

## **BOARD OF GOVERNORS**

### **PUBLIC SESSION AGENDA**

Thursday, November 27, 2025

Zoom Only

3:30 PM – 5:30 PM

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**Members** – Ibolya Agoston, Amanda Alexander, Dennis Callaghan, Joyce Henley, Jim Martin– VICE-CHAIR, Joel McKay - CHAIR, Darlene McIntosh, Trevor Morrison, Phil Mullins, Bill Owen, Jacqueline Reed, Emily Roberts, Lina Shehata, Gregory Stewart, Todd Whitcombe

#### **Acknowledgement of Territory**

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

The Prince George campus is situated on the unceded traditional territory of the Lheidli T'enneh First Nation, part of the Dakelh (Carrier) peoples' territory

#### **1. Chair's Remarks**

- Declarations of Conflict
- Correspondence Received

#### **2. Approval of Agenda**

*That, the Agenda for the Public Session of the November 27, 2025, of the Board of Governors be approved as presented.*

#### **3. Approval of Minutes**

##### **a. Public Session Minutes of September 19, 2025 – page 4**

*That the Public Session Minutes of the September 19, 2025, meeting of the Board of Governors be approved as presented.*

#### **4. Reporting from the Closed Session of the Board (Sept 12, Sept 19 and Oct 01)**

- a. Departure of the Vice President, Finance and Investment
  - i. Appointment of Acting Administrators
  - ii. Information Technology Services - Change in Reporting Structure
- b. Discussed the Presidential Search and Appointment
  - i. Appointment of Acting and then Interim President & Vice-Chancellor
- c. Update Enrollment Management
- d. Quarterly Enterprise Risk Management Reports
- e. Report from the Chief Information Security and Privacy Officer
- f. Discussion on Budget Mitigation
- g. Approved the Governance Action Plan 2025/26
- h. Discussed an Institutional Quarterly Progress Reporting Template

#### **5. Business Arising from Previous Public Session Minutes**

## 6. Reports of Committees and Related Motions

- (i) **Audit and Risk Committee** – G. Stewart, Chair – **page 9**
  - a. **UNBC Bill S-211 2025 Annual Report** – D. Claus – **page 10**  
*That on the recommendation of the Audit and Risk Committee the Board of Governors approves the UNBC's 2025 Bill S-211 Annual Report, authorizing its submission to the Government of Canada and publication on the University's website in accordance with legislative requirements*
- (ii) **Finance and Investment Committee** – D. Callaghan, Chair – **page 20**
  - a. **Scholarships, Bursaries and Awards** – P. Wood-Adams – **page 21**  
*That on the recommendation of the Finance and Investment, the Board of Governors approves the scholarships, bursaries and awards as recommended and approved by the UNBC Senate, for the period August 2025 – September 2025, as presented.*
  - b. **New MA Program in Applied Economics** – M. Beaulieu – **page 45**  
*That on the recommendation of Finance and Investment Committee, the Board the approves the new MA program in Applied Economics be approved as proposed.*
  - c. **2025/26 Mandatory and Other Student Fees Report** – B. Owen – **page 49**
- (iii) **Governance and Human Resources Committee** – J. McKay, Chair – **page 59**
  - a. **Memorandum of Understanding (MOU) between UNBC and the University of the Arctic** – M. Beaulieu – **page 60**  
*That the Governance and Human Resources Committee on the recommendation of the UNBC Senate, recommends to the Board of Governors the approval of the Memorandum of Understanding (MOU) with the University of the Arctic (UArctic) under the previously agreed terms and conditions.*
  - b. **Memorandum of Understanding (MOU) between UNBC and Gakushuin University** – M. Beaulieu – **page 63**  
*That the Governance and Human Resources Committee on the recommendation of the UNBC Senate, recommends to the Board of Governors the approval of the Memorandum of Understanding (MOU) between UNBC and Gakushuin University be approved as proposed, with the intention of entering into an exchange agreement on April 1, 2026.*
  - c. **Health and Safety Annual Report** – D. Claus – **page 65**
  - d. **Sexual Violence and Misconduct Prevention Report** – D. Claus – **page 71**

## 7. Mandatory and Standing Reports – Public Session

- a. **Report of the President** – B. Owen
  - i. Quarterly Report– **page 75**
  - ii. Senate Report– **page 78**
- b. **Public Reports of the Vice-Presidents, written**
  - i. Provost and Vice-President Academic – M. Beaulieu – **page 79**
    - o Notification of Upcoming Promotion and Tenure Process – **page 81**
    - o Summary of Macleans's Magazine – **page 82**
  - ii. Vice-President, Finance and Administration – /D. Claus – **page 84**
    - o Safety Compliance and Modernization Report 2025 – **page 87**

**8. Other Business**

a. Schedule of Upcoming UNBC Events

- Joint Board and Senate Session – Thursday, January 29, 2026
- President's Staff Awards and Employee Recognition – Thursday, February 12, 2026
- Faculty Recognition Event – Thursday, May 21, 2026

For more UNBC events, please visit [www2.unbc.ca/events](http://www2.unbc.ca/events)

**9. Adjournment**

## ***Audit and Risk Committee Report to the UNBC Board of Governors***

Dates of meeting(s) since last report: **November 12, 2025**

### **Topics reviewed and discussed:**

- **Enterprise Risk Management (ERM) Report**
  - Presented updated ERM governance structure and enhanced risk rating methodology (likelihood, consequence, vulnerability, velocity).
  - Reviewed progress on ERM activities
  - **Discussion points:**
    - Clarification on risk scoring process and subjectivity.
    - Suggestions to include progress indicators (heat maps, trend columns) in future reports.
    - Recommendation to add Indigenous relations and reconciliation to the risk register.
- **Cybersecurity Update (Chief Information Security and Privacy Officer)**
  - Verbal update on status of vulnerabilities.
  - Cybersecurity awareness training rolling out this month.
  - **Discussion points:**
    - Structural issues: historically prioritized operational availability over security by design.
    - Need for embedding security and privacy controls in processes.
- **Bill S-211 Annual Report**
  - Reviewed 2025 report on compliance with *Fighting Against Forced Labor and Child Labour in Supply Chains Act*.
  - Report similar to previous year due to resource constraints
  - **Motion:** Recommend Board approval of report for submission to Government of Canada and publication on UNBC website.
  - **Discussion points:**
    - Clarify procurement language in future reports.
    - Begin incremental steps for supply chain risk analysis.
- **Other Business**
  - Next meeting scheduled for **Monday, January 12, 2026**.

**BRIEFING NOTE FOR:**
**UNBC BOARD OF GOVENORS & BOARD COMMITTEES**

<b>Subject:</b>	Bill S-211 2025 Annual Report			
<b>Audit &amp; Risk Committee</b>	Meeting date: November 12, 2025			
<b>Purpose:</b>	<input type="checkbox"/> Information	Discussion	<input type="checkbox"/> Seeking Direction	<input checked="" type="checkbox"/> Approval
<b>Submitted By:</b>	Kiran Kullar, Director of Finance & Interim Finance Lead			
<b>Appendices:</b>	Bill S-211 2025 Annual Report (for Board review and approval)			
<b>Motion Number:</b>				

**Purpose**

To inform the Board of Directors of UNBC's obligations under *Bill S-211 – Fighting Against Forced Labour and Child Labour in Supply Chains Act*, and to seek Board approval of the University's 2025 annual report to the Government of Canada as required by the legislation.

**Background**

Bill S-211, *An Act to enact the Fighting Against Forced Labour and Child Labour in Supply Chains Act and to amend the Customs Tariff*, came into effect on January 1, 2024. The legislation requires certain entities operating in Canada—including post-secondary institutions that meet defined financial or operational thresholds—to publish an annual report describing the measures taken to prevent and reduce the risk of forced labour and child labour in their supply chains.

The annual report must be:

- Submitted to Public Safety Canada each year.
- Published on the institution's website; and
- Approved by the institution's governing body (i.e., the Board of Directors or equivalent).

**Discussion**

UNBC has undertaken a preliminary review of its supply chain, procurement policies, and vendor management practices to identify potential risks related to forced and child labour. The draft report outlines the University's current measures, risk assessment processes, and planned actions to strengthen due diligence going forward.

Key elements of the report include:

- An overview of UNBC's structure, activities, and supply chains.
- Policies and due diligence processes addressing labour practices.

The report has been prepared in accordance with the federal guidance issued by Public Safety Canada and aligns with reporting practices adopted by other Canadian universities.

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### **Next Steps**

Following Board approval, the report will be:

1. Submitted to Public Safety Canada
  2. Published on UNBC's public website; and
  3. Used as a foundation for ongoing improvement in responsible procurement and risk management practices.
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### **Recommendation**

That the Board of Directors approve UNBC's 2025 Bill S-211 Annual Report, authorizing its submission to the Government of Canada and publication on the University's website in accordance with legislative requirements.

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### **Attachments**

- Draft 2024 Bill S-211 Annual Report (for Board review and approval)

Report submitted by: **University of Northern British Columbia**

**3333 University Way, Prince George, BC V2N 4Z9**

Government Institution:	MASH Sector
Business Number:	121627350
Financial Reporting Year:	2025 Annual Report
Report Version:	Original
Original date of submission if revision:	N/A
Scope of change if applicable	N/A
Federal crown Corp	No

#### Reporting for Government institutions

1. \*What steps has the government institution taken in the previous financial year to prevent and reduce the risk that forced labour or child labour is used at any step of the production of goods produced, purchased or distributed by the government institution? Select all that apply. (Required)

Mapping activities	
Mapping supply chains	
Conducting an internal assessment of risks of forced labour and/or child labour in the organization's activities and supply chains	Assessment in Progress to be completed Nov 2026
Contracting an external assessment of risks of forced labour and/or child labour in the organization's activities and supply chains	
Developing and implementing an action plan for addressing forced labour and/or child labour	Action plan in development. Target to be completed by Nov 2026
Gathering information on worker recruitment and maintaining internal controls to ensure that all workers are recruited voluntarily	
Addressing practices in the organization's activities and supply chains that increase the risk of forced labour and/or child labour	
Carrying out a prioritization exercise to focus due diligence efforts on the most severe risks of forced and child labour	
Requiring suppliers to have in place policies and procedures for identifying and prohibiting the use of forced labour and/or child labour in their activities and supply chains	
Developing and implementing child protection policies and processes	
Developing and implementing anti-forced labour and/or -child labour contractual clauses	
Developing and implementing anti-forced labour and/or -child labour standards, codes of conduct and/or compliance checklists	
Auditing suppliers	

Monitoring suppliers	
Enacting measures to provide for, or cooperate in, remediation of forced labour and/or child labour	
Developing and implementing grievance mechanisms	
Developing and implementing training and awareness materials on forced labour and/or child labour	
Developing and implementing procedures to track performance in addressing forced labour and/or child labour	
Engaging with supply chain partners on the issue of addressing forced labour and/or child labour	
Engaging with civil society groups, experts and other stakeholders on the issue of addressing forced labour and/or child labour	
Engaging directly with workers and families potentially affected by forced labour and/or child labour to assess and address risks	
Information not available for this reporting period	
Other, please specify	

2. Please provide additional information describing the steps taken (if applicable) (1,500-character limit)

**The University is strengthening its procurement processes to address risks related to forced and child labour. Key actions include:**

**1. Contractual Requirements:**

**We are developing standardized terms and conditions for all future tenders, purchase orders, and contract agreements. These will require suppliers to confirm compliance with labour standards and outline expectations for ethical sourcing.**

**2. Vendor Screening:**

**Our New Vendor Application form is being updated to include questions regarding suppliers' policies, controls, and due-diligence processes for identifying and mitigating forced and child labour risks.**

**3. Process Integration:**

**Once completed, these measures will be incorporated into procurement workflows to ensure consistent application across new supplier engagements.**



3. \*Which of the following accurately describes the government institution's activities?  
Select all that apply. (Required)

Producing goods (including manufacturing, extracting, growing and processing) o in Canada o outside Canada	No No
<b>Purchasing goods</b> o <b>in Canada</b> o <b>outside Canada</b>	<b>Yes</b> <b>Yes</b>
Distributing goods o in Canada o outside Canada	No No

4. Please provide additional information on the government institution's structure, activities and supply chains (1,500-character limit).

**The University of Northern British Columbia (UNBC) is a research-intensive public institution serving northern and central British Columbia. UNBC delivers undergraduate and graduate programs across a range of disciplines, supported by five faculties and the Division of Medical Sciences, which hosts the Northern Medical Program in partnership with the University of British Columbia.**

**UNBC operates multiple campuses and research sites and supports academic programming, research activities, student services, and community-based initiatives. The University also hosts federally funded programs, including the National Collaborating Centre for Indigenous Health and the CIHR Institute of Indigenous Peoples' Health.**

**UNBC's supply chain includes the procurement of goods, services, and construction required to support teaching, research, operations, maintenance, and capital projects. This includes categories such as laboratory and instructional materials, information technology, facilities and infrastructure components, professional services, and equipment required for major capital developments.**

5. Does the government institution currently have policies and due diligence processes in place related to forced labour and/or child labour? (Required)

**No, initiative in progress to integrate the appropriate due diligence in complying with Bill S-211**

\*If yes, which of the following elements of the due diligence process has the government institution implemented in relation to forced labour and/or child labour? Select all that apply. (Required)

- Embedding responsible business conduct into policies and management systems
- Identifying and assessing adverse impacts in operations, supply chains and business relationships
- Ceasing, preventing or mitigating adverse impacts

6. Please provide additional information on the government institution's policies and due diligence processes in relation to forced labour and child labour (if applicable) (1,500-character limit).

