



SENATE MEETING OPEN SESSION AGENDA

October 22, 2025

3:30 – 5:00 PM

Senate Chambers

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.

1.0 S-202510.01 Approval of the Agenda †

Page 1 That the agenda for October 22, 2025, Open Session of Senate be approved as presented.

† **NOTE:** *The Senate Agenda for the open 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.*

2.0 **Presentation:** Co-operative Education at UNBC, Sonia Sidhu, Co-op Coordinator and Dakota Den Duyf, Manager, Student Experience & Planning

3.0 S-202510.02 Page 4 Approval of the Minutes

That the Minutes for September 24, 2025, Open Session of Senate be approved as presented.

4.0 **Business Arising**

5.0 **Interim President's Report (10 minutes)** Owen

5.1 Report from the Board

6.0 **Report of the Provost (5 minutes) - [page 21](#)** Beaulieu

7.0 **Report of the Registrar (5 minutes) – Enrolment Report - [page 23](#)** Read

8.0 **Report on Regional Activities (5 minutes)** Beaulieu/Owen

9.0 **Question Period (10 minutes)** Owen

9.1 Questions in advance

9.2 Questions from the floor

10.0 Committee Reports

10.1 Senate Committee on Student Appeals

Klassen-Ross

10.2 Senate Committee on Academic Affairs

Beaulieu

"For Approval" Items:

Regular S-202510.03

Memorandum of Understanding – Gakushuin University and the University of Northern British Columbia

That on the recommendation of the Senate Committee on Academic Affairs, the Memorandum of Understanding between UNBC and Gakushuin University be approved as proposed, with the intention of entering into an exchange agreement on April 1, 2026 .

Page 29 Effective Date: Upon signing of both parties

10.3 Steering Committee of Senate

Owen

10.4 Senate Committee on Nominations

Casperson

"For Approval" Items:

Regular S-202510.04

Recommendations of Senate Committee Members

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: Upon approval of Senate or as indicated.

FILLED

(except as otherwise noted, all terms begin immediately)

CANDIDATE

SENATE COMMITTEE ON NOMINATIONS

Faculty Senator
Term end March 31, 2026

Maik Gheloff

10.4.1 Senate Committee Vacancies

Vacancies sorted by committee: Senate Committee Vacancies as of September 24, 2025

COMMITTEE	POSITION		TERM EXPIRY DATE
Senate Committee on Academic Affairs	Regional Representative		03/31/2026
Senate Committee on Indigenous Initiatives	Faculty Member		03/31/2027
Senate Committee on Nominations	Student Senator		08/31/2026
	Faculty Senator "†"		03/31/2027
Senate Committee on Admissions and Degrees	Undergraduate Student "†"		08/31/2026
Steering Committee of Senate	Student Senator		08/31/2026
Senate Committee on Scholarships and Bursaries	Student Senator		08/31/2026
Senate Committee on Student Appeals	Graduate Student Senator		08/31/2026

Note: The symbol "†" denotes that an appointment by Senate is pending

10.5 Senate Committee on Curriculum and Calendar

Read

10.6 Senate Committee on Admission and Degrees

Read

- | | | |
|-------|--|------------|
| 10.7 | Senate Committee on Indigenous Initiatives | Owen |
| 10.8 | Senate Committee on Honorary Degrees and Special Forms of Recognition | Owen |
| 10.9 | Senate Committee on Scholarships and Bursaries | Wood-Adams |
| 10.10 | Senate Committee on University Budget | Gehloff |
| 11.0 | Approval of Motions on the Consent Agenda | Owen |
| | No items. | |
| 12.0 | Information | |
| 13.0 | Other Business | |
| 14.0 | <u>S-202510.05</u> (10 minutes)
Move to the Closed Session
That the meeting move to Closed Session | |
| 15.0 | <u>S-202510.09</u>
That the Senate meeting be adjourned. | |

Senate Report

Dr. Michel Beaulieu, Provost & Vice President Academic
October 14, 2025

I would like to begin my first Provost's Report by thanking the entire UNBC community for the warm welcome that my family and I have received. It has been a truly encouraging start, and I am excited about the opportunities to contribute to the university's mission. I look forward to engaging collaboratively and meaningfully in the work ahead.

