

**SENATE MEETING  
PUBLIC SESSION  
MINUTES**

February 26, 2014  
3:30 – 5:30 PM

Senate Chambers (Room 1079 Administration Building)

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**Present:**

E. Annis, M. Archie, R. Bird, J. Brown, D. Burke, C. Carriere, M. Dale (Chair), A. Daniele, B. Deo, L. Dickson, D. Erasmus, K. Guest, T. Hanschen (Secretary of Senate), E. Korkmaz, J. Kormos, A. LeBlanc, I. Legault, B. Murray, C. Myers (Recording), M. Nitz, C. Nolin (Vice Chair), D. Nyce, R. Robinson, D. Ryan, J. Safaei Boroojeny, P. Sanborn, P. Siakaluk, K. Smith, R. Tallman, S. Wagner, K. Walker, T. Whitcombe, A. Wilson, J. Young, S. Zahir

**Regrets:**

R. Brouwer, M. Green, S. Green, L. Handfield, D. Leighton-Stephens, K. Reimer, B. Schorcht, A. Stroet

**Absent:**

D. de Vries, K. Kuo, B. Wang

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The meeting commenced at 3:30 p.m. Dr. Dale welcomed the Acting Provost, Dr. John Young, to Senate.

- 1.0 S-201402.01**  
**Approval of the Agenda**  
Whitcombe  
That the agenda for the February 26, 2014 Public Session of Senate be approved as presented.  
CARRIED.
- 2.0 S-201402.02**  
**Approval of Senate Minutes**  
Zahir  
That the minutes of the January 22, 2014 Public Session of Senate be approved as presented.  
CARRIED.
- 3.0 Business Arising from Previous Minutes of Senate**  
No business arising was identified.
- 4.0 President's Report** **Dale**  
Dr. Dale delivered a report, which is attached to these minutes as "Appendix I."

**5.0 Report of the Provost** **Young**

Dr. Young reported on several matters (report attached to these minutes as “Appendix II”).

**6.0 Report of the Registrar** **Hanschen**

The Registrar had nothing to report.

**7.0 Question Period**

Questions were asked with regard to federal research funding availability for UNBC and UNBC’s collaboration with other institutions, and responses were provided by Dr. Bird and Dr. Young, respectively.

**8.0 Removal of Motions from the Consent Agenda**

No requests were made to remove motions from the Consent Agenda.

**9.0 Committee Reports**

**9.1 Senate Committee on Academic Affairs** **Young**

**“For Approval” Items:**

Regular

**S-201402.03**

**Change to “Graduate Programs Admissions and Regulations” — Regulation 4.2.2**

Deo

That, on the recommendation of the Senate Committee on Academic Affairs, the change(s) to regulation 4.2.2 of the “Graduate Programs Admissions and Regulations,” on page 41 of the 2013-14 graduate calendar, be approved as proposed.

Effective date: May 1, 2014

CARRIED.

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~strike through~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

**4.2.2** Variances to the time limits specified in **4.2.1** are as follows:

- Master of Education (Part time) seven years (84 consecutive months),
- ~~Master of Education (Full time) four years (48 consecutive months).~~

Regular

**S-201402.04**

**Approval of Agreement of Cooperation between Roskilde University (Denmark) and the University of Northern British Columbia**

Ryan

That, on the recommendation of the Senate Committee on Academic Affairs, the Agreement of Cooperation between Roskilde University (Denmark) and the University of Northern British Columbia be approved as proposed.

Effective date: February 2014

A Senator suggested that a broader framework for approval of agreements be put into place. Mr. Hanschen replied that much of that framework already exists, and Dr. Young added that this point could be addressed in a future presentation to Senate.

CARRIED.

**“For Information” Items:**

**SCAAF201402.03**

**Change to Course Calendar Description and Prerequisites — GEOG 210-3**

Whitcombe

That the change(s) to the course description and course prerequisites for GEOG 210-3 Geomorphology, on page 252 of the 2013/2014 undergraduate calendar, be approved as proposed.

Effective date: September 2014

CARRIED (Consent Agenda).

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~striketrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

GEOG 210-3 Geomorphology

~~This course reviews~~ The nature and formation of Earth’s surface and its major landforms are studied, and methods used to monitor and understand these are demonstrated through lectures and labs. ~~of the Earth’s surface. Consideration is given to~~ Topics include Earth’s surface materials, landforms, rock weathering, and slope movement, and the erosional and depositional effects of gravity, wind, water, waves, action, water and ice movement.