**Currently in development.**

7. Has the government institution identified parts of its activities and supply chains that carry a risk of forced labour or child labour being used? (Required)

**No, we have not started the process of identifying risks but we have started to strengthen our Terms & Conditions and contract language to better enable the University to mitigate this risk.**

- 7.1 If yes, has the government institution identified forced labour or child labour risks related to any of the following aspects of its activities and supply chains? Select all that apply. (Required)

**Not applicable**

The sector or industry it operates in	
The types of products it produces, purchases or distributes	
The locations of its activities, operations or factories	
The types of products it sources	
The raw materials or commodities used in its supply chains	
Tier one (direct) suppliers	
Tier two suppliers	
Tier three suppliers	
Suppliers further down the supply chain than tier three	
The use of outsourced, contracted or subcontracted labour	
The use of migrant labour	
The use of forced labour	
The use of child labour	
None of the above	
Other, please specify:	

8. Has the government institution identified forced labour or child labour risks in its activities and supply chains related to any of the following sectors and industries? Select all that apply. (Required)

Agriculture, forestry, fishing and hunting	
Mining, quarrying, and oil and gas extraction	
Utilities	
Construction	
Manufacturing	X
Wholesale trade	
Retail trade	
Transportation and warehousing	
Information and cultural industries	
Finance and insurance	
Real estate and rental and leasing	
Professional, scientific and technical services	
Management of companies and enterprises	
Administrative and support, waste management and remediation services	
Educational services	
Health care and social assistance	
Arts, entertainment and recreation	
Accommodation and food services	
Other services (except public administration)	
Public administration	
None of the above	
Other, please specify:	

9. Please provide additional information on the parts of the government institution's activities and supply chains that carry a risk of forced labour or child labour being used, as well as the steps that the government institution has taken to assess and manage that risk (if applicable) (1,500-character limit).

**There is general concern considering where most products are manufactured in the world that there is a risk of both child labour as well as forced labour. As many of our Tier 1 suppliers are distributors of a range of products, it is a more complicated process to confirm the conditions in a factory in China or Bangladesh for example. We have started with items like furniture but need to focus in on research supplies, branding merchandise etc.**

**We are not generally concerned about the services provided to the university that are typically local trades services or professional consultants.**

10. Has the government institution taken any measures to remediate any forced labour or child labour in its activities and supply chains? (Required)
- Yes, we have taken remediation measures and will continue to identify and address any gaps in our response.
  - Yes, we have taken some remediation measures, but there are gaps in our response that still need to be addressed.
  - No, we have not taken any remediation measures.
  - **Not applicable, we have not identified any forced labour or child labour in our activities and supply chains.**

10.1 If yes, which remediation measures has the government institution taken? Select all that apply. (Required)

**Not applicable**

- Actions to support victims of forced labour or child labour and/or their families, such as workforce reintegration and psychosocial support
- Compensation for victims of forced labour or child labour and/or their families
- Actions to prevent forced labour or child labour and associated harms from reoccurring
- Grievance mechanisms
- Formal apologies
- Other, please specify:

11. Please provide additional information on any measures the government institution has taken to remediate any forced labour or child labour (if applicable) (1,500-character limit).

**Not applicable**

12. Has the government institution taken any measures to remediate the loss of income to the most vulnerable families that results from any measure taken to eliminate the use of forced labour or child labour in its activities and supply chains? (Required)
- Yes, we have taken substantial remediation measures and will continue to identify and address any gaps in our response.
  - Yes, we have taken some remediation measures, but there are gaps in our response that still need to be addressed.
  - No, we have not taken any remediation measures.
  - **Not applicable, we have not identified any loss of income to vulnerable families resulting from measures taken to eliminate the use of forced labour or child labour in our activities and supply chains.**

13. Please provide additional information on any measures the government institution has taken to remediate the loss of income to the most vulnerable families that results from any measure taken to eliminate the use of forced labour or child labour in its activities and supply chains (if applicable) (1,500-character limit).

**Not Applicable**

14. Does the government institution currently provide training to employees on forced labour and/or child labour? (Required)

- Yes
- **No**

14.1 If yes, is the training mandatory? (Required) **Not applicable**

- Yes, the training is mandatory for all employees.
- Yes, the training is mandatory for employees making contracting or purchasing decisions.
- Yes, the training is mandatory for some employees.
- No, the training is voluntary.

15. Please provide additional information on the training the government institution provides to employees on forced labour and child labour (if applicable). (1,500-character limit).

**Not Applicable at this time.**

16. Does the government institution currently have policies and procedures in place to assess its effectiveness in ensuring that forced labour and child labour are not being used in its activities and supply chains? (Required)

- Yes
- **No**

16.1 If yes, what method does the government institution use to assess its effectiveness? Select all that apply. (Required) **Not Applicable**

- Setting up a regular review or audit of the organization's policies and procedures related to forced labour and child labour
- Tracking relevant performance indicators, such as levels of employee awareness, numbers of cases reported and solved through grievance mechanisms and numbers of contracts with anti-forced labour and -child labour clauses
- Partnering with an external organization to conduct an independent review or audit of the organization's actions
- Working with suppliers to measure the effectiveness of their actions to address forced labour and child labour, including by tracking relevant performance indicators
- Other, please specify:

17. Please provide additional information on how the government institution assesses its effectiveness in ensuring that forced labour and child labour are not being used in its activities and supply chains (if applicable). (1,500-character limit).

**Not applicable at this time.**

ATTESTATION

In accordance with the requirements of the Act, and in particular section 11 thereof, I attest that I have reviewed the information contained in the report for the entity or entities listed above. Based on my knowledge, and having exercised reasonable diligence, I attest that the information in the report is true, accurate and complete in all material respects for the purposes of the Act, for the reporting year listed above.

I have the authority to bind University of Northern British Columbia

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Joel McKay

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Date

Board Chair, University of Northern British Columbia

## ***Finance and Investment Committee Report to the UNBC Board of Governors***

**Dates of meetings since last report: November 13, 2025**

### **Topics reviewed and discussed:**

#### **1. For information Item to the Board**

- a. Mandatory and Other Student Fees Report.

#### **2. Mandatory and Standing reports discussed**

- a. [UNBC Q2 Financial Statements](#)
- b. [UNBC Q2 2025-26 Forecast](#)
- c. [UNBC Pension Trust Standing Report](#) - Executive summary provided; no issues raised.
- d. [University Advancement Advisory Board Update](#) - October meeting focused on alumni engagement; report pending.
- e. [Market Differential Annual Report](#) – July 1, 2025

#### **3. Motions brought forward to the Board**

- a. Scholarships, Bursaries and Awards
- b. New MA Program in Applied Economics

#### **4. Other discussed items**

- a. UNBC Land Development Corporation Board Member Appointment and Reappointments
- b. UNBC Land Development Corporation Board Member Resignations
- c. Investment Advisory Committee Recommendations

**BRIEFING NOTE FROM SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES  
UNBC BOARD OF GOVERNORS AND BOARD COMMITTEES**

<b>Subject:</b>	<b>Scholarships, Bursaries and Awards</b>	
<b>Finance &amp; Investment Committee</b>	<b>Meeting Date:</b> <b>November 12, 2025</b>	<b>Purpose:</b> <input type="checkbox"/> Information <input type="checkbox"/> Discussion <input type="checkbox"/> Seeking Direction <input checked="" type="checkbox"/> Approval
<b>UNBC Board of Governors</b>	<b>Meeting Date:</b> <b>November 27, 2025</b>	<b>Purpose:</b> <input type="checkbox"/> Information <input type="checkbox"/> Discussion <input type="checkbox"/> Seeking Direction <input checked="" type="checkbox"/> Approval
<b>Submitted By:</b>	Paula Wood-Adams, Chair, Senate Committee on Scholarships and Bursaries, Vice President, Research & Innovation	
<b>Appendices:</b>	<p><b>NEW</b></p> <ol style="list-style-type: none"> <li>1. NEW Dr Kwadwo &amp; Mrs Gail Asante Medical Bursary AGD</li> <li>2. NEW Dr. Kwadwo and Mrs. Gail Asante Graduate Student Bursary AGD</li> <li>3. NEW Shields Family Bursary AGD</li> <li>4. NEW University of Central Asia Scholarship AGD</li> <li>5. NEW Lattanzio Family MBA Award AGD</li> <li>6. NEW George Killy Memorial Award AGD</li> <li>7. NEW Sinclair Group FP Indigenous Student Award AGD</li> <li>8. NEW - Ken &amp; Rhonda McIntosh Leadership Award AGD</li> </ol> <p><b>REVISED</b></p> <ol style="list-style-type: none"> <li>1. Revised Allan &amp; Susan MacDonald OTPT Award AGD</li> <li>2. Revised Chancellor Iona Campagnolo Memorial Scholarship AGD</li> <li>3. Revised Chuck and Marc Bock Health Award AGD</li> </ol>	
<b>Motion Number:</b>		

## 1.0 MOTION

### **FOR FINANCE & INVESTMENT COMMITTEE:**

*That on the recommendation of the UNBC Senate, the Finance and Investment Committee recommends to the Board of Governors the approval of the scholarships, bursaries and awards, for August 2025- September 2025, as presented.*

### **FOR BOARD:**

*That on the recommendation of the Finance and Investment Committee, the Board of Governors, approves of the scholarships, bursaries and awards as recommended and approved by the UNBC Senate, for the period of August 2025 to September 2025, as presented.*

## 2.0 SCHOLARSHIPS, BURSARIES AND AWARDS RECOMMENDED BY THE SENATE FOR THE PERIOD OF AUGUST 2025 TO SEPTEMBER 2025

### NEW

- NEW Dr Kwadwo & Mrs Gail Asante Medical Bursary AGD



- NEW Dr. Kwadwo and Mrs. Gail Asante Graduate Student Bursary AGD
- NEW Shields Family Bursary AGD
- NEW University of Central Asia Scholarship AGD
- NEW Lattanzio Family MBA Award AGD
- NEW George Killy Memorial Award AGD
- NEW Sinclar Group FP Indigenous Student Award AGD
- NEW - Ken & Rhonda McIntosh Leadership Award AGD

#### REVISED

- Revised Allan & Susan MacDonald OTPT Award AGD
- Revised Chancellor Iona Campagnolo Memorial Scholarship AGD
- Revised Chuck and Marc Bock Health Award AGD



Motion Number (assigned by SCSB): SCSB20250827.03

## SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)

### PROPOSED MOTION

**Motion:** That the new Terms and Conditions for the **Dr. Kwadwo and Mrs. Gail Asante Medical Bursary** be approved.

**Rationale:** To activate the **Dr. Kwadwo and Mrs. Gail Asante Medical Bursary** commencing the 2025-2026 Academic Year.

**Proposed By:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Research & Innovation Contact:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Faculty/Academic Department:** N/A

**Indigenous Content:** Yes

**Date to SCSB:** June 6, 2025

**\*SCII Vetting Process:** (Section to be completed by SCII Committee Recording Secretary)

SCII Motion Number: 5.1.16

SCII Meeting Date: June 2, 2025

SCII Brief Summary of Committee Discussion: Request for friendly amendment to change the wording to singular rather than plural (or keep wording in a consistent). Harpreet to make this change. Passed.

#### TO BE COMPLETED AFTER SCSB MEETING

**Brief Summary of Committee Debate:** The Committee endorsed the motion.

**Motion No.:** SCSB20250827.03

**Moved by:** Neil Hanlon

**Seconded by:** Maik Gehloff

**Committee Decision:** Carried

**Attachments:** 1 Page

**Approved by SCSB:** August 27 2025

**Date**

**Chair's Signature**

**For Information of Senate & Board**

**AWARDS GUIDE INFORMATION:**

**Award Category:** Entrance

**Award Name:** Dr. Kwadwo and Mrs. Gail Asante Medical Bursary

**Awards Guide Description/Intent:** The Asantes value higher education and recognize the difficulties of living in the north. Dr. Asante worked as a pediatrician in northern British Columbia for over 20 years before they established the Asante Centre for Fetal Alcohol Syndrome in Maple Ridge, BC, the first of its kind in Canada. With this award, the Asantes wish to support students who plan to attend the UNBC Northern Medical Program, continuing their dedication to providing health care in the north.

**Donor:** Dr. Kwadwo and Mrs. Gail Asante

**Value:** \$12,000; \$3,000 per year for the four-year undergraduate degree program

**Number:** One

**Award Type:** Bursary

**Eligibility:** Available to a full-time undergraduate student enrolled in the Health Sciences program, intending to continue to the Northern Medical Program. First preference will be given to an Indigenous (First Nations, Métis, or Inuit) student. Second preference will be given to a student of African heritage.

**Criteria:** Demonstrated financial need and academic proficiency

**Effective Date:** Established 2025

**Recipient Selection:** Senate Committee on Scholarships and Bursaries on recommendation by the Awards and Financial Aid Office



Motion Number (assigned by SCSB): SCSB20250827.04 (

## SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)

### PROPOSED MOTION

**Motion:** That the new Terms and Conditions for the **Dr. Kwadwo and Mrs. Gail Asante Graduate Student Bursary** be approved.

**Rationale:** To activate the **Dr. Kwadwo and Mrs. Gail Asante Graduate Student Bursary** commencing the 2025-2026 Academic Year.