Over the next couple of months, I will be working to fine-tune not only the format and information to be presented in my Senate Reports but also align them with my other reports across the university community. I apologize ahead of time for the variability. What will be driving the format and much of the information presented will be the priorities and outcomes outlined in our [Ready Roadmap: Academic Plan 2025-2031](#). With its launch, the academic path to 2031, and the realization of Ready and the eight academic priorities in this plan, requires a focused approach, concentrating on initiatives that build on our solid foundations and advance our vision of leading a sustainable future.

General

- An on-boarding plan has been developed with four distinct phases:
 - First 30 Days (plus): Listening and Learning
Focus (internal engagement): Relationship-building, understanding the institution, observing culture. Key will be to be one-on-one meetings that I began informally prior to officially beginning the role as well as introductions to Faculty Councils, tours (from multiple lenses), etc.
 - Day 31–60: Clarifying Direction
Focus: Begin shaping academic priorities in keeping with the Academic Plan, clarify role expectations, and begin internal alignment. There will be an external focus with introductions to our key academic and research partners, local Indigenous and community leaders, etc.
 - Day 61–90: Acting with Purpose
Focus: Lead with clarity, initiate early priorities, and continue to build relationships.
 - Beyond 90 Days: Sustained Integration
Focus: Delivering on strategic goals and building a high-performing academic portfolio.
- I had the pleasure of being the emcee for the visit on 8 October by the selection committee for the 2030 Special Olympics Canada Summer Games. As many of you are aware, the City of Prince George along with UNBC are in the running to be chosen as host. If Prince George is chosen, UNBC will play a central role. We will host the VIP Reception in the Charles J. McCaffray Atrium and the competitions for rhythmic gymnastics and powerlifting at the Northern Sport Centre. Our residences will provide a home base for coaches and officials, ensuring their experience is seamless and welcoming.

Academic Plan Priority Updates

In the future, I will be organizing items relevant to the various Academic Plan priorities (a reminder below).

- Driving Strategic Enrolment Growth and Impact
- Empowering Indigenous Voices & Knowledge at UNBC
- Transforming Curriculum and Pioneering Pedagogical Innovation
- Building a Bold and Inclusive Regional Strategy
- Expanding Global Impact through International Strategy
- Optimizing Resource Allocation for Maximum Academic Impact

- Empowering Lifelong Learning and Enhancing the Role of Continuing Studies
- Championing Faculty Excellence and Development

Notes: A reminder that the full *Ready Roadmap: Academic Plan 2025-2031* can be downloaded at:

<https://www.unbc.ca/sites/default/files/sections/strategic-planning/academic-plan/ready-roadmap-academic-plan-2025-2031-draft-35.pdf>

To:	UNBC Senate
Date:	October 22, 2025
Subject:	Final Summer Enrolment Results; Current Fall Enrolment; Upcoming Winter (Application, Admit and Enrolment)
Submitted By:	Office of the Registrar, Institutional Research, Future Students, International Centre, Graduate Administration, Student Success

Executive Summary

This report summarizes finalized Summer 2025 enrolment, Fall 2025 data as of Add/Drop, and Winter 2026 trends. Key metrics include total headcount (HC) and full-time equivalency (FTE), offering insight into both the number of students enrolled and the proportion studying full-time. The data highlights trends in new domestic and international enrolment, as well as continuing studies, compared to the prior year.

Enrolment is impacted by increased financial requirements for international applicants, changes in study permit requirements, general sector volatility, and rising competition. Our offices are responding with streamlined processes, enhanced services, and new recruitment initiatives. While declining enrolments are a concern, it is important to acknowledge that we may have seen further declines without strategic initiatives. These results underscore the importance of coordinated recruitment and retention efforts across all departments and roles at UNBC. Sustained attention to student support, program alignment and innovation, and adaptation to external policy changes are essential for enrolment growth and stability.

