacological Management and Therapeutic Interventions
NURS 606-3	Developing Nursing Knowledge
NURS 607-3	Appraising and Synthesizing Evidence for Practice
NURS 608-3	Nurse Practitioner Professional Practice
NURS 703-3	Health Program Planning, Community Development and Evaluation
NURS 704-3	Leadership in Health Care and Practice
NURS 720-6	Practicum: Integrating Primary Health Care I
NURS 730-6	Practicum: Integrating Primary Health Care II
NURS 790-9	Nurse Practitioner Internship
NURS 798-3	Nurse Practitioner Project

#### **S-202402.07**

#### **Change(s) to Program Requirements – Rural Nursing Certificate Program**

Kranz

That the changes to the Rural Nursing Certificate Program requirements on page 180 of the PDF 2023-2024 UNBC Undergraduate Calendar be approved as proposed.

**Effective Date:** September 2024

CARRIED

### Certificate Requirements

NURS 451-3 Health Assessment and RN First Call

~~NURS 452-6 Chronic Disease Management, Palliative Care and Wound Care~~

NURS 453-3 Nursing Practice with Older Persons

NURS 454-6 Perinatal Care

NURS 455-6 Foundations in Emergency and Trauma Nursing

NURS 456-3 Mental Health and Addictions

NURS 457-3 Living and Working in a Rural Community

NURS 462-3 Chronic Disease Management and Wound Care

NURS 463-3 Palliative Care

#### **S-202402.08**

#### **New Course Approval – NURS 462-3 Chronic Disease Management and Wound Care**

Hanlon

That the new course NURS 462-3 Chronic Disease Management and Wound Care be approved as proposed.

**Effective Date:** September 2024

CARRIED

This course focuses on management and care of people with chronic disease and/or multimorbidity in rural community settings. Learners use evidence-based principles to care for people with chronic disease through relational, team-based, and shared decision-making

approaches. Strategies that support patient and family-centred care and effective self-management are emphasized. Three weeks of this course are dedicated to learning how to assess and manage wounds for people at home in rural settings.

**Prerequisites (taken prior):** NURS 330-4, or Rural Nursing Certificate Program or Post-Diploma BScN students, or permission of the Chair

**Preclusions:** NURS 452-6, NURS 652-3

**S-202402.09**

**Change(s) to Course Description –** NURS 798-3 Nurse Practitioner Project

Hanlon

That the changes to NURS 798-3 Nurse Practitioner Project on page 146 of the PDF 2023-2024 Graduate Calendar be approved as proposed.

**Effective Date:** September 2024

CARRIED

**NURS 798-3 Nurse Practitioner Project** ~~In this course, which spans~~ is completed over two the final three semesters during the final year of the program. ~~Students undertake a practice-based project informed by clinical practice to that examines and synthesizes and present knowledge that is in an area of critical-area of concern to care family nurse practitioners. The project is self-directed and completed under the supervision of a faculty members within the options and guidelines established by the program.~~

*Prerequisites:* NURS 607-3

*Major Restriction:* MScN (Family Nurse Practitioner) students

**S-202402.10**

**New Program Approval –** PhD in Engineering

Roberts

That the new PhD in Engineering be approved as proposed.

**Effective Date:** September 2025

CARRIED

**General Calendar Description:** The PhD in Engineering at UNBC provides breadth in the substantive and methodological areas of Civil and Environmental Engineering. The PhD provides advanced research and experiential training so that graduates gain academic and practical skills.

More specifically, the objective of the PhD program in Engineering is to develop scholars and researchers who can contribute to the larger body of scientific knowledge of Civil and Environmental Engineering through research and have an advanced level of understanding of the applications of their research in practice.

**Curriculum:** The PhD is a research-intensive degree developed for students with a strong background in the fundamental knowledge required for engineering. The supervisory committee assesses the student's preparedness to conduct research and recommends additional requirements for technical courses. These courses may be offered on campus, through the Western Dean's agreement, or through reputable online learning platforms such as EdX.

The following courses will be required:

ENGR 700-3 Technical Writing

ENGR 801-3 Research Methods

ENGR 802-3 Dissertation Seminar

ENGR 803-3 Professional Development

ENGR 890-12 Dissertation

### **Once per year after taking ENGR 802-3**

ENGR 804-0 Dissertation Seminar Presentation

ENGR 804, and ENGR 890 will be Pass/Fail. All other courses will be grade-based. A minimum of 24 CH in total will be required.