**Proposed By:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Research & Innovation Contact:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Faculty/Academic Department:** N/A

**Indigenous Content:** Yes

**Date to SCSB:** June 6, 2025

**\*SCII Vetting Process:** (Section to be completed by SCII Committee Recording Secretary)

SCII Motion Number: 5.1.15

SCII Meeting Date: June 2, 2025

SCII Brief Summary of Committee Discussion: Passed unanimously.

### TO BE COMPLETED AFTER SCSB MEETING

**Brief Summary of Committee Debate:** The Committee endorsed the motion.

**Motion No.:** SCSB20250827.04

**Moved by:** Kim Stathers

**Seconded by:** Shannon MacKay

**Committee Decision:** Carried

**Attachments:** 1 Page

**Approved by SCSB:** August 27 2025

**Date**

**Chair's Signature**

**For Information of Senate & Board**

## **AWARDS GUIDE INFORMATION:**

**Award Category:** Graduate

**Award Name:** Dr. Kwadwo and Mrs. Gail Asante Graduate Student Bursary

**Awards Guide Description/Intent:** The Asantes value higher education and recognize the difficulties of living in the north. Dr. Asante worked as a pediatrician in northern British Columbia for over 20 years before they established the Asante Centre for Fetal Alcohol Syndrome in Maple Ridge, BC, the first of its kind in Canada. With this award, the Asantes wish to support students who plan to attend the UNBC Northern Medical Program, continuing their dedication to providing health care in the north.

**Donor:** Dr. Kwadwo and Mrs. Gail Asante

**Value:** \$3,000 each to four Graduate students from four different programs (MOT, MPT, FNP or MScN, and MSW)

**Number:** Four

**Award Type:** Bursary

**Eligibility:** Available to full-time graduate students in their second year of the Occupational Therapy, Physical Therapy, Family Nurse Practitioner or Master of Science in Nursing, and Social Work master's programs. First preference will be given to Indigenous (First Nations, Métis, or Inuit) students. Second preference will be given to students of African heritage.

**Criteria:** Demonstrated financial need and academic proficiency

**Effective Date:** Established 2025

**Recipient Selection:** Senate Committee on Scholarships and Bursaries on recommendation by the Awards and Financial Aid Office



Motion Number (assigned by SCSB): SCSB20250827.05

**SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)**

**PROPOSED MOTION**

**Motion:** That the new Terms and Conditions for the Shields Family Bursary be approved.

**Rationale:** To activate the Shields Family Bursary commencing the 2025-2026 Academic Year.

**Proposed By:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Research & Innovation Contact:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Faculty/Academic Department:** N/A

**Indigenous Content:** No

**Date to SCSB:** May 08, 2025

**TO BE COMPLETED AFTER SCSB MEETING**

**Brief Summary of Committee Debate:** The Committee endorsed the motion.

**Motion No.:** SCSB20250827.05

**Moved by:** Shannon MacKay

**Seconded by:** Neil Hanlon

**Committee Decision:** Carried

**Attachments:** 1 Page

**Approved by SCSB:** August 27, 2025  
**Date**

  
**Chair's Signature**

**For Information of Senate & Board**

**AWARDS GUIDE INFORMATION:**

**Award Category:** In-course

**Award Name:** Shields Family Bursary

**Awards Guide Description/Intent:** The Shields family has strong ties to the Miworth area of Prince George and believe in education and taking care of the environment. With this generous award they will support a third- or fourth-year undergraduate student studying fisheries biology at UNBC.

**Donor:** Cliff Shields

**Value:** \$2,500

**Number:** One

**Award Type:** Bursary

**Eligibility:** Available to a full-time undergraduate student with 60 credit hours enrolled in the Wildlife and Fisheries program. First preference will be given to a current or previous resident of Miworth.

**Criteria:** Demonstrated financial need and satisfactory academic standing

**Effective Date:** Established 2025

**Recipient Selection:** Senate Committee on Scholarships and Bursaries on recommendation by the Awards and Financial Aid Office



Motion Number (assigned by SCSB): SCSB20250827.06

**SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)**

**PROPOSED MOTION**

**Motion:** That the new Terms and Conditions for the University of Central Asia Scholarship be approved.

**Rationale:** To activate the University of Central Asia Scholarship commencing the 2025-2026 Academic Year.

**Proposed By:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Research & Innovation Contact:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Faculty/Academic Department:** N/A

**Indigenous Content:** No

**Date to SCSB:** May 28, 2025

**TO BE COMPLETED AFTER SCSB MEETING**

**Brief Summary of Committee Debate:** The Committee endorsed the motion.

**Motion No.:** SCSB20250827.06

**Moved by:** Harpreet Kaur

**Seconded by:** Lizna Lakhani

**Committee Decision:** Carried

**Attachments:** 1 Page

**Approved by SCSB:** August 27 2025  
Date

  
Chair's Signature

**For Information of Senate & Board**



**AWARDS GUIDE INFORMATION:**

**Award Category:** Graduate

**Award Name:** University of Central Asia Scholarship

**Awards Guide Description/Intent:** The University of Northern British Columbia (UNBC) signed a Memorandum of Understanding (MOU) with the University of Central Asia (UCA) in 2021. UNBC and UCA share common interests in education, research, development and societal impact through nurturing compassion and inspiring a better quality of life for their communities. The MOU formalizes this commitment and creates a pathway for student exchanges and research collaborations. The University of Central Asia Scholarship offers an opportunity for UCA students to pursue a graduate degree at UNBC.

**Donor:** UNBC

**Value:** \$17,500

**Number:** Three

**Award Type:** Scholarship

**Eligibility:** Available to a University of Central Asia student beginning a full-time graduate program at UNBC

**Criteria:** Admission to a graduate program at UNBC

**Effective Date:** Established 2025

**Recipient Selection:** Senate Committee on Scholarships and Bursaries on recommendation by the Awards and Financial Aid Office



Motion Number (assigned by SCSB): SCSB20250827.08

**SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)**

**PROPOSED MOTION**

**Motion:** That the new Terms and Conditions for the Lattanzio Family MBA Award be approved.

**Rationale:** To activate the Lattanzio Family MBA Award commencing the 2026-2027 Academic Year.

**Proposed By:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Research & Innovation Contact:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Faculty/Academic Department:** N/A

**Indigenous Content:** No

**Date to SCSB:** July 22, 2025

**TO BE COMPLETED AFTER SCSB MEETING**

**Brief Summary of Committee Debate:** The Committee endorsed the motion.

**Motion No.:** SCSB20250827.08

**Moved by:** Shannon MacKay

**Seconded by:** Neil Hanlon

**Committee Decision:** Carried

**Attachments:** 1 Page

**Approved by SCSB:** August 27 2025  
Date

  
Chair's Signature

**For Information of Senate & Board**

**AWARDS GUIDE INFORMATION:**

**Award Category:** Graduate

**Award Name:** Lattanzio Family MBA Award

**Awards Guide Description/Intent:** The Lattanzio family created this award to support MBA students attending MBA Foundation Week and encourage second-year students to foster leadership between the first and second year classes. This experiential learning opportunity brings together new and returning students for the first week of their program each year. The Lattanzio family recognizes how important attending this week is for the students and wishes to assist students with their expenses to attend the MBA Foundation Week.

**Donor:** Lattanzio family

**Value:** \$1,000

**Number:** One

**Award Type:** Award

**Eligibility:** Available to a full-time graduate student enrolled in the MBA Program who has completed their first year of studies and fosters leadership between the first and second year classes.

**Criteria:** Demonstrated financial need and satisfactory academic standing

**Effective Date:** Established 2025

**Recipient Selection:** Senate Committee on Scholarships and Bursaries on recommendation by the UNBC Awards Office and MBA program staff



Motion Number (assigned by SCSB): SCSB20250827.09

**SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)**

**PROPOSED MOTION**

**Motion:** That the new Terms and Conditions for the George Killy Memorial Award be approved.

**Rationale:** To activate the George Killy Memorial Award commencing the 2026-2027 Academic Year.

**Proposed By:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Research & Innovation Contact:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Faculty/Academic Department:** N/A

**Indigenous Content:** No

**Date to SCSB:** July 22, 2025

**TO BE COMPLETED AFTER SCSB MEETING**

**Brief Summary of Committee Debate:** The Committee endorsed the motion..

**Motion No.:** SCSB20250827.09

**Moved by:** Shannon MacKay

**Seconded by:** Lizna Lakhani

**Committee Decision:** Carried

**Attachments:** 1 Page

**Approved by SCSB:** August 27 2025  
Date

  
Chair's Signature

**For Information of Senate & Board**

## **AWARDS GUIDE INFORMATION:**

**Award Category:** General

**Award Name:** George Killy Memorial Award

**Awards Guide Description/Intent:** The Killy family has deep roots in Prince George as a founding family of the forest industry, and the University of Northern British Columbia. George Killy's father, Ivor Killy, was successful in developing the forest industry in the Prince George area beginning in the 1930s, and in his turn George was heavily involved in the forest industry. George was part of the Nature Trust in Prince George and helped develop Cottonwood Island Park, Ferguson Lake, and Nukko Lake for nature lovers to enjoy. This award was created in George's memory as a tribute to his contributions to our community.

**Donor:** Killy Family

**Value:** \$3,500

**Number:** One undergraduate and one graduate

**Award Type:** Award

**Eligibility:** One available to a full-time or part-time undergraduate student. First preference will be given to a resident of northern British Columbia.

One available to a full-time or part-time graduate student. First preference will be given to a resident of northern British Columbia.

**Criteria:** Demonstrated financial need and satisfactory academic standing

**Note:** This award is renewable for up to three years, subject to the recipient maintaining the criteria of satisfactory academic standing for this award.

**Effective Date:** Endowed 2025

**Recipient Selection:** Senate Committee on Scholarships and Bursaries on recommendation by the Awards and Financial Aid Office



Motion Number (assigned by SCSB): SCSB20250827.10

## SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)

### PROPOSED MOTION

**Motion:** That the new Terms and Conditions for the Sinclair Group Forest Products Indigenous Student Award be approved.

**Rationale:** To activate the Sinclair Group Forest Products Indigenous Student Award commencing the 2025-2026 Academic Year.

**Proposed By:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Research & Innovation Contact:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Faculty/Academic Department:** N/A

**Indigenous Content:** Yes

**Date to SCSB:** Aug 11, 2025

**\*SCII Vetting Process:** (Section to be completed by SCII Committee Recording Secretary)  
SCII Motion Number: **SCII2025.08.03**  
SCII Meeting Date: August 5, 2025  
SCII Brief Summary of Committee Discussion: Holly McVea asked about the use of 'McLeod Lake' rather than Tse'Khene Nation. Passed Unanimously.

#### TO BE COMPLETED AFTER SCSB MEETING

**Brief Summary of Committee Debate:** The Committee endorsed the motion.

**Motion No.:** SCSB20250827.10

**Moved by:** Neil Hanlon

**Seconded by:** Maik Gehloff

**Committee Decision:** Carried

**Attachments:** 1 Page

**Approved by SCSB:** August 27 2025  
Date

  
Chair's Signature

**For Information of Senate & Board**

## **AWARDS GUIDE INFORMATION:**

**Award Category:** General

**Award Name:** Sinclar Group Forest Products Indigenous Student Award

**Awards Guide Description/Intent:** Sinclar Group Forest Products is a family-owned and operated group of companies in the Central Interior of British Columbia that produce lumber, and wood pellets. Sinclar also runs bioenergy systems that sustainably convert residual wood into energy, powering our communities while reducing carbon emissions.

UNBC has established this award in appreciation of Sinclar's commitment to donate wood pellets from their Premium Pellet operation to heat UNBC's Prince George campus. This award will support the continued education of Indigenous students who are members of a Nation that is engaged in partnership with Sinclar in forest management.

**Donor:** UNBC in recognition of the partnership with Sinclar Group Forest Products Ltd.

**Value:** \$2,000

**Number:** Two

**Award Type:** Award

**Eligibility:** Available to a full-time or part-time Indigenous undergraduate or graduate student who is a member of a Nation that is engaged in partnership with Sinclar in forest management (Tl'azt'en, Nak'azdli, Cheslatta, Saik'uz, L'heidli Tenneh, McLeod Lake or Stellat'en).

**Criteria:** Demonstrated financial need, satisfactory academic standing

**Effective Date:** Established 2025

**Recipient Selection:** Senate Committee on Scholarships and Bursaries on recommendation by the UNBC Awards and Financial Aid Office.



Motion Number (assigned by SCSB): SCSB20250827.11

**SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)**

**PROPOSED MOTION**

**Motion:** That the new Terms and Conditions for the Ken & Rhonda McIntosh Leadership Award be approved.

**Rationale:** To activate the Ken & Rhonda McIntosh Leadership Award commencing the 2025-2026 Academic Year.

**Proposed By:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Research & Innovation Contact:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Faculty/Academic Department:** N/A

**Indigenous Content:** No

**Date to SCSB:** Aug 15, 2025

**TO BE COMPLETED AFTER SCSB MEETING**

**Brief Summary of Committee Debate:** The Committee endorsed the motion.

**Motion No.:** SCSB20250827.11

**Moved by:** Shannon MacKay

**Seconded by:** Maik Gehloff

**Committee Decision:** Carried

**Attachments:** 1 Page

**Approved by SCSB:** August 27 2025  
Date

  
Chair's Signature

**For Information of Senate & Board**



**AWARDS GUIDE INFORMATION:**

**Award Category:** General

**Award Name:** Ken and Rhonda McIntosh Leadership Award

**Awards Guide Description/Intent:** Ken and Rhonda are long time supporters of UNBC. They are proud to establish this leadership award to help students reach their academic goals.