Fall 2025 (In Progress), detailed data on pp.2-3:

- Overall enrolment with total FTE down 3.0% and headcount down 2.5%.
- Domestic undergraduate new student numbers decreased, while domestic continuing students increased slightly.
- International undergraduate new enrolment dropped, but the yield rate for admitted students improved.
- Overall graduate FTE and headcount declined due to international student attrition.
- Domestic graduate enrolment remained stable despite expanded external recruitment competition.

Winter 2026 (Upcoming), detailed data on p.4:

- Undergraduate applications, admissions, and registrations are down overall, especially among Canadian students.
- International undergraduate registrations increased slightly despite fewer applications.
- Canadian graduate applications and admissions rose, while international graduate numbers declined.
- Overall, growth in FTE and headcount was mainly driven by increases in Canadian student enrolment at both undergraduate and graduate levels, while international graduate enrolment declined.

Summer 2025 (Completed), detailed data on p.5:

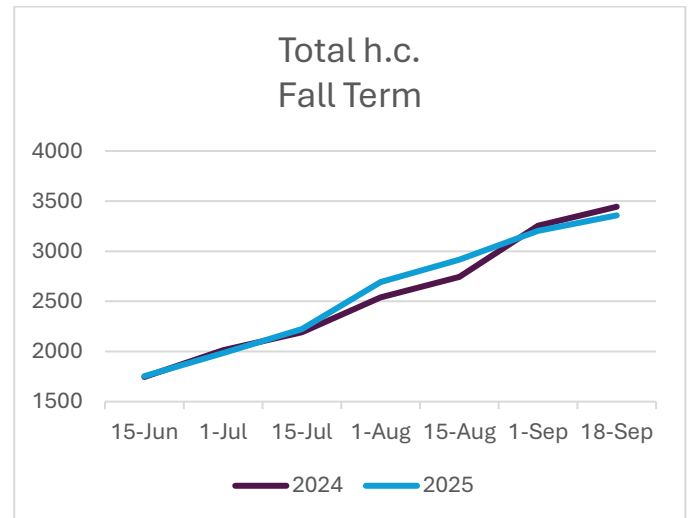
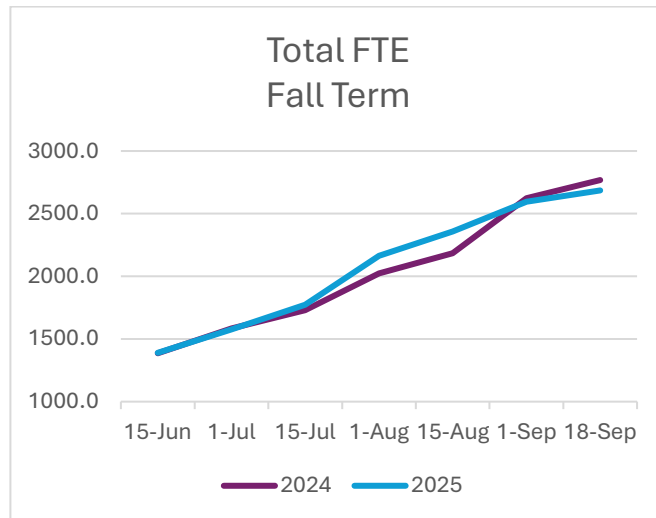
- Total headcount decreased by 8.7% and FTE by 2.1% compared to Summer 2024.
- Domestic undergraduate new student enrolment increased significantly, reflecting successful recruitment and marketing initiatives.
- International undergraduate new student enrolment declined sharply, largely due to changes in immigration policy and permit delays.

Note: The activities listed in each “Context and Contributing Factors” reflect highlights from the Office of the Registrar, Future Students Office, Graduate Administration, International Centre and Student Success areas. If there are additional activities you feel that have contributed to enrolment activities and would like to be included in this report, please email registrar@unbc.ca.