ENGR 700-3 Technical Writing may be waived by the supervisory committee.

Technical courses may be recommended by the supervisory committee.

Professional development is an important aspect of PhD programs. Students must take at least 60 hours of professional development activities. Examples are courses, workshops or seminars to gain and improve teaching, communication, leadership and management skills.

Certificates for the professional development activities will be submitted to the program Chair for approval and recorded by the School of Engineering. The Office of the Registrar will be informed once the professional development requirement is met by the student.

Students are required to successfully complete a comprehensive exam at most 18 months after the start of the program. The comprehensive exam is tailored to ensure each student is adequately prepared to complete the PhD research. The comprehensive exam will assess the breadth and depth of the student's knowledge in their area of research, and their ability to communicate knowledge of the discipline. The supervisory committee will provide four questions to the student. The comprehensive exam will be of the take-home type, lasting 96 hours. Within one week after the submission of the responses, the committee will meet with the student for an oral defence of the answers. The possible results of the exam will be: a) clear pass; b) conditional pass with the requirement of additional courses to be taken; c) adjourn with the exam to be repeated within six months; ; and d) fail with the student required to withdraw from the program.

Students are required to submit and defend a PhD proposal by the end of the second year. In this proposal, they must demonstrate the ability to conduct independent and original research. The proposal must include a literature review summarizing the state of the art, formulate a research question, discuss the methods used to address the question(s), and present deliverables and timelines.

Upon passing the comprehensive exam and successfully defending the dissertation proposal to their supervisory committee, a student is granted PhD Candidate status and works towards completion of the dissertation under the supervision of the Supervisory committee. A doctoral dissertation must be submitted and defended. The defence of the dissertation by full-time PhD Candidates normally takes place between three and five years of acceptance into the program. Part-time students usually take longer to complete the degree. The final defence shall be conducted according to the rules established in the UNBC Graduate Calendar (4.5.1, e).

The PhD supervisory committee consists of a primary supervisor and at least three other members who are experts in the area of research. At least one committee member must be from within the UNBC School of Engineering and at least one committee member must be from outside the UNBC School of Engineering.

#### **S-202402.11**

**New Program Approval** – PhD in Biochemistry

Roberts

That the new PhD in Biochemistry and Molecular Biology be approved as proposed.

**Effective Date:** September 2025

CARRIED

### **General Calendar Description:**

The PhD in Biochemistry and Molecular Biology at UNBC provides students with a breadth of experience across a range of experimental techniques and capacity. The PhD requires advanced research and provides an experiential education, preparing graduates for future careers as research scientists in either academia or industry. The objective of the PhD program in Biochemistry and Molecular Biology is to develop scholars and researchers who

can contribute to the larger body of scientific knowledge and advance our understanding of the fundamental roles biochemistry and molecular biology play in life.

### **Curriculum**

The PhD is a research degree developed for incoming students with a rich background in the fundamental knowledge required for biochemistry. The supervisory committee assesses the student's readiness to conduct research, and recommends coursework. These courses may be offered on campus by faculty, through the Western Dean's agreement, or through reputable online learning platforms such as edX.

### **Courses**

BCMB 804-3 Graduate Seminar  
BCMB 890-12 Dissertation  
Other courses or professional development credits as deemed necessary by the supervisory committee (not to exceed a total of 9 academic credits)

### **Candidacy**

Students entering the PhD program with a Master's degree must complete the candidacy exam within 18 months from entry, while students transferring from the MSc in Biochemistry to the PhD program must complete the exam within 24 months from the beginning of their graduate program. The candidacy examination consists of a grant-style proposal written by the student on their proposed research and an oral defence of the proposal with questions along with any other questions the supervisory committee deems necessary. Students must pass both the oral and written components.

### **Other requirements**

Students must continuously register full-time in three terms per year. No part-time graduate program is available for this degree. Students normally undertake a teaching assistantship within the department.

### **Dissertation**

Students must have an identified supervisor at the time of application. Within six months of admission, a supervisory committee consisting of their supervisor and three faculty members (one of whom should be an external faculty member from a related academic discipline) must be created. Students are expected to work with their supervisor and committee in the development and execution of their research. Students are expected to publish the results of their research in refereed scientific journals and present them at conferences.