**Donor:** Ken and Rhonda McIntosh

**Value:** \$6,000

**Number:** Variable

**Award Type:** Award

**Eligibility:** Available to a full-time undergraduate student with demonstrated community involvement and leadership as well as involvement in recreational activities.

**Criteria:** Satisfactory academic standing

**Note:** The UNBC Awards Office will forward the names of selected recipients to the donor for final approval.

**Effective Date:** Established 2025

**Recipient Selection:** Senate Committee on Scholarships and Bursaries on recommendation by the UNBC Awards Office.



Motion Number (assigned by SCSB): SCSB20250827.12

**SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)**

**PROPOSED MOTION**

**Motion:** That the revised Terms and Conditions for the Allan & Susan MacDonald OT/PT Award be approved.

**Rationale:** To revise the Allan & Susan MacDonald OT/PT Award commencing the 2025-2026 Academic Year.

**Proposed By:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Research & Innovation Contact:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Faculty/Academic Department:** N/A

**Indigenous Content:** No

**Date to SCSB:** May 22, 2025

**TO BE COMPLETED AFTER SCSB MEETING**

**Brief Summary of Committee Debate:** The Committee endorsed the motion.

**Motion No.:** SCSB20250827.12

**Moved by:** Lizna Lakhani

**Seconded by:** Maik Gehloff

**Committee Decision:** Carried

**Attachments:** 1 Page

**Approved by SCSB:** August 27 2025  
Date

  
Chair's Signature

**For Information of Senate & Board**

## **AWARDS GUIDE INFORMATION:**

**Award Category:** Graduate

**Award Name:** Allan & Susan MacDonald OT/PT Award

**Awards Guide Description/Intent:** As long-time friends of UNBC and committed members of the Prince George community, Allan and Susan MacDonald are continuing their support of UNBC students through this generous award to Occupational Therapy and Physical Therapy students.

**Donor:** Allan & Susan MacDonald

**Value:** \$1,000

**Number:** ~~Ten~~ Five in 2021/22, five in 2022/23, five in 2023/24, five in 2024/25, and five in 2025/26 annual awards; five to Occupational Therapy students and five to Physical Therapy students

**Award Type:** Award

**Eligibility:** Available to ~~a~~ full-time graduate students who ~~has~~ have been accepted into and committed to attending the Master of Occupational Therapy – Northern (MOT-N) Program or ~~or~~ the Master of Physical Therapy – Northern (MPT-N) Program and who demonstrates a patient-centred care within their clinical education. First preference will be given to a resident of northern British Columbia.

**Note:** ~~UNBC will endeavour to alternate awarding each year between a MPT-N student and a MOT-N student beginning in 2021/22 academic year with a student in the MPT-N Program.~~ This award may not be received more than once unless there are no new eligible applicants for the Award. In which case, it may be awarded to a student who has previously received it.

**Criteria:** Demonstrated financial need and academic proficiency.

**Effective Date:** Established 2021, Revised 2025

**Recipient Selection:** Senate Committee on Scholarships and Bursaries with nomination by the UNBC Master of Occupational Therapy – Northern (MOT-N) Program and Master of Physical Therapy – Northern (MPT-N) Program



Motion Number (assigned by SCSB): SCSB20250827.13

**SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)**

**PROPOSED MOTION**

**Motion:** That the revised Terms and Conditions for the Chancellor Iona Campagnolo Memorial Scholarship be approved.

**Rationale:** To revise the Chancellor Iona Campagnolo Memorial Scholarship commencing the 2025-2026 Academic Year.

**Proposed By:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Research & Innovation Contact:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Faculty/Academic Department:** N/A

**Indigenous Content:** No

**Date to SCSB:** Aug 11, 2025

**TO BE COMPLETED AFTER SCSB MEETING**

**Brief Summary of Committee Debate:** The Committee endorsed the motion.

**Motion No.:** SCSB20250827.13

**Moved by:** Shannon MacKay

**Seconded by:** Neil Hanlon

**Committee Decision:** Carried

**Attachments:** 1 Page

**Approved by SCSB:** August 27 2025  
Date

  
Chair's Signature

**For Information of Senate & Board**

## **AWARDS GUIDE INFORMATION:**

**Award Category:** Entrance

**Award Name:** Chancellor Iona Campagnolo Memorial Scholarship

**Awards Guide Description/Intent:** The Honourable Iona Campagnolo, the first chancellor of the University of Northern British Columbia, was a distinguished Canadian and British Columbian. She was an integral part of this institute's vision, declaring that "The University of Northern British Columbia will be a welcoming place for all students, not grudgingly, or in spite of their colour, race, gender or place of origin, but in frank celebration of it. " Her intention with this award was to find the northern gem who needs support for their dream to get educated and to serve northern communities.

**Donor:** Friends of Chancellor Campagnolo and UNBC

**Value:** \$3,500

**Number:** One

**Award Type:** Scholarship

**Eligibility:** Available to a new full-time undergraduate student enrolled in Health and Human Sciences, Political Science, International Studies, First Nations Studies, or Women's Studies. The scholarship will be awarded in even years to a woman and in odd years to a man. First preference will be given to a resident of northern British Columbia and will be distributed evenly, when possible, amongst the differing sub-regions.

**Criteria:** Academic excellence, social excellence, community service

**Note:** Successful applicants must complete the Community Involvement section of the Online Awards Application, and have two referees submit a reference letter via [awards@unbc.ca](mailto:awards@unbc.ca).

**Effective Date:** ~~Established~~Endowed 1992, revised 2024<sup>5</sup>

**Recipient Selection:** Senate Committee on Scholarships and Bursaries on recommendation by the UNBC Awards Office and selection by a member of the Campagnolo family.



Motion Number (assigned by SCSB): SCSB20250827.14

**SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES (SCSB)**

**PROPOSED MOTION**

**Motion:** That the revised Terms and Conditions for the Chuck and Marc Bock Health Award be approved.

**Rationale:** To revise the Chuck and Marc Bock Health Award commencing the 2026-2027 Academic Year.

**Proposed By:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Research & Innovation Contact:** Harpreet Kaur, Scholarships Awards and Internal Grants Officer

**Faculty/Academic Department:** N/A

**Indigenous Content:** No

**Date to SCSB:** Aug 15, 2025

**TO BE COMPLETED AFTER SCSB MEETING**

**Brief Summary of Committee Debate:** The Committee endorsed the motion..

**Motion No.:** SCSB20250827.14

**Moved by:** Shannon MacKay

**Seconded by:** Neil Hanlon

**Committee Decision:** Carried

**Attachments:** 1 Page

**Approved by SCSB:** August 27 2025  
Date

  
Chair's Signature

**For Information of Senate & Board**

**AWARDS GUIDE INFORMATION:****Award Category:** Graduate**Award Name:** Chuck and Marc Bock Health Award**Awards Guide Description/Intent:** In memory of Marc's parents, Yvette and Dollard Bock, who were long-time residents of Prince George; Marc, with the help of artist and chef Chuck, created this award to honour Yvette's vision of supporting students in the UNBC Northern Medical Program. Marc drew inspiration from First Nations Elder Veronica Rose (Prince) Rossetti's wisdom on native medicine and her philosophy of "don't fight the wind."**Donor:** Chuck and Marc Bock**Value:** ~~\$2,500~~ \$1,000**Number:** One**Award Type:** Award**Eligibility:** Available to a ~~full-time graduate student in the second year of~~ enrolled in the Northern Medical Program. First preference will be given to a resident of northern British Columbia. Second preference will be given to a student who plans on practicing medicine in northern communities.**Criteria:** Academic proficiency and plans to practice medicine in the north**Effective Date:** ~~Established~~ Endowed 2024, Revised 2025**Recipient Selection:** Senate Committee on Scholarships and Bursaries on recommendation by the UNBC Awards Office

**BRIEFING NOTE FOR:**
**UNBC BOARD OF GOVERNORS AND BOARD COMMITTEES**

<b>Subject:</b>	<b>New Program – MA Applied Economics (formerly MA Development Economics)</b>	
<b>Audit &amp; Risk Committee</b>	<b>Meeting Date:</b>	<b>Purpose:</b> <input type="checkbox"/> Information <input type="checkbox"/> Discussion <input type="checkbox"/> Seeking Direction <input type="checkbox"/> Approval
<b>Finance &amp; Investment Committee</b>	<b>Meeting Date:</b>	<b>Purpose:</b> <input type="checkbox"/> Information <input type="checkbox"/> Discussion <input type="checkbox"/> Seeking Direction <input type="checkbox"/> Approval
<b>Governance &amp; Human Resources Committee</b>	<b>Meeting Date:</b>	<b>Purpose:</b> <input type="checkbox"/> Information <input type="checkbox"/> Discussion <input type="checkbox"/> Seeking Direction <input type="checkbox"/> Approval
<b>UNBC Board of Governors</b>	<b>Meeting Date:</b>	<b>Purpose:</b> <input type="checkbox"/> Information <input type="checkbox"/> Discussion <input type="checkbox"/> Seeking Direction <input type="checkbox"/> Approval
<b>Submitted By:</b>	<i>Office of the Provost</i>	
<b>Please note other guests to be in attendance:</b>		
<b>Appendices:</b>	<p>1. <i>Motions submitted to Senate Governance SCAAF202506.20, includes:</i>  a. <i>New academic program proposal motion form and associated new course and calendar revisions.</i>  b. <i>Library resource requirements and consultation form.</i></p> <p>2. <i>UNBC Determination of New Degree submission form.</i></p> <p>3. <i>DQAB determination result, a letter indicating revisions to the MA Development Economics, and renaming to MA Applied Economics constitutes a new degree.</i></p> <p>4. <i>DQAB program proposal – New degrees exempted from a stage 1 DQAB review still require ministerial approval prior to implementation. This form is a required step in that process, whereby the proposal is presented for peer review on the ministry relevant webpages.</i></p>	
<b>Motion Number:</b>		



## 1.0 MOTION/DISCUSSION/RECOMMENDATION

Senate motion for approval:

### S-202411.03

#### New Program Approval – Master of Arts in Applied Economics

That on the recommendation of Senate, the new MA program in Applied Economics be approved as proposed.

**Effective Date: September 2026** (Pending DQAB/Ministry approval)

See relevant Senate motions in [Appendix 1](#):

- Senate motions S-202411.03 through S-202411.34

## 2.0 BACKGROUND AND ANALYSIS

In November 2024 UNBC's School of Economics prepared and presented through Senate a proposed revision to the current MA Development Economics program to respond to shifting student interests, faculty changes, and evolving labour market needs, particularly in Northern British Columbia. The revised program retains the academic integrity and structural foundation of the original MA but expands its focus to include broader applied economic training in areas such as sustainability, policy evaluation, and regional economic development. The revised program will be renamed MA Applied Economics.

In line with ministry expectations, UNBC submitted a 'Determination of New Degree' form to the Degree Quality Assessment Board ([Appendix 2](#)). DQAB assesses if the revisions to a degree program are substantive enough to be considered a new degree program (thus requiring ministry approval) or are below that threshold and can be implemented by the institute once all internal governance is complete.

In September 2025 DQAB determined the revision warranted the proposed MA Applied Economics be considered a new degree ([Appendix 3](#)). As such, to facilitate gaining ministry approval, the new proposed degree must be approved at the Board of Governors level.

DQAB did however, recognize the new degree came about via revisions to an existing program and thus have exempted UNBC from undergoing a full review, and has allowed for a expedited process following Board of Governors approval.

### **3.0 ANTICIPATED FINANCIAL AND HUMAN RESOURCE IMPACTS:**

Administrative and operating resources utilized for the MA Development Economics will be used for the MA Applied Economics. No additional resources are required as this is a replacement program. No capital or start-up funding is required.

### **4.0 LENS OF RECONCILIATION:**

While the MA in Applied Economics is not formally focused on Indigenous studies or reconciliation, it is designed to be responsive to the regional context of Northern British Columbia, where Indigenous communities play a significant social, economic, and cultural role.

Several aspects of the program create space for student engagement with Indigenous economic issues, including:

- Course content:
  - In ECON 645 (International Trade and the Environment), the instructor incorporates a guest lecture from a First Nations Studies Department, offering students exposure to Indigenous perspectives on environmental governance and trade-related development.
  - In ECON 620 (Agricultural and Food Economics), the instructor brings in their research experience on Indigenous land use and allocation, which is reflected in parts of the course curriculum.
  - Courses like ECON 612 (Applications in Community Economics) and ECON 655 (Sustainable Economic Development) also support exploration of local development issues, including those impacting Indigenous communities.
- Research and applied streams:

The internship (ECON 797) and major paper (ECON 796) options allow students to engage with local and regional economic challenges. These applied components provide opportunities, based on student interest and partnerships, to work with Indigenous organizations or explore policy questions relevant to First Nations communities.
- Program design:

A key motivation behind the redesign of the MA program was to attract a broader range of Canadian students who are interested in applied economic analysis. The new design emphasizes regional development and applied economic issues that are relevant across Canada and particularly in Northern communities, including those with significant Indigenous populations. While not explicitly a reconciliation-focused program, this shift supports UNBC's broader goals related to inclusion, community relevance, and responsiveness to regional challenges.

The School of Economics remains committed to strengthening these opportunities over time, in collaboration with the wider university community.