Fall 2025 (Add/Drop Snapshot)

Enrolment Data Highlights: Fall 2025 vs. Fall 2024

Enrolment has declined; the total FTE is slightly down (82.6; -3.0%) and headcount is down (86; -2.5%).



Undergraduate

Undergraduate FTE enrolment is down 44.6 (-2.08%). Headcount down 36 (-1.3%).

Category	FTE Change (%)	FTE Change	HC Change (%)	HC Change
Domestic Undergraduate New	-5.63%	-27.9	-6.30%	-39
Domestic Undergraduate Continuing	+0.26%	3.4	+2.1%	+34
International Undergraduate New	-15.09%	-5.9	-21.57%	+11
International Undergraduate Continuing	-4.48%	-13.9	-5.03%	-20

Graduate

Graduate FTE enrolment is down 38.1 (-6.09%). Headcount down 42 (-6.2%).

Category	FTE Change (%)	FTE Change	HC Change (%)	HC Change
Domestic Graduate New	+7.6%	+8.7	0%	0
Domestic Graduate Continuing	-1.4%	+4	+0.6%	2
International Graduate New	-29.63%	-16	-29.09%	-16
International Graduate Continuing	-15.43%	-26.7	-15.82%	-28

Enrolment Context and Contributing Factors

- UNBC continues to perform well compared to other institutions (according to internal data from BC IRPDA). Some undergraduate shifts reflect a smaller dual credit cohort compared to Fall 2024, our peak year for high school enrolment. Sector competition is rising, with Alberta recruiters visiting northwest BC prior to the Post-Secondary BC Consortium starting their recruitment tours.
- *Recruitment & Conversion Activities:* Student Advisors supported summer course registration, while the Future Students team engaged 17 prospects between Sept 1–5, resulting in 12 new registrations.
- *International:* Study permit regulation changes have affected international students' interest in applying to Canadian post-secondary institutions. These changes include:
 - Increased financial requirements for international applicants.
 - Mandatory Provincial Attestation Letters (PALs) for graduate students.
 - Revised spousal work permit eligibility.
 - Closure of the BC Provincial Nominee Program–Graduate Stream, a key pathway to permanent residency.

Although these changes have impacted UNBC, the effect has been less pronounced compared to other institutions in BC.

- *International Undergraduate Admissions:* The international undergraduate deposit rose from \$1,500 to \$9,000, which is one of the factors improving international undergraduate yield: while international undergraduate applications dropped by 46%, 86% of admitted students who paid the deposit registered, up from 63% last year.
- *Domestic Undergraduate Admissions:* Domestic undergraduate applications declined, but the admission-to-registration rate rose to 61%, up from 59% last year.
- *Graduate Admissions:* Domestic enrolments were stagnant. International application interest dropped sharply after immigration changes, impacting Fall 2025 admissions with a 26% decline from 2024 and 56% from 2023. Despite lower volume, the registration rate for admitted students hit a 10-year high at 69%. Only 4% of applications were incomplete, proportionally marking our lowest average since 1997. Stronger and more complete applications helped offset the decline in overall application volume.
- *Domestic Undergraduate Admissions and Recruitment:* A discrepancy was identified between the Application/Admission/Registration (AAR) and the Enrolment/FTE reports in how new and continuing students are categorized. Students who previously studied at UNBC, most notably dual credit students who later apply as regular undergraduates, were reported as continuing in the Enrolment/FTE reports, despite being counted as new in AAR and recruitment data. This is in part due to a misalignment in enrolment reporting and recruitment/retention analysis and may understate the impact of recruitment efforts and obscure the source of enrolment growth or decline. The enrolment working group will be reviewing the classification for new versus continuing within Enrolment/FTE reporting moving forward.

Winter 2026

Application and Admissions Update

Undergraduate applications, admits, and registrations are down overall, with the most significant drop among Canadian students. International undergraduate registrations increased slightly despite fewer applications and admits. Canadian graduate applications and admits increased but international graduate numbers declined.