### **Oral Examination**

The final, written dissertation is evaluated by the supervisory committee and an external examiner (from outside of the University) chosen by the graduate committee in consultation with the supervisor and approved by the Dean of the Faculty of Science and Engineering. The dissertation must be publicly presented and defended in an oral exam.

### **Normal Time Required for Completion**

The completion time for the PhD between initial admittance and final defence will normally range from three to five years.

#### **S-202402.12**

**Change(s) to Program Requirements** – Joint Major in Computer Science and Mathematics (BSc) Whitcombe

That the change(s) to the program requirements for Joint Major in Computer Science and Mathematics (BSc) on pages 81-82 of the 2023/2024 undergraduate calendar, be approved as proposed.

**Effective Date:** September 2024

CARRIED

### **Program Requirements**

#### **Literacy Requirement**

One of the following:

ENGL 170-3 Writing and Communication Skills

## ENGL 270-3 Expository Writing

### Lower-Division Requirement

CPSC 100-4 Computer Programming I  
CPSC 101-4 Computer Programming II  
CPSC 141-3 Discrete Computational Mathematics  
CPSC 200-3 Algorithm Analysis and Development  
CPSC 230-4 Introduction to Logic Design  
CPSC 231-4 Computer Organization and Architecture  
CPSC 242-3 Mathematical Topics for Computer Science  
CPSC 281-3 Data Structures I  
MATH 100-3 Calculus I  
MATH 101-3 Calculus II  
~~MATH 200-3 Calculus III~~  
MATH 202-3 Multivariable Calculus I  
MATH 204-3 Multivariable Calculus II  
~~MATH 201-3 Introduction to Complex Analysis~~  
MATH 220-3 Linear Algebra  
MATH 224-3 Foundations of Modern Mathematics  
MATH 230-3 Ordinary Differential Equations and Boundary Value Problems

### General Science Requirement

Two of the following:

BIOL 103-3 Introductory Biology I  
and BIOL 123-1 Introductory Biology I Laboratory

BIOL 104-3 Introductory Biology II  
and BIOL 124-1 Introductory Biology II Laboratory

CHEM 100-3 General Chemistry I  
and CHEM 120-1 General Chemistry Lab I

CHEM 101-3 General Chemistry II  
and CHEM 121-1 General Chemistry Lab II

~~PHYS 100-4 Introduction to Physics I~~ Physics for Life Sciences I  
or PHYS 110-4\* Introductory Physics I: Mechanics

PHYS 111-4\* Introductory Physics II: Waves and Electricity

**\*Note:** PHYS 110-4 (Introductory Physics I: Mechanics) and PHYS 111-4 (Introductory Physics II: Waves and Electricity) are strongly recommended for all majors.

### Upper-Division Requirement

CPSC 320-3 Programming Languages  
CPSC 321-3 Operating Systems

## CPSC 370-3 Functional and Logic Programming

\*\*Six credit hours of 300\_ or 400\_-level Computer Science; and 6 credit hours of 400\_-level Computer Science (excluding seminar, project, and special topics courses).

MATH 320-3 Survey of Algebra

MATH 326-3 Advanced Linear Algebra

MATH 335-3 Introduction to Numerical Methods

STAT 371-3 Probability and Statistics for Scientists and Engineers

\*\*Three credit hours of 300\_- or 400\_-level Mathematics; and 6 credit hours of 400\_-level Mathematics.

**Note:** ~~Three of these 9 credit hours must be at the 400 level so that the total number of Computer Science and Mathematics credit hours at the 400 level is at least 15.~~ Between the two disciplines, a minimum of 15 credit hours at the 400-level must be completed.

**Note:** CPSC 340-3 (Theory of Computation) is recommended.

### S-202402.13

**New Course Approval** – ENGR 472-3 Pavement Engineering

Gehloff

That the new course ENGR 472-3 Pavement Engineering be approved as proposed.

**Effective Date:** September 2024

CARRIED

This course introduces fundamental undergraduate-level knowledge about pavement engineering. Topics include structural pavement design, asphalt mixture design, and performance evaluation / non-destructive testing of roadway pavements. Lecture and laboratory sessions are included to perform standard Quality Control (QC) tests on pavement specimens as well as advanced performance testing to evaluate pavement resistance to distresses. Students perform analysis of testing results and present laboratory reports. In-situ data collection or site visits are arranged with industrial partners based on availability.