## 5.0 OTHER CONSIDERATIONS:

The Master of Arts in Applied Economics is designed to prepare students with the practical skills and theoretical foundations necessary to analyze, model, and address real-world economic issues. The program emphasizes applied quantitative methods, policy analysis, and regional economic development, with a focus on rural, northern, and Indigenous contexts. Students will graduate equipped to contribute to public policy, community planning, and economic analysis across a range of sectors.

Key objectives include:

- Training students in applied economic theory, data analysis, and cost-benefit evaluation.
- Enhancing skills in critical thinking, communication, and evidence-based decision-making.
- Supporting regional and national priorities through the development of professionals grounded in applied economics.

The program directly contributes to UNBC's Strategic Plan ('Ready') and Academic Plan by:

- Empowering Northern Communities through the development of a highly qualified workforce equipped to address regional challenges.
- Championing Pedagogical Innovation by integrating experiential learning pathways including internships and applied projects.
- Fostering Local Solutions for Global Impact via research and practice in sustainable development, Indigenous economic empowerment, and rural transformation.
- Expanding Global Impact by preparing graduates for careers in international policy and development agencies.

## NEXT STEPS:

Should the new proposed MA Applied Economics be approved by the Board of Governors, the Office of the Provost will submit the drafted executive summary ([Appendix 4](#)) for public peer review via the ministry PSIPS platform, respond to any queries received, and then submit the proposal for Ministry approval.

## BRIEFING NOTE

### UNBC BOARD OF GOVERNORS AND BOARD COMMITTEES

<b>Subject:</b>	<b>2025/26 Mandatory and Other Student Fees Report</b>	
<b>Finance &amp; Investment Committee</b>	<b>Meeting Date:</b>	<b>Purpose:</b> <input checked="" type="checkbox"/> Information <input type="checkbox"/> Discussion <input type="checkbox"/> Seeking Direction <input type="checkbox"/> Approval
<b>UNBC Board of Governors</b>	<b>Meeting Date:</b>	<b>Purpose:</b> <input checked="" type="checkbox"/> Information <input type="checkbox"/> Discussion <input type="checkbox"/> Seeking Direction <input type="checkbox"/> Approval
<b>Submitted By:</b>	The Office of the President	

#### 1.0 DELEGATION OF AUTHORITY TO THE PRESIDENT TO APPROVE FEES

MOTION: 2024BP11.28.05 (A. Beswick/P. Mullins)  
*Whereas the University Act grants the Board the authority to set, determine and collect fees, and whereas;*

*The Government of British Columbia's Tuition Limit Policy limits domestic tuition and mandatory fee increases to the rate of inflation (2%);*

*The UNBC Fees Committee reviews all fees and applications related to fees, considers submissions from interested and impacted parties, and provides advice and recommendations to the President with respect to fees, and;*

*Now therefore, on the recommendation of the Finance and Investment Committee, the Board delegates the authority to approve all fees for the 2025-26 planning and budget cycle, except for tuition fees, to the President, acting with the advice of the UNBC Fees Committee and in compliance with the Province of British Columbia's Tuition Limit Policy, effective on approval of the Board.*

CARRIED

#### 2.0 Fees Committee - Terms of Reference

The Fees Committee reviews all University fee changes, including, but not limited to, changes to full-time and part-time graduate and undergraduate student tuition and ancillary fees, library fees, late payment penalties, Residence fees, and parking fees. The University and the Fees Committee do not review fees set by student bodies as these bodies are independent of University administration.

The Fees Committee works closely with the Finance Department to monitor the overall effect of fee changes. Senior administrators who are members of the Committee are responsible for informing their constituents of the recommendations of the Committee as they related to their areas of operations

The Fees Committee is advisory to the President, who then approves and recommends the proposed fees schedule to the Board.

Once the fees schedule is approved by the Board, the Registrar ensures that fee changes, particularly those requiring Calendar entry, are implemented and that students receive current and correct information on fees. The Finance Department implements the fee changes in the accounts.

### [Fee Proposal Form](#)

#### **Objectives / Ends**

- Review applications for changes to existing fees
- Review applications for new fees
- Reasonable
- Fair
- Impacts on students, programs, and departments
- Recognize market forces
- Entertain submissions from interested parties and stakeholders
- Administer the requirements of provincial tuition cap, if in force

#### **Authority**

The Board of Governors has the following powers as given by the *University Act*, Section 27 (2):

- i. to set, determine and collect the fees
- ii. to be paid for instruction, research and all other activities in the university,
- iii. for extramural instruction,
- iv. for public lecturing, library fees, and laboratory fees,
- v. for examinations, degrees and certificates,
- vi. for the use of any student or alumni organization in charge of student or alumni activities, and
- vii. for the building and operation of a gymnasium or other athletic facilities; to pay over
- viii. the fees collected for a student or alumni organization that the organization may request, and
- ix. in accordance with section 27.1, the fees collected for a student society or a provincial or national student organization.

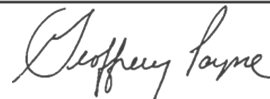
#### **Membership**

- University Registrar (Chair)
- Senior Academic Budget and Planning Officer (to represent the Provost)
- NUGSS Representative
- GSS Representative
- University Librarian
- 2 of 5 Faculty Deans
- Director of Business Services
- Chief Information Officer
- Vice-President, Finance & Administration
- Director, Finance (non-voting)
- Controller Finance (non-voting)
- Executive Assistant, University Registrar & Senior Director, Enrolment Management & Strategy (recording secretary)

## Office of The Registrar

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To: Geoffrey Payne, President and Vice Chancellor



From: Kimberly Read, University Registrar

CC: Rahim Somani, Vice President Finance & Administration

Date: July 3, 2025

Re: New and revised fees for the 2025/2026 fiscal year

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Pursuant to the Delegation of Authority to the President to Approve Fees, approved by the Board of Governors, November 20, 2021, please find for your approval the enclosed report that covers the recommendations from the Fees Committee for the period of November 2025 through April 2026. All recommended new fees and those recommended for a revision other than 2% are noted in blue. All other fees have been increased by 2% to match the approved inflationary rate as set by the province.

Please confirm your approval by signing and returning a signed copy to me.

**UNIVERSITY OF NORTHERN BRITISH COLUMBIA**  
**2025/26 Proposed Mandatory and Other Student Fees**

Mandatory Student Fees	2024/25	2025/26	Change (\$)	Change (%)	Notes
<b>UNDERGRADUATE</b>					
<b>Prince George Full Time</b>					
Intramural Recreation and Fitness Fee	65.47	66.78	1.31	2.00%	Per Semester
Athletic Intervarsity and Junior Varsity Program Fee	59.73	60.92	1.19	2.00%	Per Semester
Student ID Card	2.28	2.33	0.05	2.00%	Per Semester
Student Services Fee	5.74	5.85	0.11	2.00%	Per credit hour, to a max. of 15 credit hours
International Student Services Fee	125.00	125.00	0.00	0.00%	Per semester, international students only
<b>Prince George Part Time</b>				-	
Intramural Recreation and Fitness Fee	65.47	66.78	1.31	2.00%	Per Semester
Athletic Intervarsity and Junior Varsity Program Fee	59.73	60.92	1.19	2.00%	Per Semester
Student ID Card	2.28	2.33	0.05	2.00%	Per Semester
Student Services Fee	5.74	5.85	0.11	2.00%	Per credit hr, to a max. of 15 credit hours
International Student Services Fee	125.00	125.00	0.00	0.00%	Per semester, international students only
<b>Regional Full Time</b>				-	
Student ID Card	2.28	2.33	0.05	2.00%	Per Semester
Student Services Fee	5.74	5.85	0.11	2.00%	Per credit hour, to a max. of 15 credit hours
International Student Services Fee	125.00	125.00	0.00	0.00%	Per semester, international students only
<b>Regional Part Time</b>				-	
Student ID Card	2.28	2.33	0.05	2.00%	Per Semester
Student Services Fee	5.74	5.85	0.11	2.00%	Per credit hour, to a max. of 15 credit hours
International Student Services Fee	125.00	125.00	0.00	0.00%	Per semester, international students only
<b>Other</b>				-	
International Student - Medical Insurance Coverage	190.00	190.00	0.00	0.00%	Compulsory Medical Insurance for 3 Months

Mandatory Student Fees	2024/25	2025/26	Change (\$)	Change (%)	Notes
GRADUATE					
PG Campus					
Intramural Recreation and Fitness Fee	65.47	66.78	1.31	2.00%	Per Semester
Student ID Card	2.28	2.33	0.05	2.00%	Per Semester
Student Services Fee	45.95	46.87	0.92	2.00%	Per Semester
GSS Student Society Fee	72.35	73.80	1.45	2.00%	Per Semester
International Student Services Fee	125.00	125.00	0.00	0.00%	Per semester, international students only
Regional			0.00	-	
Student ID Card	2.28	2.33	0.05	2.00%	Per Semester
Student Services Fee	45.95	46.87	0.92	2.00%	Per Semester
International Student Services Fee	125.00	125.00	0.00	0.00%	Per semester, international students only
Other			0.00	-	
International Student - Medical Insurance Coverage	190.00	190.00	0.00	0.00%	compulsory medical insurance for 3 months
EGBC Membership Fee	20.00	20.00	0.00	0.00%	Annual Professional Activity Fee (Fall Only)
Undergraduate Engineering Professional Fee	55.20	56.30	1.10	2.00%	Extracurricular activities such as travel, conferences, competition fees, PD

Course Fees	2024/25	2025/26	Change (\$)	Change (%)	Notes
ANTH 413				-	Field school (fees requested annually) - Tumbler Ridge
ANTH 417				-	Field school (fees requested annually) - Charlie Lake
ANTH 613				-	Field school (fees requested annually) - Tumbler Ridge
BIOL 123	24.38	24.87	0.49	2.00%	Per Semester
BIOL 124	24.38	24.87	0.49	2.00%	Per Semester
BIOL 202	18.65	19.02	0.37	2.00%	Per Semester - Laboratory Specimen Costs
BIOL 203	19.39	19.78	0.39	2.00%	Per Semester - Laboratory Supplies
BIOL 204	6.09	6.21	0.12	2.00%	Per Semester - Laboratory Supplies
BIOL 301 On - Campus Fee	30.47	31.08	0.61	2.00%	Per Semester - Field Trips
BIOL 301 Off - Campus Fee	213.31	217.58	4.27	2.00%	Per Semester - Field Trips
BIOL 302	31.08	31.70	0.62	2.00%	Per Semester - Field Trips
BIOL 307	18.28	18.65	0.37	2.00%	Per Semester - Laboratory Supplies
BIOL 318	304.75	310.85	6.10	2.00%	Per semester - Field Camp (Terrace)
BIOL 321	18.28	18.65	0.37	2.00%	Per Semester - Laboratory Supplies



Course Fees	2024/25	2025/26	Change (\$)	Change (%)	Notes
BIOL 333		700.00		-	Field school (fees requested annually)
BIOL 350	50.57	51.58	1.01	2.00%	Per Semester - Experiential Learning
BIOL 402	42.66	43.51	0.85	2.00%	Per Semester - Field Trips
BIOL 404	31.08	31.70	0.62	2.00%	Per Semester - Field Trips/Laboratory Supplies
BIOL 406/606	6.09	6.21	0.12	2.00%	Per Semester - Laboratory Supplies
BIOL 412	6.09	6.21	0.12	2.00%	Per Semester - Field Trips/Laboratory Supplies
BIOL 414/602	6.09	6.21	0.12	2.00%	Per Semester - Field Trips/Laboratory Supplies
BIOL 423	6.09	6.21	0.12	2.00%	Per Semester - Laboratory Supplies
BIOL 425	43.51	44.38	0.87	2.00%	Per Semester - Laboratory Supplies
BCMB 255	43.51	44.38	0.87	2.00%	Per Semester - Laboratory Supplies
BCMB 308	43.51	44.38	0.87	2.00%	Per Semester - Laboratory Supplies
CHEM 120	31.08	31.70	0.62	2.00%	Per Semester - Laboratory Supplies
CHEM 121	31.08	31.70	0.62	2.00%	Per Semester - Laboratory Supplies
CHEM 210	31.08	31.70	0.62	2.00%	Per Semester - Laboratory Supplies
CHEM 250	37.30	38.05	0.75	2.00%	Per Semester - Laboratory Supplies
CHEM 251	37.30	38.05	0.75	2.00%	Per Semester - Laboratory Supplies
CHEM 302	18.65	19.02	0.37	2.00%	Per Semester - Laboratory Supplies
CHEM 310	31.08	31.70	0.62	2.00%	Per Semester - Laboratory Supplies
CHEM 312	31.08	31.70	0.62	2.00%	Per Semester - Laboratory Supplies
CHEM 315	31.08	31.70	0.62	2.00%	Per Semester - Laboratory Supplies
CHEM 322	31.08	31.70	0.62	2.00%	Per Semester - Laboratory Supplies
CHEM 400	12.19	12.43	0.24	2.00%	Per Semester - Field Trip
CHEM 406	37.30	38.05	0.75	2.00%	Per Semester - Laboratory Supplies
CHEM 407	37.30	38.05	0.75	2.00%	Per Semester - Laboratory Supplies
CIVE 240	10.82	11.04	0.22	2.00%	Per Semester - Laboratory Supplies
CIVE 241	10.82	11.04	0.22	2.00%	Per Semester - Laboratory Supplies
CIVE 260	10.82	11.04	0.22	2.00%	Per Semester - Laboratory Supplies
CPSC 100	12.19	12.43	0.24	2.00%	Per Semester - Printing Fee
CPSC 101	12.19	12.43	0.24	2.00%	Per Semester - Printing Fee
CPSC 150	36.57	37.30	0.73	2.00%	Per Semester - Upgrades on Course Software
CPSC 200	12.19	12.43	0.24	2.00%	Per Semester - Printing Fee
CPSC 230	18.28	18.65	0.37	2.00%	Per Semester - Laboratory Supplies
CPSC 231	18.28	18.65	0.37	2.00%	Per Semester - Laboratory Supplies
CPSC 250	36.57	37.30	0.73	2.00%	Per Semester - Course Materials