~~Prerequisites: PHYS 115-4 or Grade 12 Physics or CORE 102-3, or permission of instructor~~

9.2 Senate Committee on Scholarships and Bursaries

Owen

**“For Information” Items:**

**SCSB20140122.03**

**New Terms and Conditions – Centre City Electric Ltd. Athletic Award**

Whitcombe

That the new Terms and Conditions for the Centre City Electric Ltd. Athletic Award be approved.

Effective date: 2014-2015 Academic Year

CARRIED (Consent Agenda).

**SCSB20140122.04**

**New Terms and Conditions – Heather Smith Bursary**

Whitcombe

That the new Terms and Conditions for the Heather Smith Bursary be approved.

Effective date: 2014-2015 Academic Year

CARRIED (Consent Agenda).

**SCSB20140122.05**

**New Terms and Conditions – Northern BC Friends of Children Award**

Whitcombe

That the new Terms and Conditions for the Northern BC Friends of Children Award be approved.

Effective date: 2014-2015 Academic Year

CARRIED (Consent Agenda).

**SCSB20140122.06**

**New Terms and Conditions – Stephanie Kennedy Memorial Award**

Whitcombe

That the new Terms and Conditions for the Stephanie Kennedy Memorial Award be approved.

Effective date: 2014-2015 Academic Year

CARRIED (Consent Agenda).

**SCSB20140122.08**

**Revised Terms and Conditions – Anne Fergus MacKay Groundwater and Muriel Ross Groundwater Bursary**

Whitcombe

That the revisions of the terms and conditions for the Anne Fergus MacKay Groundwater and Muriel Ross Groundwater Bursary be approved.

Effective date: 2014-2015 Academic Year

CARRIED (Consent Agenda).

**9.3 Senate Committee on First Nations and Aboriginal Peoples Young**

**9.3.1 Annual Report to Senate (March 25, 2012 to December 12, 2013)**

This report was provided to Senate for information. Dr. Young noted that the Committee has been discussing several matters, including holding at least one meeting per year off-campus to facilitate meeting with parents, leaders, and elders in the community.

**9.4 Senate Committee on the University Budget Whitcombe**

Senator Whitcombe reported that SCUB members were still in the process of developing their written report to Senate. He noted several common themes that the committee had encountered during their consultations. Dr. Whitcombe invited Senators to pass along their thoughts to the committee with regard to the budget.

**10.0 S-201402.05  
Approval of Motions on the Consent Agenda**

Whitcombe

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

CARRIED.

**11.0 Other Business**

**11.1 Motion from the CSAM College Council**

This motion was presented to Senate for discussion, at the request of the Senate Committee on Academic Affairs (SCAAF). Dr. Young noted that no formal motion had been carried by SCAAF with regard to this motion. The motion was discussed and it was suggested that the motion be referred back to SCAAF with a request that they determine more feasible wording for this motion and clarify its intent. Senator Whitcombe asked Senators to please communicate their thoughts on this motion to members of SCAAF.

**12.0 Information**

**12.1 Presentation — Responsible Conduct of Research (draft policy) Bird**

Although the title of this presentation included reference to draft policy, Dr. Bird stated that the presentation was more about the background to the policy. She delivered the presentation (attached to these minutes as "Appendix III") and responded to questions.

**12.2 Presentation — Food Services McWalter**

Mr. McWalter and Ms. Neufeld delivered a presentation on the recent changes to Food Services, including the student meal plan (presentation attached to these minutes as "Appendix IV"). After the presentation, they responded to questions from Senators and members of the gallery.

At 5:30 p.m., the following motion was proposed:

**Motion to extend Senate meeting**

Murray

That the Senate meeting be extended beyond 5:30 p.m. in accordance with the requirement in the Senate Handbook.

CARRIED.

**13.0      S-201402.06**

**Move to In Camera Session**

Whitcombe

That the meeting move In Camera.

CARRIED.

**14.0      S-201402.10**

**Adjournment**

Whitcombe

That the Senate meeting be adjourned.

CARRIED.

The meeting ended at 5:35 p.m.

## APPENDIX I

**President's Report**  
**Senate meeting of February 26, 2014**  
**Prepared by Charlene Myers**

Dr. Dale reported that the federal budget is good news for researchers and research-intensive universities as it contains additional funding for several initiatives. With regard to the provincial budget, there were decreases of 1%, or approximately \$20M, for the Ministry of Advanced Education, which may affect program delivery.

Dr. Dale also reported that investigation into the implications of mounting a revised semester structure is ongoing.