**Prerequisites (taken prior):** CIVE 241-3 and CIVE 370-3

### S-202402.14

**New Course Approval** – ENGR 672-3 Advanced Pavement Engineering

Gehloff

That the new course ENGR 672-3 Advanced Pavement Engineering be approved as proposed.

**Effective Date:** September 2024

CARRIED

This advanced course introduces graduate-level knowledge about pavement engineering. Topics include structural pavement design, asphalt mixture design, and performance evaluation / non-destructive testing of roadway pavements. Lecture and laboratory sessions are included to perform standard Quality Control (QC) tests on pavement specimens as well as advanced performance testing to evaluate pavement resistance to distresses. Students perform analysis of testing results and present laboratory reports. In-situ data collection or site visits are arranged with industrial partners based on availability.

**Prerequisites (taken prior):** CIVE 241-3 and CIVE 370-3, or equivalent

**S-202402.15**

**Change to Course Credit Hours** – PHYS 798-3 Advanced Topics in Physics

Groulx

That the change to the credit hours for PHYS 798-3 Advanced Topics in Physics, on page 148 of the 2023/2024 graduate calendar, be approved as proposed.

**Effective Date:** May 2024

CARRIED

**PHYS 798-3 (1-3) Advanced Topics in Physics** This course covers topics of current interest in physics research, which vary from year to year. This course may be repeated provided that all topics are distinct.

**S-202402.16**

**Course Description Change(s)** – MATH 152-3 Calculus for Non-Majors

Hanlon

That the changes to the course description for MATH 152-3 Calculus for Non-Majors, on page 271 (in the print or PDF calendar accessible on the UNBC web page) of the 2023/2024 undergraduate calendar, be approved as proposed.

**Effective Date:** September 2024

CARRIED

**MATH 152-3 Calculus for Non-majors** This course covers limits, the derivative, techniques of differentiation, exponential functions and exponential growth, maxima and minima, introductory curve sketching, first order linear differential equations, introduction to definite and indefinite integrals and their properties, integration by substitution, partial derivatives, and optimization of functions of several variables, Lagrange multipliers, with applications in the social and physical sciences. Applications may vary among sections, depending on students' disciplines. This course is not open to MATH or CPSC majors.

Prerequisites: Pre-calculus 12 or MATH 115-3

Precluded: MATH 100-3, MATH 105-3

**S-202402.17**

**Creation of Dean's List**

Hirt

That the creation of a Dean's List to recognize the top 10% of students in each Program be approved as proposed.

**Effective Date:** September 2024

CARRIED

**S-202402.18**

**Academic Dates**

Durau

That the UNBC Academic Dates for the 2024-2025 academic years be approved as proposed.

CARRIED

**11.3 Steering Committee of Senate**

**Payne**

**11.3.1 Search and Recommendation for the Selection of the President and Vice-Chancellor Procedures**

K. Howitt reported that the *Search and Recommendation for the Selection of the President and Vice-Chancellor Procedures* were included as a suite of policies and procedures recently posted publicly for consultation. Feedback was received and reviewed.

**For Approval:**

**S-202402.19**

**Search and Recommendation for the Selection of the President Procedures**

Kranz

That, on the recommendation of the Steering Committee of Senate, the Search and Recommendation for the Selection of the President Procedures be approved as proposed.

**Effective Date:** Upon approval of Senate and the Board of Governors

CARRIED

**S-202402.20**

**Repeal Selection Procedures for the Search Committee for the President and Vice-Chancellor**

Kranz

That, on the recommendation of the Steering Committee of Senate, the Selection Procedures for the Search Committee for the President and Vice-Chancellor (2011) be repealed.

**Effective Date:** Upon approval of Senate and the Board of Governors

CARRIED

**The following materials were included in the meeting package for information only.**

- 2021 Interim *Selection Procedures for the Search Committee for the President and Vice-Chancellor* – for information
- Draft *Appointment and Reappointment of the President and Vice Chancellor Policy* – for information
- Current *Appointment of Senior Academic and Administrative Officers of the University, and of Faculty Policy* – for information
- Draft *Review of the President and Vice-Chancellor Prior to Reappointment Procedures* – for information
- Current *Review of the President Prior to Reappointment Terms of Reference* – for information
- Draft *Review of the President and Vice-Chancellor Policy* – for information
- Draft *Review of the President and Vice-Chancellor Procedures* – for information
- Current *Annual Presidential Review Policy and Procedures*

11.3.2 Link to Senate Handbook was included in the meeting package.

**For Approval:**

**S-202402.21**

**Senate Committee on Curriculum and Calendar – Terms of Reference**

That on the recommendation of the Steering Committee of Senate and the Senate Committee on Curriculum and Calendar (SCCC) the changes to the Terms of Reference for the Senate Committee on Curriculum and Calendar and subsequently the Senate Handbook be approved.