Course Fees	2024/25	2025/26	Change (\$)	Change (%)	Notes
CPSC 321	12.19	12.43	0.24	2.00%	Per Semester - Printing Fee
CPSC 704	12.19	12.43	0.24	2.00%	Per Semester - Printing Fee
EDUC 361	75.00	75.00	0.00	0.00%	Per Semester - Experiential Field Trip
EDUC 372	75.00	75.00	0.00	0.00%	Per Semester - Experiential Field Trip
EDUC 388	75.00	75.00	0.00	0.00%	Per Semester - Experiential Field Trip
ENGL 271	48.77	49.75	0.98	2.00%	Per Semester - Visiting Author Reading Fee
ENGL 470/670	48.77	49.75	0.98	2.00%	Per Semester - Visiting Author Reading Fee
ENGL 471/671	48.77	49.75	0.98	2.00%	Per Semester - Visiting Author Reading Fee
ENGL 472/672	48.77	49.75	0.98	2.00%	Per Semester - Visiting Author Reading Fee
ENGR 117	10.82	11.04	0.22	2.00%	Per Semester - Field Trip
ENGR 130	10.82	11.04	0.22	2.00%	Per Semester - Laboratory Supplies
ENGR 151	23.43	23.90	0.47	2.00%	Per Semester - Software License
ENGR 152	23.43	23.90	0.47	2.00%	Per Semester - Laboratory Supplies
ENGR 210	10.82	11.04	0.22	2.00%	Per Semester - Field Trip
ENGR 217	16.24	16.56	0.32	2.00%	Per Semester - Field Trip and Project Materials
ENGR 220	10.82	11.04	0.22	2.00%	Per Semester - Field Trip
ENGR 270	10.82	11.04	0.22	2.00%	Per Semester - Laboratory Supplies
ENGR 358	258.02	263.18	5.16	2.00%	Per Semester - Laboratory Supplies
ENPL 104	12.68	12.93	0.25	2.00%	Per Semester - Field Trip
ENPL 205	12.68	12.93	0.25	2.00%	Per Semester - Field Trip
ENPL 208	31.08	31.70	0.62	2.00%	Per Semester - Field Trip or Guest Speakers
ENPL 303	12.43	12.68	0.25	2.00%	Per Semester - Course Materials
ENPL 304	35.00	35.70	0.70	2.00%	Per Semester- Studio Supplies
ENPL 319	6.33	6.46	0.13	2.00%	Per Semester - Research Supplies
ENPL 320		25.00			Per Semester - Studio Supplies
ENPL 333				-	Field School (fees requested annually) - Okanagan
ENPL 409	12.43	39.00	26.57	214.00%	Per Semester - Field Trip
ENPL 415/619	31.70	32.33	0.63	2.00%	Per Semester - Mapping and Drawing Materials
ENSC 111	21.65	22.08	0.43	2.00%	Per Semester - Field Trip
ENSC 150	6.09	6.21	0.12	2.00%	Per Semester - Field Trip
ENSC 201	12.68	12.93	0.25	2.00%	Per Semester - Lab Equipment and Materials
ENSC 312	24.38	24.87	0.49	2.00%	Per Semester - Lab Equipment and Materials
ENSC 406	24.38	24.87	0.49	2.00%	Per Semester - Software License
ENSC 412	12.19	12.43	0.24	2.00%	Per Semester - Field Trips
ENSC 418	37.30	38.05	0.75	2.00%	Per Semester - Laboratory supplies
ENSC 454/654	48.77	49.75	0.98	2.00%	Per Semester - Field Trip
ENVE 318	50.63	51.64	1.01	2.00%	Per Semester - Laboratory Supplies
FNST 203	58.58	59.75	1.17	2.00%	Per Semester - Field Trip
FNST 249	30.47	31.08	0.61	2.00%	Per Semester - Field Trip
FNST 280	121.89	124.33	2.44	2.00%	Per Semester - Laboratory Supplies

Course Fees	2024/25	2025/26	Change (\$)	Change (%)	Notes
FNST 281	30.47	31.08	0.61	2.00%	Per Semester - Laboratory Supplies
FNST 451	58.58	0.00	0.00	0.00%	Per Semester - Field Trip
FSTY 201	6.09	6.21	0.12	2.00%	Per Semester - Laboratory Supplies
FSTY 205	66.59	67.92	1.33	2.00%	Per Semester - Experiential Learning
FSTY 209	6.21	6.33	0.12	2.00%	Per Semester - Laboratory Supplies
FSTY 305	31.08	31.70	0.62	2.00%	Per Semester - Field Trip
FSTY 317	18.28	18.65	0.37	2.00%	Per Semester - Laboratory Supplies
FSTY 403	55.20	56.30	1.10	2.00%	Per Semester - Field Trip
FSTY 407	30.47	31.08	0.61	2.00%	Per Semester - Field Trip
FSTY 408	6.09	6.21	0.12	2.00%	Per Semester - Laboratory Supplies
FSTY 425	186.52	190.25	3.73	2.00%	Per Semester - Field Trips Required
FSTY 499	121.89	124.33	2.44	2.00%	Per credit/module
GEOG 111	40.00	40.80	0.80	0.02	Per Semester- Field trip
GEOG 210	19.01	19.39	0.38	2.00%	Per Semester - Laboratory Supplies
GEOG 212	48.77	49.75	0.98	2.00%	Per Semester - Field Trips Required
GEOG 311	18.65	19.02	0.37	2.00%	Per Semester - Field Trips
GEOG 333		1,500.00	1,500.00	-	Field school (fees requested annually) - QRRC
GEOG 333		2,000.00	2,000.00	-	Field school (fees requested annually) - Guatemala
GEOG 405/605	62.17	63.41	1.24	2.00%	Per Semester - Field Trips
GEOG 411/611	50.72	51.73	1.01	2.00%	Per Semester - Field Trips
GEOG 414	18.28	18.65	0.37	2.00%	Per Semester - Lab Fees
HHSC 112	24.87	25.37	0.50	2.00%	Per Semester - Laboratory Supplies
HHSC 325	29.28	29.87	0.59	2.00%	Per Semester - Laboratory Supplies
HHSC 326	29.28	29.87	0.59	2.00%	Per Semester - Laboratory Supplies
IASK 101	24.38	24.87	0.49	2.00%	Per Semester - Field Trip
IASK 103	24.38	24.87	0.49	2.00%	Per Semester - Field Trip
IASK 104	24.38	24.87	0.49	2.00%	Per Semester - Field Trip
IASK 107	23.43	23.90	0.47	2.00%	Per Semester - Field Trip
INTS 498			75.00	-	Field school (fees requested annually) - Local Sites
INTS 698			75.00	-	Field school (fees requested annually) - Local Sites
NREM 100	12.68	12.93	0.25	2.00%	Per Semester - Field Trips
NREM 203	6.09	6.21	0.12	2.00%	Per Semester - Field Trips
NREM 204	18.28	18.65	0.36	2.00%	Per Semester - Field Trips

Course Fees	2024/25	2025/26	Change (\$)	Change (%)	Notes
NREM 210	6.09	6.21	0.12	2.00%	Per Semester - Laboratory Supplies
NREM 333/NRES 761	822.83	839.29	16.46	2.00%	Per Field Camp
NREM 413	40.20	41.00	0.80	2.00%	Per Semester - Field Trip
NRES 763		2000.00			Per Semester - Field Trip
ORTM 100	52.76	53.82	1.06	2.00%	Per Semester - Field Trip
ORTM 200	25.37	25.88	0.51	2.00%	Per Semester - Field Trip
ORTM 202	32.32	32.97	0.65	2.00%	Per Semester - Field Trip
ORTM 205	146.29	149.22	2.93	2.00%	Per Semester - Field Trip
ORTM 300	38.05	38.81	0.76	2.00%	Per Semester - Lab Fee
ORTM 305	46.17	47.09	0.92	2.00%	Per Semester - Field Trip
ORTM 332	182.86	186.52	3.66	2.00%	Per Semester - Project Wild Certification Fee and Field Trip
ORTM 333		815.00	0.00	-	Field school (fees requested annually) - Ft St James
PHYS 100	12.19	12.43	0.24	2.00%	Per Semester - Laboratory Supplies
PHYS 110	12.19	12.43	0.24	2.00%	Per Semester - Laboratory Supplies
PHYS 111	12.19	12.43	0.24	2.00%	Per Semester - Laboratory Supplies
PHYS 115	12.19	12.43	0.24	2.00%	Per Semester - Laboratory Supplies
PHYS 202	12.19	12.43	0.24	2.00%	Per Semester - Laboratory Supplies
PHYS 206	12.19	12.43	0.24	2.00%	Per Semester - Laboratory Supplies
PHYS 305	12.19	12.43	0.24	2.00%	Per Semester - Laboratory Supplies
PHYS 402	12.19	12.43	0.24	2.00%	Per Semester - Laboratory Supplies
SOCW 401 - PG ONLY	57.43	0.00	0.00	0.00%	Per Semester - Field Trips - no incremental increase
SOCW 422	48.77	49.75	0.98	2.00%	Per Semester - Course Materials

Other Fees

Orientation Fee	44.17	45.05	0.88	2.00%	One time fee, new students only
International Deposit Undergraduate	1,500.00	9000.00	7500.00	500.00%	
International Deposit Undergraduate Domestic rate	1,500.00	1850.00	350.00	23.00%	
International Deposit Graduate	1,500.00	1500.00	0.00	0.00%	

Housing Fees

Housing Rent - 2 Bedroom	3,334.50	3,634.61	300.11	10.00%	Annual increases
Housing Rent - 4 Bedroom	2,923.25	3,186.50	263.25	10.00%	Annual increases
Meal Plan - 5 Day	2,921.00	3,213.00	292.00	11.00%	Annual increases
Meal Plan - 7 Day	3,094.00	3,342.00	248.00	9.00%	Annual increases
Suite Change fee	125.00	125.00	0.00	0.00%	Annual increases
Residence Application Fee	30.00	30.00	0.00	0.00%	Annual increases
Residence Bedding Package fee	35.00	35.00	0.00	-	Annual increases
Residence Parking	235.50	240.00	4.50	2.00%	Annual increases
Residence Life Fee	52.00	55.00	3.00	6.00%	Annual increases
Residence Infrastructure Fee	31.00	35.00	4.00	14.00%	Annual increases

**Governance and Human Resources Committee  
Report to the UNBC Board of Governors**

**Date(s) of meetings since last report: Sept 11, Oct 23, Nov 13 and Nov 19, 2025**

**Topics reviewed and recommendations made:**

**1. Governance**

- Recommendations to the Board:
  - Governance Action Plan 2025/26
  - Naming Recommendation
  - Memorandum of Understanding (MOU) between UNBC and the University of the Arctic
  - Memorandum of Understanding (MOU) between UNBC and Gakushuin University
- Reviewed and Discussed the Health and Safety Annual Report
- Reviewed and Discussed the Sexual Violence and Misconduct Prevention Report
- Reviewed and discussed the Market Differentials - July 1, 2025
- Reviewed the Annual Board Rules, Board Attendance and Schedules of Board meetings
- Appointed Board members VP Finance & Admin search committee – D. Callaghan
- Appointments to the Presidential Search Committee
- Received Letter from Dr. Geoffrey W. Payne to the Board of Governors– Confidential

**2. Human Resources**

- Bargaining Update from Geoff Tierney
- Recommendations to the Board:
  - Appointment of the Interim Appointment
  - Interim President's contract executed
- Reviewed and discussed Board of Governors Appointment Delegation Policy
- Reviewed Annual Market Differentials Report
- Reviewed and Discussed the Presidential Search and Appointment
  - Update on the Interim Appointment
  - Search Committee Composition
  - DRAFT Timeline Appointment of a New President and Vice Chancellor
  - Discussion of the Consultation plan for the Search
  - Search and Recommendation for the Selection of the President and Vice-Chancellor Procedures
  - Expressions of Interests
  - Consultation with President's Executive Councils
  - List of all senior academic officers and all regional faculty and employees
  - Discussion about Selection and Recruitment of Vice President Finance and Administration

Motion Number (assigned by  
Steering Committee of Senate): S-202509.14

**SENATE COMMITTEE ON ACADEMIC AFFAIRS**  
**PROPOSED MOTION**

**Motion:** That the following agreement with the University of the Arctic (UArctic) be renewed and approved under the previously agreed terms and conditions.

**Effective Date:** Upon signing of both parties

**Rationale:** This agreement is in support and renewal of an already existing exchange agreement between UArctic members. The north2north program is an exchange program that allows students to participate in exchange with UArctic member institutions in the absence of direct bilateral exchange partnerships allowing expanded opportunities for students. This agreement is already in line with current commitments as UNBC already commits 1-2 tuition waivers per year as per the original agreement.