Category	Applications	Admits	Registrants
Domestic Undergraduate	-35 (-22.7%)	-34 (-31.2%)	-21 (-48.8%)
International Undergraduate	-47 (-34.6%)	-13 (-26.5%)	+3 (+60.0%)
Undergraduate Total	-82 (-28.3%)	-47 (-29.7%)	-18 (-37.5%)
Domestic Graduate	+4 (+66.7%)	+3 (+300.0%)	+1
International Graduate	-8 (-9.5%)	-3 (-12.0%)	-2 (-100.0%)
Graduate Total	-4 (-4.4%)	No Change (0.0%)	-1 (-50.0%)

More information can be found in [Appendix 1: Winter 2025 vs. Winter 2026 Application and Admissions](#).

Applications and Admissions Context and Contributing Factors

- Admissions & Future Students:* As expected, international undergraduate and graduate declines impact across all admission intakes, and we see that reflected in the January data.
- A waiver code to celebrate UNBC's 35th anniversary was created to help encourage applicants to apply during the first week of October. Applicants were able to apply for January 2026, May 2026, September 2026, and January 2027.

Enrolment Data Highlights: Winter 2026 vs. Winter 2025

Overall, there is growth in both FTE and HC, mainly driven by increases in Canadian student enrolment at both undergraduate and graduate levels. International graduate enrolment declined, while undergraduate international numbers remained stable.

Category	FTE Change (%)	FTE Change	HC Change (%)	HC Change
Domestic Undergraduate	+7.35%	+86.4	+3.11%	+47
International Undergraduate	-0.38%	-0.8	-1.68%	-5
Domestic Graduate	+16.02%	+24.4	+14.04%	+24
International Graduate	-25.52%	-13.6	-22.81%	-13

A more detailed breakdown can be found in [Appendix 2: Winter 2026 Enrolment Data](#).

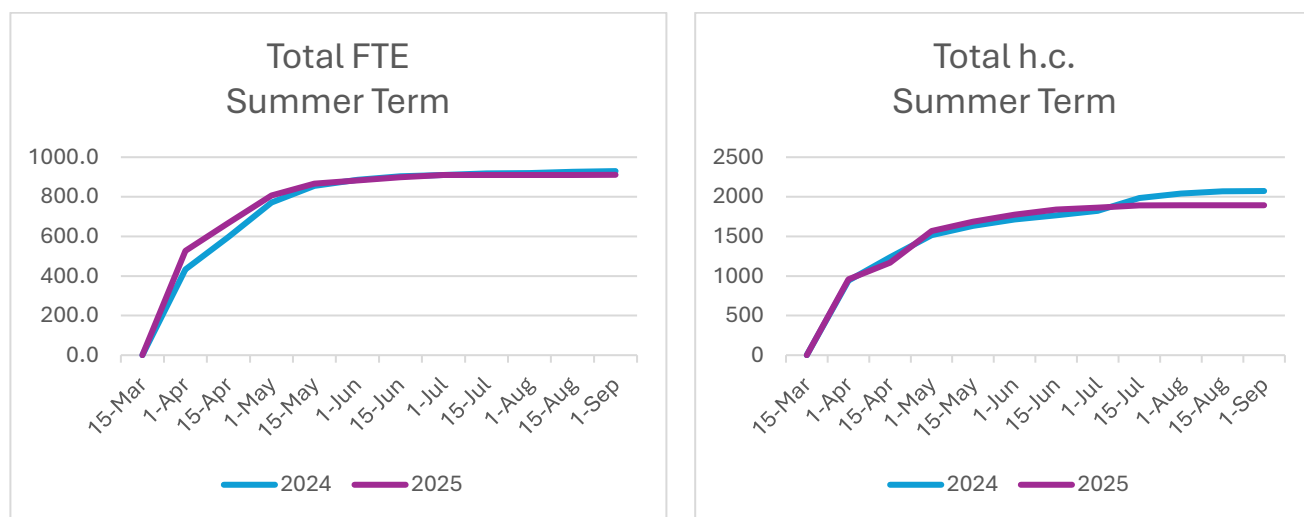
Enrolment Context and Contributing Factors