**Effective Date:** Upon approval of Senate

CARRIED

**S-202402.22**

**Senate Committee on University Budget – Terms of Reference**

That on the recommendation of the Steering Committee of Senate and the Senate Committee on University Budget (SCUB) the changes to the Senate Committee on University Budget Terms of Reference and subsequently the Senate Handbook be approved as proposed.

**Effective Date:** Upon approval of Senate

CARRIED

**S-202402.23**

**Senate Handbook** - Senior University Administrators and Other Representatives not otherwise elected or appointed to Senate

That on the recommendation of the Steering Committee of Senate the changes to the definitions of 'Senior University Administrators not otherwise elected or appointed to Senate' and 'Other Representatives not otherwise elected or appointed to Senate' and subsequently the Senate Handbook be approved.

**Effective Date:** Upon approval of Senate  
CARRIED as amended

Amendment

Hanlon

Motion to correct the titles of the Vice Provosts and Senior Directors,

**(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, ~~Finance and Business Operations~~; Associate Vice Presidents, ~~Equity, Diversity and Inclusion~~; ~~Associate Vice President Northern Medical Program~~; ~~Associate 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 positions: ~~President of NUGSS, Chairperson of NBCGSS, Vice Provost Indigenous Initiatives, and the President of the Faculty Association.~~

**For Information:**

**11.3.2** The Joint Board and Senate Session – *UNBC: Preparing the 21st Century University Student for Research and the Labour Market* - Summary was included in the meeting package.

**11.4 Senate Committee on Nominations**

**S-202402.24**

**Recommendation of Senate Committee Members to Senate**

**Durau**

Kranz

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

Effective date: February 28, 2024

**Senate Committee on Indigenous Initiatives**

One Indigenous Undergraduate Student, appointed by Senate  
Kurt Kristoffersen (effective immediately – 08/31/2024)

**Senate Committee on Curriculum and Calendar**

One additional Member appointed by Senate, who may be students, members of faculty, or the academic administrative staff  
Heather Empey (effective immediately – 03/31/2026)

**Steering Committee of Senate**

One Student Senator

Student Senator, Faizaan Somani (effective immediately – 08/31/2024)

CARRIED

11.4.1 List of Senate Committee Vacancies was included in the meeting package.

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

No report.

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

No report.

**11.7 Senate Committee on Indigenous Initiatives** **Payne**

The Chair reported that the committee has met and welcomed Associate Vice President, Indigenous Tipler. AVPI Tipler will Chair this committee moving forward. Discussions continue on Indigenous identity verification.

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

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

**For Information**

**SCSB20240124.03** *(approved)*

**UNBC Chemistry and Biochemistry Alumni Award**

That the NEW Terms and Conditions for the UNBC Chemistry and Biochemistry Alumni Award be approved.

Effective: 2024-2025 Academic Year

**SCSB20240124.04** *(approved)*

**Spectra Energy Bursary With Name Change to Enbridge Bursary**

That the REVISED Terms and Conditions for the Spectra Energy Bursary with a name change to Enbridge Bursary be approved.

Effective: 2024-2025 Academic Year

**11.10 Senate Committee on University Budget** **Gehloff**

Senator Gehloff reported that the Senate Committee on University met and had good discussions with the Vice President, Academic and Provost and the Vice President, Finance and Administration.

**12.0 Information**

**13.0 Other Business**

**Motion to extend Senate past 5:30 p.m.**

Whitcombe

**CARRIED**

**14.0 S-202402.25** *(10 minutes)*

**Move to the Closed Session**

Gehloff

That the meeting move to Closed Session.

**CARRIED**

**15.0 S-202402.32**

**Adjournment**

Whitcombe

That the Senate meeting be adjourned.

**CARRIED**

Meeting adjourned at 5:36 pm.