**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):** 6 pages

**INFORMATION TO BE COMPLETED AFTER SENATE COMMITTEE ON ACADEMIC AFFAIRS MEETING**

**Brief Summary of Committee Debate:**

**Motion No.:** SCAAF 202509.14

**Moved by:** Jared Hirt

**Seconded by:** Nicole Neufeld

**Committee Decision:** CARRIED

**Approved by SCAAF:** September 10, 2025

**Date**



**Chair's Signature**

**For recommendation to** ✓, **or information of** \_\_\_\_\_ **Senate.**



**Agreement for Multilateral Exchange  
between the University of the Arctic (UArctic ry)  
and all north2north Members Institutions**

By joining the mobility program of UArctic north2north, each Higher Education Institution enters into an agreement to participation in a multilateral exchange between all north2north participating institutions.

As stated in the north2north Program Guidelines, participating institutions will regard this agreement equal to a bilateral agreement for sending and receiving students and staff without requiring an additional bilateral agreement from other participating institutions in the program (except where National Law requires a bilateral agreement).

Participating institutions, where tuition fees apply, commit to offer to north2north at least one tuition waiver each academic year; the offer of the waiver should happen without setting an institutional preference as it would be considered as discrimination.

In addition, participating institutions will make their best effort to provide travel funding to enable the participation of the north2north institutional coordinator in the national (if applicable) and international north2north meetings.

This agreement shall enter into force on the date of the last signature below and shall remain in effect for as long as the Higher Education Institution remains in the north2north Mobility Program.

Name of Higher Education Institution:

**UArctic ry**

Name: Lars Kullerud

Name:

Function: President

Function:

Date, Signature and stamp:

Date, signature and stamp:

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**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

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

**REPORT TO:**

**UNBC BOARD OF GOVERNORS AND BOARD COMMITTEES**

<b>Subject:</b>	<b>2025 Health and Safety Report</b>
<b>Audit &amp; Risk Committee</b>	<b>Meeting Date:</b>
<b>Finance &amp; Investment Committee</b>	<b>Meeting Date:</b>
<b>Governance &amp; Human Resources Committee</b>	<b>Meeting Date: November 13, 2025</b>
<b>UNBC Board of Governors</b>	<b>Meeting Date:</b>
<b>Submitted By:</b>	Anne Adeniyi-Faleye, Director, Enterprise Risk, Strategy and Transformation
<b>Please note other guests to be in attendance:</b>	
<b>Appendices:</b>	Summary of Statistics and Explanation of Key Terms

# 2025 Health and Safety Report

## 1.0 Introduction

This report outlines UNBC's Occupational Health and Safety (OHS) performance, compares it with other post-secondary institutions using WorkSafeBC metrics, summarizes the key health and safety initiatives implemented during the year, and provides a forward-looking perspective.

UNBC's health and safety performance continues to demonstrate positive trends in safety culture and risk management. Minor injury reporting has increased significantly, while severe injuries have declined. This shift reflects greater employee engagement with safety protocols and proactive reporting of hazards and near misses. Experience rating improvements indicate strong progress in managing claim costs and supporting timely return-to-work practices. Continued focus on hazard identification, injury prevention, and efficient return-to-work strategies will be crucial to sustaining these gains.

## 2.0 Highlights of Statistics

Minor injury reporting continues to increase. Specifically, in 2022, we recorded 13 first aid incidents and in 2023, first aid incidents rose to 20. In 2024, 23 first aid incidents were reported, and so far in 2025, the number has reached 37. The increase in first aid cases reflects a positive trend: employees are more frequently seeking treatment for minor injuries rather than ignoring them.

Hazard and near-miss reporting have also improved substantially in recent years. Only one near miss was reported in each of 2022 and 2023, followed by an increase to three (3) in 2024. In 2025, 14 near misses have been reported to date. Hazard reporting shows similar progress, rising from 38 in 2022 to 96 in 2023, then to 177 in 2024, with 134 reported so far in 2025. These increases indicate a strengthening safety culture, as employees are more proactive in identifying and reporting risks.

Two of the three employees who sustained injuries requiring time off work returned on modified duties, accounting for 70 days of modified work. We will continue our efforts to support timely return-to-work for all injured employees.

Our experience rating has improved considerably since 2024. In 2024, our experience rating was 46.5%, this dropped to 24.1% in 2025. WorkSafe BC recently reported that our 2026 experience rating will be 8.5%. This improvement reflects relatively low claim costs and demonstrates our commitment to protecting workers and facilitating their return to work as quickly as possible.

The injury rate, which measures time-loss injuries relative to hours worked, appears steady. Whilst the data for the average injury rate for 2023 – 2025 has not been published, the average for 2021–2023 was 0.6, and the average for 2022–2024 was also 0.6. The three-year average for serious injuries has shown a marked improvement, decreasing from 12.5% for the 2021–

2023 period to 5.9% for 2022–2024. At the time of this report, all injured employees have successfully returned to work.

*Refer to appendices for a summary of the statistics as well as explanation of key terms.*

### **3.0 Summary of Key Activities**

Enhancing a positive safety culture remains a priority in 2025, supported by monthly OHS newsletters and leadership updates that address twelve key aspects of corporate safety programs. Key initiatives include campus-wide implementation of the TrackTik system, updating the Fire Safety Plans, and improvements to field safety tracking and communication. Injury prevention and return-to-work practices continued to receive strong emphasis. Supported by the Joint Occupational Health and Safety Committee, inspections and investigations were conducted to identify hazards and prevent injuries.

Comprehensive laboratory inspections were completed to address risks associated with long-term chemical storage. These inspections identified physical and chemical hazards and informed mitigation plans. Mercury-containing apparatus was removed and safely disposed of, and fridges, freezers, and cabinets were reviewed to eliminate dangerous products in extended storage. Long-standing biological and chemical waste inventories were prioritized for removal and outdated or unused equipment were cleared to create essential storage space. A full chemical inventory is underway, with completion achieved in one Laboratory building. Additional improvements to safety signage and laboratory processes will further protect staff and students. We continue to collaborate with researchers and faculty to promote a strong safety culture.

### **4.0 Looking Ahead**

Fire Safety Plans across campus are being updated internally to reduce costs. A key priority for 2026 will be collaboration between Safety and HR to strengthen return-to-work practices, ensuring injured employees transition to modified duties or resume regular roles as soon as it is safe. Each day of lost time significantly impacts future experience ratings, so a structured return-to-work process will be developed in partnership with HR and the Employee Wellbeing team. This approach will support injured employees while reducing absence duration and associated costs, ultimately improving experience ratings.

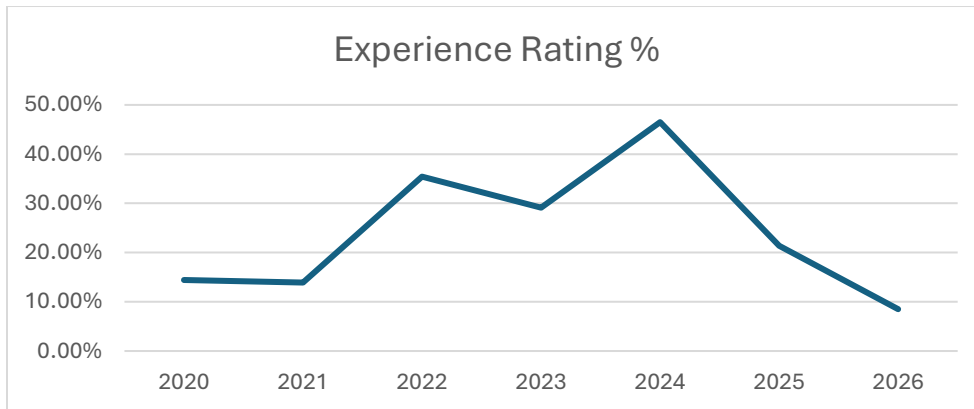
Enhancements to the UNBC Safe App are underway to support Working Alone strategies. The updated app will provide a documented, semi-automated process to ensure employee safety during isolated work.

## Appendix 1 - UNBC OHS Statistics

UNBC OHS Statistics					
UNBC Total	2022	2023	2024	Jan – Oct 2024	2025 YTD
Hours worked	1,187,601	1,259,857	1,242,880	1,002,264	1,048,142
Lost Time Incidents	10	2	5	3	3
Lost Time Days	470	678	331	185	142
Days lost for injuries in current year	292	6	330	184	158
Medical Treatments	3	3	1	1	5
First Aids	13	20	23	15	37
Near Misses	1	1	3	1	14
Potential Hazards	38	96	177	65	134
Modified Duties	To be measured in 2025				2 employees (3 returned: 100%)
Modified Days	To be measured in 2025				70 days
Injury Duration	31	35	47	37	132
Total Claim Cost	\$124,658	\$231,890	\$275,593	\$48,281	\$62,402
Costs paid this year for injuries this year	\$52,502	\$2,955	\$65,693	\$40,609	\$33,651
LT Severity	79.2	108	53.3	29.8	27.1
LT Frequency	1.68	0.317	0.805	0.483	0.572

## Appendix 2 - WorkSafeBC Benchmarking

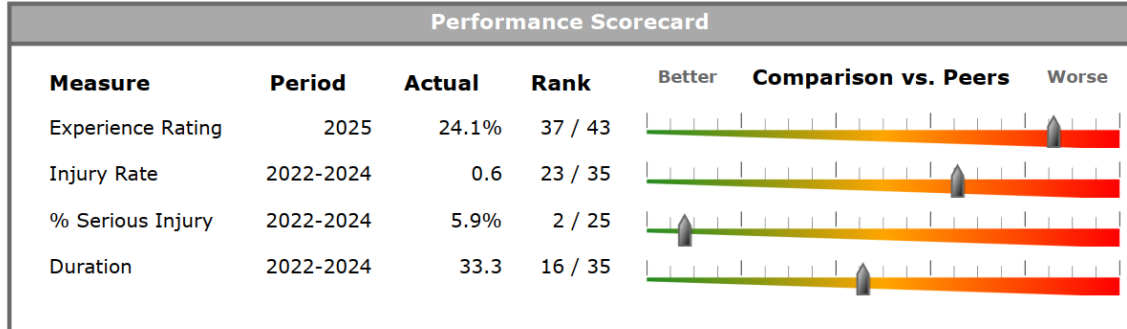
### Appendix 2.1 – Experience Rating Trend



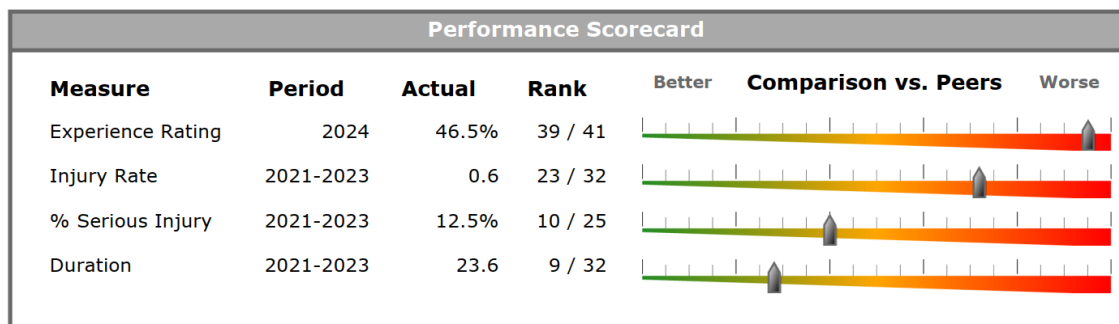
The graph shows our Experience Rating (ER) from 2020 to 2026.

Year	2020	2021	2022	2023	2024	2025	2026
ER	14.40%	13.90%	35.40%	29.10%	46.50%	21.40%	8.50%

### Appendix 2.2 - 2025 Performance Scorecard



### Appendix 2.3 - 2024 Performance Scorecard





## **Appendix 3 - Explanation of Key Terms**

### **Experience Rating**

WorkSafeBC sets their insurance rates by calculating an ‘experience rating’ for each corporation. This compares each corporation to others in the same economic group, based on claims cost for each business. More lost time due to injuries and higher medical costs translates to a higher surcharge; corporations that achieve fewer serious injuries and lower costs will enjoy a discount. This is a key comparator for every business and incentivizes safety excellence. UNBC’s experience rating has improved significantly in the last three years.

Experience rating is calculated based on a rolling 3-year period, so the 2026 experience rating is based on cost from 2022, 2023 and 2024. 2024 exerts the most impact on the 2026 rating.

### **Base Rate**

The experience ratings of corporations modify the ‘base rate’ of the industrial group. UNBC is in a low-risk industry (the base rate of post-secondary education is very low compared to the construction or heavy industry). In 2024, the base rate was \$0.27 / \$100 of payroll, with a surcharge of 46.5%, a net rate of \$0.40/\$100 brought our assessment to \$300,240 for the year. This is why the experience rating is so critical to corporations. WorkSafe premiums can vary greatly, putting safer businesses in an advantageous position.

### **Claims Costs**

Claims costs can be difficult to quantify and understand due to the rolling windows of calculation. WorkSafe attaches claims to the year of injury, so costs can accumulate for years after a serious injury but will be tabulated to the original year of the injury.