- Graduate:* We were able to maintain domestic graduate student enrolment numbers, while our declined enrolment is in international student admissions. Our streamlined application procedures, more robust communication, and a focus on one-to-one connections with students to encourage conversion mitigated the potential for more a substantial decline in enrolments, which we see reflected in an increased admission-to-registration ratio this year.
- Undergraduate student support:* Student Advising has increased opportunities to meet with students through Advising in the Wild, drop-in sessions during 4S (Super Supported Science Studying), scheduled sessions in the FNC, and an advisor available at the front counter of Enrolment Services, in addition to virtual drop-in sessions and increased appointment availability.

Summer 2025

Enrolment Data Highlights: Summer 2025 vs. Summer 2024

These metrics provide insight into both the number of students enrolled and the proportion of students studying full-time. For Summer 2025, UNBC's enrolment declined. Total headcount is down (-8.7%), with FTE is slightly down (-2.1%).



Below provides highlights of FTE and HC changes for Summer 2025 in comparison with Summer 2024.

Category	FTE Change (%)	FTE Change	HC Change (%)	HC Change
Domestic Undergraduate New	+50.3%	+9.2	+58.5%	+31
International Undergraduate New	-24.5%	-1.2	-45.5%	-15
Domestic Graduate New	-74.6%	-5	-62.5%	-5
International Graduate New	-40.0%	-2	-20.0%	-1
Continuing Studies (Total)	-26.1%	-10.9	-25.9%	-159
Overall Enrolment	-2.1%	-19.1	-8.7%	-180

A breakdown of these figures is located in [Appendix 3: Summer 2024 vs. Summer 2025 Enrolment Data](#).

Enrolment Context and Contributing Factors

- **Recruitment & Marketing Initiatives:** A waiver code was created to incentivize domestic undergraduate enrolment and encourage students to get a head start on their education. A dedicated website listing all available summer courses was launched, emphasizing accelerated program completion and academic advancement.
- **International:** International student enrolment fluctuated due to IRCC policy changes and permit delays, making year-over-year comparisons of the summer intake challenging.
- **Course Offerings:** Course offerings varied between Summer 2024 and 2025, potentially impacting enrolment patterns. UNBC offered less lectures in 2025 (119) compared to 2024 (128).
- **Environmental Scan:** UNBC demonstrated stronger performance than peer institutions in both the enrolment of new international students and the overall change in total registrations compared to the previous year.

Appendix 1: Winter 2025 vs. Winter 2026 Application and Admissions

		Winter 2025 - October 01				Winter 2026 - October 01			
Level	Residency	App	Pending	Admits	Regs	App	Pending	Admits	Regs
UG	Canadian Total	154	30	109	43	119	38	75	22
	International Total	136	61	49	5	89	42	36	8
UG total		290	91	158	48	208	80	111	30
GR	Canadian Total	6	4	1		10	3	4	1
	International Total	84	3	25	2	76	25	22	
GR Total		90	7	26	2	86	28	26	1
Grand Total		380	98	184	50	294	108	137	31

Appendix 2: Winter 2026 Enrolment Data

		Winter 2025		Winter 2026	
Level	Residency	FTE	HC	FTE	HC
UG	Canadian Total	1175.1	1513	1261.5	1560
	International Total	208.4	298	207.6	293
UG total		1383.5	1811	1469.1	1853
GR	Canadian Total	152.3	171	176.7	195
	International Total	53.3	57	39.7	44
GR Total		205.6	228	216.4	239
Grand Total		1589.1	2039	1685.5	2092