Dr. Dale noted that next Wednesday, March 5 at 3:30pm, he would be holding a Fireside Chat in the Senate Chambers to bring the University community up to date regarding the role of the interim President, the budgets, and the University Conversations.

## APPENDIX II

**Provost's Report**  
**Senate meeting of February 26, 2014**  
**Prepared by Charlene Myers**

Dr. Young reported on the following matters:

- the timeline of the search for the Dean of Regional Programs has been extended for advertising purposes and Dean Schorcht has agreed to serve in the position in an Acting capacity
- more “policy on policy” is required with regard to the process for creating and managing policies and work is underway to resolve some of those concerns
- the Senate Committee on Academic Affairs and the Senate Committee on First Nations and Aboriginal Peoples are both holding extraordinary meetings to address policy concerns and other issues
- the budget roll-up and 4% cuts are successfully nearing completion
- meetings are being pursued with other British Columbia universities that have expressed a desire to collaborate with UNBC

# Responsible Conduct of Research (RCR)

Presented by: Dr. Ranjana Bird



# Tri-Agency Framework: Responsible Conduct of Research An Introduction

**Materials taken from a Presentation by the  
Secretariat on Responsible Conduct of  
Research**

# Objectives

To help familiarize with the:

- Secretariat on Responsible Conduct of Research
- Governance of Responsible Conduct of Research
- Tri-Agency Framework: Responsible Conduct of Research
- Responsibilities of researchers, institutions and Agencies in the Responsible Conduct of Research (RCR)
- Panel on Responsible Conduct of Research (PRCR) and the Secretariat on Responsible Conduct of Research (SRCR)

## **RCR Framework: Objectives**

- **Funding decisions based on accurate and reliable applications**
- **Responsible use of public funds; in line with agreements**
- **Agency-funded research highest quality; able to withstand scrutiny**
- **Fairness in the conduct of research and in the investigation of allegations**
- **Harmonization of Agency processes**
- **Transparency**

# Researcher Responsibilities

In accordance with the RCR Framework, researchers must:

- Promote research integrity
- Provide true and accurate information to the Agencies
- Manage Agency funds responsibly
- Comply with Agency policies
- Take proactive steps to rectify a breach of Agency policy

## **Breaches of Tri-Agency Policies**

- **Breach of Tri-Agency Research Integrity Policy**
- **Fabrication**
- **Falsification**
- **Plagiarism**
- **Destruction of research records**
- **Redundant publications**
- **Invalid authorship**
- **Inadequate acknowledgment**
- **Failure to manage conflicts of interest in research appropriately**

## **Breaches of Tri-Agency Policies (cont'd)**

- **Misrepresentation in an agency application, in related documents (e.g., progress reports)**
- **Mismanagement of funds inaccurate or false information about grant account expenditures**
- **Non-compliance with Agency policy or requirements for certain types of research**
- **Human research ethics policy; animal care guidelines, etc.**

## Agency Recourse Options: Researchers

- Issue a letter of concern
- Declare the researcher ineligible to apply for funding for a defined time period or indefinitely
- Terminate remaining instalments of the grant or award
- Seek a refund of all or part of the funds already paid
- Declare the researcher ineligible to serve on agency committees (e.g., peer review, advisory boards)
- Request that the researcher correct the research record
- Other recourse available by law

# Serious Breaches

*Definition: A breach that jeopardizes the safety of the public or brings the conduct of research into disrepute*

- Assessment
- Nature of the breach
- Level of experience of the researcher
- Impact of the breach
- Other relevant factors

## Decision

- Made by Agency President, with the advice of PRCR
- Disclosure
- Researcher's consent to disclosure at the time of application allows Agency President to disclose personal information in instances of serious breach

## Examples of Serious Breaches

- Deliberate misuse of research grant funds for personal benefit not related to research
- Knowingly publishing research results based on fabricated data
- Obtaining grant/award funds from the Agencies by misrepresenting one's credentials, qualifications and/or research contributions in an application
- Recruiting human participants or animals into a study with significant risks or harms without appropriate approvals, or not following approved protocols

# Institutional Responsibilities

- In accordance with the RCR Framework, Institutions must:
- Implement a policy to address allegations of policy breaches
- Make certain that all their researchers who apply for or hold Agency funding adhere to the Framework
- Report on results of inquiries/investigations to Agencies when Agency funds are involved

## **Institutional Investigations Involve**

- **An initial inquiry to determine if the allegation is responsible an investigation is required**
- **An investigation to determine the validity of an allegation, in which both the complainant and respondent are heard**
- **An investigation Committee with appropriate expertise at least one external member not currently affiliated with the Institution**
- **Reasonable timelines for completing an inquiry and/or investigation**
- **Reporting the findings internally and to the Secretariat**
- **Making a decision on action to be taken**
- **Communicating with relevant parties**

# Reporting Requirements & Timelines

Institutions must report to the Secretariat:

- As soon as possible when an allegation involving Agency funds relates to significant financial, health, safety or other risks
- Within specified timelines, of the results of inquiries/investigations involving Agency funds

# Inquiry

Two months from date of receipt of allegation:

- Investigation: additional five months following inquiry
- Extensions may be possible – consult with SRCR
- Institutions are not required to report to the Secretariat when Agency funds are not involved
- If no Agency funds involved, but Secretariat was aware of allegations, Institutions must still inform SRCR that a review of the allegation was conducted

# Agencies' Responsibilities

- Respond to enquiries related to the Framework
- Provide interpretations of the Framework
- Address allegations of breaches of Agency policies
- Implement recourse for confirmed breaches

# UNBC Policies and Procedures

- General Research
- FA: Section A: Article 4 – Access to Information
- FA: Section A: Article 5 – Conflict of Interest and Related Matters
- FA: Section F: Article 39 – Intellectual Property Policy
- FA: Section G: Article 42 – Harassment & Discrimination
- FA: Section G: Article 43 – Fraud and Misconduct in Academic Research



**UNBC Food Services**  
**Wednesday, February 26, 2014**

## Food Services Plan 2014

# Overview

### **Have You Heard About the New UNBC Dining Hall?**

The Dining Hall will provide students, faculty and staff with an All You Care to Eat option. The Dining Hall will feature upgraded seating areas, additional TVs and more electrical outlets for guests to enjoy an enhanced dining and social experience.

### **Who Can Use the UNBC Dining Hall?**

The Residence Meal Plan is mandatory only for first year students who are new to Residence for 2014/15. Faculty, staff, students and campus visitors can purchase a meal plan or pay the drop-in rate and enjoy the dining hall.

### **What Food is Available?**

The Dining Hall will consist of a variety of stations including myPantry, Fresh Market, The Kitchen, Trattoria, Fresh Grille, Pizza Pi, Soup Emporium, Double Treat Bakery and Central Perc.

### **The Residence Meal Plan**

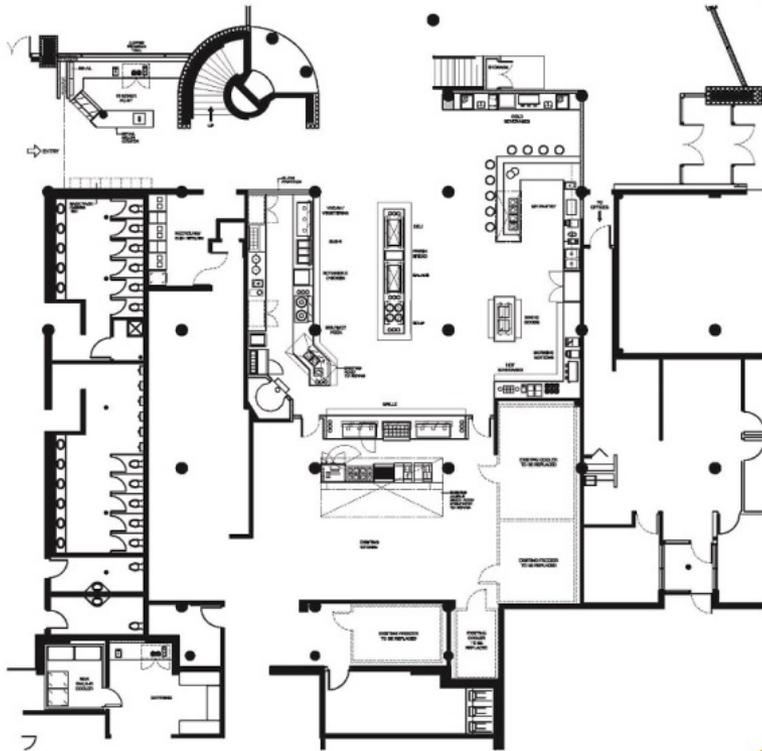
UNBC's Residence Meal Plan provides patrons with unlimited access to the Dining Hall and all of its healthy food service options 7 days a week. To enhance your experience, the Dining Hall will feature extended operating hours from 6am to 11pm, many new food stations, improved seating and weekly events. This plan is a value-loaded meal option that allows students unlimited access to a variety of healthy and nutritious food options.