Appendix 3: Summer 2024 vs. Summer 2025 Enrolment Data

		Summer 2024		Summer 2025					
Level	Residency	FTE	HC	FTE	HC	FTE Change	FTE Change %	HC Change	HC Change %
UG	Domestic UG New	18.3	53	27.5	84	9.2	50.3%	31	58.5%
	Domestic UG Continuing	303.9	642	311.7	679	7.8	2.6%	37	5.8%
	Domestic UG Total	322.2	695	339.2	763	17	5.3%	68	9.8%
	International UG New	4.9	33	3.7	18	-1.2	-24.5%	-15	-45.5%
	International UG Continuing	65.2	188	62.2	143	-3	-4.6%	-45	-23.9%
	International UG Total	70.1	221	65.9	161	-4.2	-6.0%	-60	-27.1%
	Continue Studies Total	41.8	613	30.9	454	-10.9	-26.1%	-159	-25.9%
	UG Total	434.1	1529	436	1378	1.9	0.4%	-151	-9.9%
GR	Domestic GR New	6.7	8	1.7	3	-5	-74.6%	-5	-62.5%
	Domestic GR Continuing	309	353	321	357	12	3.9%	4	1.1%
	Domestic GR Total	315.7	361	322.7	360	7	2.2%	-1	-0.3%
	International GR New	5	5	3	4	-2	-40.0%	-1	-20.0%
	International GR Continuing	175.3	178	149.3	151	-26	-14.8%	-27	-15.2%
	International GR Total	180.3	183	152.3	155	-28	-15.5%	-28	-15.3%
GR Total		496	544	475	515	-21	-4.2%	-29	-5.3%
Overall	Enrollment Total	930.2	2073	911.1	1893	-19.1	-2.1%	-180	-8.7%

Motion Number (assigned by
Steering Committee of Senate): S-202510.03

SENATE COMMITTEE ON ACADEMIC AFFAIRS
PROPOSED MOTION

Motion: To sign a MOU with Gakushuin University with the intention of entering into an exchange agreement on April 1, 2026.

Effective Date: Upon signing of both parties

Rationale: UNBC previously had an exchange agreement with Gakushuin Women's College (GWC). GWC will be merging with Gakushuin University on April 1, 2026 and they are interested in maintaining the exchange partnership with UNBC. The University also offers expanded exchange opportunities for UNBC students as they have course options in English.

Motion proposed by: Amy Beyer, Associate Registrar - International

Academic Program: n/a

Implications for Other Programs / Faculties? None

Faculty: n/a

Faculty Council / Committee Motion Number: n/a

Faculty Council / Committee Approval Date: n/a

Attachment Pages (if applicable): 1 pages

INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING

Brief Summary of Committee Debate:

Motion No.: SCAAF 202510.03

Moved by: Jared Hirt

Seconded by: Nicole Neufeld

Committee Decision: CARRIED

Approved by SCAAF: October 08, 2025
Date


Chair's Signature

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

MEMORANDUM OF UNDERSTANDING

BETWEEN

GAKUSHUIN UNIVERSITY, JAPAN

AND

THE UNIVERSITY OF NORTHERN BRITISH COLUMBIA, CANADA

Gakushuin University in Japan and The University of Northern British Columbia in Canada conclude this agreement on academic exchange in order to develop research and educational cooperation and exchanges between the two universities.

1. Both universities shall promote the following activities on an equal footing.
 - 1) Promotion of cooperative research between their faculties, and exchange of information between their faculty and staff members.
 - 2) Exchange of students (undergraduate and postgraduate).
 - 3) Mutually beneficial cooperation in research and education.
2. Specific details of the implementation of the activities resulting from this agreement shall be negotiated between the two universities and shall be subject to approval by the individual institutions. Any amendment of this agreement shall require bilateral negotiation and mutual approval.
3. This agreement shall be effective from April 1, 2026 and shall remain valid until one party notifies the other of its wish to terminate the agreement at least six (6) months ahead of time in writing.
4. This agreement shall be executed in English.

DATE_____

DATE_____

Prof. Hisao Endo
President
Gakushuin University

Dr. Geoffrey Payne
President and Vice Chancellor
University of Northern British Columbia