### **What is the Cost?**

Meal plans for first year students who are new to Residence will cost \$2166/semester. Additional plan options and day rates for faculty, staff, students and campus visitors will be released in 2014. The drop-in rate will be \$10 per entry.

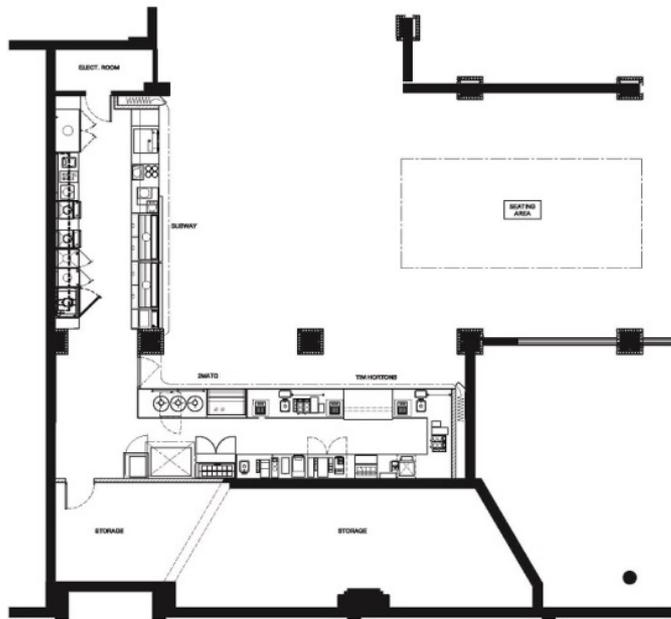
## Food Services Plan 2014

# The Dining Hall



## Food Services Plan 2014

# Alumni Lounge



## Food Services Plan 2014 - Your choice!

# Price Comparison

All prices listed are for "medium" sized beverages

Additional Menu Items

Additional Menu Items

Cafe Mocha  
**\$2.14**

Donuts  
**\$0.95**

Danish  
**\$1.43**

Bagel  
**\$1.15**



Coffee	<b>\$1.59</b>	<b>\$2.10</b>
Tea	<b>\$1.59</b>	<b>\$2.50</b>
Cappuccino	<b>\$1.92</b>	<b>\$3.45</b>
Blended Iced Coffee	<b>\$3.31</b>	<b>\$4.45</b>



Chai Latte	<b>\$4.65</b>
Italian Soda	<b>\$4.00</b>
Breakfast Panini	<b>\$5.50</b>
Steelcut Oatmeal	<b>\$3.50</b>

## Food Services Plan 2014

Where would you like to see  
**more seating**  
at UNBC?

### We are looking at:

- Adding high level bar seating on the second floor of the Winter Garden
- Pairing with NUGSS to support the establishment of a second Degree's Coffee location in the Teaching and Learning Building atrium with enhanced seating areas



## Additional Seating

### Winter Garden Rendering

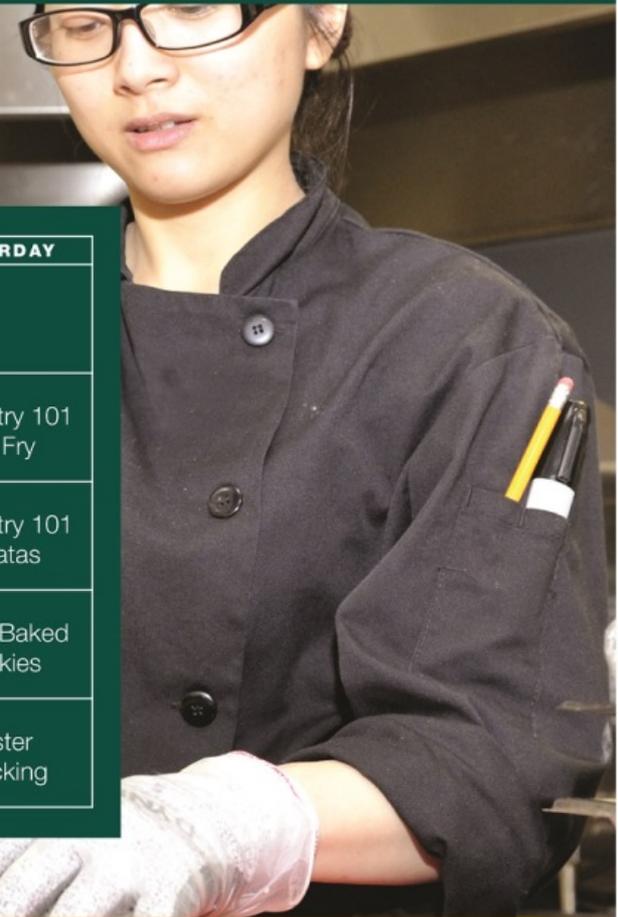
This rendering is a design concept only and does not reflect actual seating numbers.



## Food Services Plan 2014

# September Events

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	<b>1</b> Labour Day	<b>2</b> Orientation	<b>3</b> First Day of Classes	<b>4</b>	<b>5</b>	<b>6</b>
<b>7</b> myPantry 101 Brunch Premium Night	<b>8</b> myPantry 101 Seasonings	<b>9</b> myPantry 101 Crepes	<b>10</b> myPantry 101 Smoothies	<b>11</b> myPantry 101 Paninis	<b>12</b> myPantry 101 Mexican	<b>13</b> myPantry 101 Stir Fry
<b>14</b> myPantry 101 - Salads Brunch Premium Night	<b>15</b> myPantry 101 Eggs	<b>16</b> myPantry 101 Waffles	<b>17</b> myPantry 101 Pasta	<b>18</b> myPantry 101 Soup	<b>19</b> myPantry 101 Fruits & Veg	<b>20</b> myPantry 101 Frittatas
<b>21</b> Brunch Premium Night	<b>22</b>	<b>23</b> Night Out on Campus Nancy O's	<b>24</b>	<b>25</b> How to Fillet Salmon	<b>26</b>	<b>27</b> Home Baked Cookies
<b>28</b> Brunch Premium Night	<b>29</b>	<b>30</b> Night Out on Campus Hummus Bros	<b>1</b>	<b>2</b> my Pantry 101 Quiche	<b>3</b>	<b>4</b> Oyster Shucking



## Food Services Plan 2014 - The Difference Makers

# myPantry 101

### About

Every day for the first two weeks of the Fall 2014 Semester, Chef Rodney and his team will teach you how to capitalize on the myPantry experience. Learn how to prepare breakfast, lunch and dinner the way you want it! Get information from the Registered Nutritionist that will be with you every lesson, helping you plan out your meals for the semester and learn the nutritional values of different food groups.

### myPantry 101 Examples

SEASONINGS	PANINIS	MEXICAN FOOD
CREPES	STIR FRY	EGGS
SMOOTHIES	SALADS	FRUITS & VEGGIES
SOUP	PASTA	FRITTATAS

## Food Services Plan 2014 - The Difference Makers

# Food Education

### About

After the 2 week introductory myPantry 101 experience, continue to enhance your food education with ongoing sessions focusing on additional cooking techniques!

### Food Education Schedule

HOW TO FILLET A SALMON

SEPTEMBER 25

HOME BAKED COOKIES

SEPTEMBER 27

### Fun with Food Ideas

IRON CHEF COMPETITIONS

HOCKEY NIGHTS

THEMED NIGHTS

HOLIDAY PARTIES

## Food Services Plan 2014 - The Difference Makers

# Night Out on Campus



### About

Want to sample the flavours of the fine dining we have in Prince George with the convenience of the UNBC Dining Hall? Craving food from a local restaurant but want to stay on campus? We have you covered! Join us every Tuesday night, where we will be hosting a Night Out on Campus in the Dining Hall and featuring local chefs and specialty items from the hottest restaurants around Prince George! As patrons of the meal plan you get to have your Night Out on Campus at no additional cost.

### Night Out on Campus Schedule

<b>NANCY O'S</b>	<b>SEPTEMBER 23</b>
<b>HUMMUS BROTHERS</b>	<b>SEPTEMBER 30</b>
<b>SHIRAZ</b>	<b>OCTOBER 7</b>

**Questions and Feedback** [nicole.neufeld@unbc.ca](mailto:nicole.neufeld@unbc.ca) **250-960-5912**

## Food Services Plan 2014 - The Difference Makers

# Premium Nights



### About

Take advantage of UNBC's Premium Nights every Sunday night in the Dining Hall. We will feature specialty meals including things such as steak, lobster, salmon, prime rib, artichoke stuffed ravioli, turkey dinner and more! As patrons of the meal plan, there is no additional costs for these premium meals, so grab some friends and make your way to the Dining Hall where there will be food, music and great company.