**BRIEFING NOTE FOR: GOVERNANCE & HUMAN RESOURCES COMMITTEE**  
**UNBC BOARD OF GOVERNORS AND BOARD COMMITTEES**

<b>Subject:</b>	Sexual Violence and Misconduct Prevention	
<b>Governance &amp; Human Resources Committee</b>	<b>Meeting Date:</b> November 13, 2025	<b>Purpose:</b> <input checked="" type="checkbox"/> Information <input type="checkbox"/> Discussion <input type="checkbox"/> Seeking Direction <input type="checkbox"/> Approval
<b>Submitted By:</b>	Jennifer Dawson, Director, Human Resources	
<b>Please note other guests to be in attendance:</b>		
<b>Appendices:</b>	Memorandum October 2025 Board Report – Sexual Violence and Misconduct Prevention	
<b>Motion Number:</b>		

## MEMORANDUM

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**TO:** The Board of Governors

**FROM:** Jennifer Dawson, Director, Human Resources, and  
Rachelle Munchinsky, Interim Director, Students

**DATE:** October 28, 2025

**RE:** Sexual Violence and Misconduct Prevention

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Prepared on the traditional Territory of the Lheidli T'enneh, this report highlights UNBC's ongoing commitment to sexual violence and misconduct (SVM) prevention and response. Over the past year, UNBC has made significant progress by redesigning its SVM website to provide clear, survivor-centered pathways to support, reporting, and disclosure, and by launching the Respect, Educate, Empower Survivors (REES) online reporting platform to expand secure options for students. These improvements were delivered in close partnership with the Northern Women's Center, Restorative Relations and Student Supports, Student Health and Wellness, the Office of Equity and Inclusion, Housing and Residence Life, Human Resources, and Communications and Marketing.

Key initiatives included the continued Consent Campaign, targeted information sessions, and the prioritization of BCcampus training resources to strengthen education and support across campus. Reporting pathways were further enhanced with the addition of a "Sexual Violence and Misconduct" button on the MyUNBC portal and app, making resources more accessible than ever. UNBC is also advancing privacy and compliance for REES and preparing to align policies and procedures with the proposed [Sexual Violence Policy Act \(Bill 18\)](#) from the Province (first reading October 2025).

Recent leadership transitions have created new challenges for the Response & Support Team (RST), which is now focused on capacity building, sustainability planning, and clearing the investigations backlog. As UNBC moves forward, the following sections detail progress in education and training, reporting, policy modernization, and service delivery, along with steps to ensure continuity and improvement in the months ahead.

### **Education, Resources and Training**

Over the past year, UNBC continued to center consent education through the Consent Campaign and related web content. The updated [Consent page](#) emphasizes "More than a Yes"—positioning consent as clear and ongoing and extends consent beyond sexual situations to everyday interactions (e.g., asking before hugging or posting a photo). It also connects learners directly to campus supports, including the

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Northern Women's Centre, Restorative Relations and Student Supports, Student Health and Wellness, the Office of Equity and Inclusion, and other resources.

To help employees support students confidently, information Sessions were offered in Winter 2025 on Sexual Violence Prevention & Response Resources for Students, Staff and Faculty at UNBC, covering available supports and a walkthrough of REES as UNBC's secure online tool.

Looking ahead, we will prioritize [BCcampus training resources](#) to scale consistent, trauma-informed education across our community:

- Synchronous workshops (ready-to-run facilitation guides):
  - *Consent & Sexual Violence* (90 min) – foundations of consent and creating a culture of consent.
  - *Supporting Survivors* (90 min) – how to listen, believe, and connect individuals to supports; clarifies disclosure vs. reporting.
  - *Accountability & Repairing Relationships* (four × 90 min) – a series for individuals informed they have caused harm, centering accountability and repair.
- Asynchronous/self-paced:
  - Safer Campuses for Everyone (75-min online course; student and staff/faculty versions), with implementation guidance and open files for LMS delivery.

## Reporting

Students can now access reporting and disclosure options directly from the updated SVM website and via the new “Sexual Violence and Misconduct” button on the Safety & Security card in the MyUNBC portal and mobile app. The site clearly distinguishes a disclosure (sharing information; does not initiate an investigation) from a formal report (submitted to the RST to initiate an investigation) and explains how the RST guides individuals through each step. REES provides a secure online route to create a record and choose pathways—Anonymous Report (*treated by UNBC as a disclosure*), Connect to My Campus, and Repeat Perpetrator Identification (RPI)—with plain language guidance on what each pathway can trigger. UNBC will strengthen privacy and compliance requirements for REES in Fall 2025, aligning web content, consent/collection statements, and internal procedures to ensure survivor-centred, policy-aligned practice.

## Policy Review

UNBC's Sexual Violence and Misconduct Prevention and Response Policy and Procedures were last revised in November 2020 and are scheduled for review every three years; as a result, the policy is now past its review window and as result, reviewing the policy is a priority.

On Oct. 6, 2025, the Province introduced [Bill 18 – 2025: Sexual Violence Policy Act](#) (first reading). If enacted, Bill 18 will repeal and replace the 2016 Sexual Violence and Misconduct Policy Act and introduce several new and strengthened requirements for public post-secondary institutions, including:

- Set Objectives for Sexual Violence policies that promote a culture of consent and accountability with proactive prevention and response.
- Expand scope of policies beyond students to include faculty, employees, contractors and volunteers.
- Enhance consultation requirements to ensure effective policy reviews, by including student representation.
- Update language and terminology to better reflect best practices.

- Provide express disclosure authority for institutions to give survivors information on investigation outcomes.
- Increase transparency and accountability in annual reports through public availability of reports, including information on prevention and response efforts.
- Expand regulation-making authority to ensure consistent policies across BC.

The Ministry also announced a [12-action Post-Secondary Sexual Violence Action Plan](#) to strengthen prevention, response, data, and consultation across the sector.

As we review the UNBC Sexual Violence and Misconduct Prevention and Response Policy, we will ensure the review considers alignment with Bill 18 to ensure compliance, clarity for survivors, and consistent institutional practice.

### **Website**

UNBC's Sexual Violence & Misconduct website was significantly redesigned this year to make support, reporting, and disclosure options easier to find and understand. The site now features clear pathways to campus and community resources, plain language definitions distinguishing disclosure from formal reporting, and survivor-centered guidance throughout. Consent education is embedded, and a new "Sexual Violence and Misconduct" button on the MyUNBC portal and app gives students direct access to these resources. Ongoing updates this fall will further strengthen privacy and compliance for REES, align content with upcoming legislative changes (Bill 18), and ensure the website remains fully synchronized with UNBC's evolving policies and procedures.

### **Reporting October 2024 to October 2025**

- The RST has received three (3) formal reports from students during this period
  - All students were provided with and/or received UNBC supports
  - One led to a formal joint UBC investigation, with legal support (completed)
  - One led to a formal investigation and is near completion
  - One led to a formal investigation and is ongoing
- The RST has also received five (5) disclosures from students during this period
  - All students were provided with and/or received UNBC supports
  - Three disclosures were anonymous
  - Two disclosures were made by a third party
  - One disclosure involved a non-UNBC student and an under-aged student and was reported to RCMP
  - One disclosure did want to pursue formal reporting
- The RST received zero (0) formal reports or disclosures from staff or faculty during this period

## Office of the President – Board Report

### November 27, 2025

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As of October 4, 2025, I have assumed the role of Interim President and Vice-Chancellor. During this transition, I have been balancing prior research commitments while gaining a deeper understanding of the scope and priorities of this position. Four key priorities were identified to guide the University's work over the next 9 to 18 months:

1. Student Enrolment
2. Fiscal Accountability
3. Organizational Structure
4. Leadership Development

This report summarizes progress to date, incorporating updates from the Office of the President, Office of Indigenous Initiatives, Office of the University Secretary, and Athletics & Recreation, as well as on broader areas of presidential responsibility.

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## 1. Student Enrolment

*READY Foundation Goal 1 - Support fulfilling student learning journeys*

### 1.1. Senate Enrolment Reports – Implemented

At the October meeting of Senate, the first iteration of the new enrolment report was presented with a more comprehensive and robust dataset to support improved decision-making in enrolment planning and academic program management. Refinements will be incorporated into the next three reporting cycles.

### 1.2. Strategic Enrolment Plan – Initiated

Discussions have begun regarding the development of the Plan that will enable the University to focus limited resources effectively, while maintaining the flexibility to adapt to changing circumstances on a semester-by-semester basis.

Additional components underway include:

- A review of financial awards processes is underway to ensure stronger alignment with recruitment and retention goals.
- Planning for 2026–27 recruitment activity, with impacts from new planning expected in 2027–28.
- Recognition that enrolment decisions must be made at least 18 months in advance due to the length of the recruitment cycle.

### 1.3. Indigenous Student Enrolment and Support – In Progress

First Nations Center with Office of Indigenous Initiatives work collaboratively to support retention and empowerment of Indigenous students.

- Relunched the Supporting Aboriginal Graduate Enhancement (SAGE) Program in the renovated First Nations Centre Research Studio.
- Implemented a successful Visiting Indigenous Youth Pilot Program in partnership with the Tsay Keh Dene Nation, establishing a prototype for future campus immersion initiatives.
- Planning underway for establishing an Indigenous Advisory Council to support the AVP Indigenous and engage with Executive leadership and the Board

#### **1.4. Student-Athlete Enrolment and Retention**

Athletics and Recreation continue to contribute to recruitment, retention, and student engagement through varsity and recreation programming. Enhanced student-driven programming and mental wellness support contribute to strong retention and engagement outcomes. Key data:

- Current roster is 80 student-athletes with a retention rate of 94%—demonstrating program strength, stability, and student experience quality.
  - 23 new varsity athletes recruited for 2025–26; 7 confirmed for 2026–27 with projections of 15–20.
  - Intramural participation has tripled, driven by student-led initiatives and representing an opportunity to support enrolment and retention strategy.
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## **2. Fiscal Accountability**

### **2.1. Actual vs Budget 2025-26 review of spending – *In Progress***

The Office of Finance is meeting with all budget holders to review current actuals and projected expenditures. These meetings also inform next year's budget development and strengthen financial accountability across units.

### **2.2. Development of Budget 2026–27 and beyond – *In Progress***

Working with the Director of Finance and Provost, we are refining the budget process to ensure it more directly supports UNBC's academic mission and strategic priorities. For 2026–27, modest procedural improvements will be introduced while broader process changes are prepared for future implementation.

### **2.3. Recruitment of Vice President Finance and Administration – *In Progress***

Preparations are underway to establish the search committee for the VPFA, a key role in supporting the Office of the Provost and advancing financial sustainability.

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## **3. Organizational Structure**

*READY Foundational Goal 3 - Attracting and retaining outstanding people*

### **3.1. Review of the structure – *In Progress***

A review of the organizational charts provided to the Board in September is now underway. This work will assess alignment between current reporting structures, institutional priorities, and fiscal realities. The goal is to ensure the organization is structured to support efficient decision-making, accountability, and sustainable operations.

A more comprehensive update, including proposed adjustments or areas for further analysis, will be presented at the next Board meeting.

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## **4. Leadership Development**

*READY Foundational Goal 3 - Attracting and retaining outstanding people*

### **4.1. Leadership Development Framework – *In Progress***

With the UNBC Ready to Lead practices now in place, the next step is to establish a Leadership Development Framework to support leaders at all levels. This framework will:

- Build capacity for inclusive and accountable decision-making
- Strengthen alignment with UNBC's strategic priorities
- Support emerging, mid-level, and senior leadership

Supporting activities underway include:

- Cultural competency and leadership programming delivered by the Office of Indigenous Initiatives and Office of Equity and Inclusion.
- Governance and compliance leadership engagement led by the University Secretary related to Public Interest Disclosure Act (PIDA) readiness.
- Communication and support of decision making at the appropriate level.

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## 5. External Presidential Responsibilities

*READY Theme 4 – Goal 1: Value and leverage UNBC's connections to place and people to solve locally and globally relevant challenges.*

Over the past six to seven weeks, I have actively engaged with students, staff, faculty, elected officials, and community members through a variety of engagement approaches.

The Office of the Vice-President Research and Innovation hosted several events that helped strengthen federal and research funding relationships. UNBC's proactive engagement was noted positively by other university presidents at the recent Universities Canada meeting and was well received by parliamentarians and representatives of national research funding agencies.

Through formal meetings, community outreach, and social media engagement, I continue to emphasize UNBC's role in creating impact "from campus to community" and strengthening northern and national resilience.

### ***Travel***

Times Higher Education World Academic Summit: "Universities as agents of progress: Developing vision and implementing strategy" – outcomes: Meetings scheduled to enhance international awareness of UNBC, in particular research and teaching.

Universities Canada (UC) President's Fall Membership Meeting: "Delivering on national and sector priorities." – outcomes: confirmed UNBC's commitment to UC's marketing campaign and federal advocacy positions. Also attended Alex Usher's invitational discussion on international student recruitment, an alumni event, and "UNBC Day on the Hill" with invited parliamentarians.

CAUBO/FBS annual conference: "Navigating Uncharted Waters" outcomes – ensure UNBC presence at this national meeting of Provosts and labour relations. Summary report provided to the Provost.

### ***Upcoming travel:***

Victoria: Provincial government meetings (planning phase may occur in December or January)



## REPORT TO:

### UNBC BOARD OF GOVERNORS

<b>Subject:</b>	<b>UNBC Senate Report</b>
<b>UNBC Board of Governors</b>	<b>Meeting Date:</b> Sept 19, 2025
<b>Submitted By:</b>	Office of the University Secretary
<b>Prepared By:</b>	Alexandra Parent, Associate University Secretary

## REPORT:

- Regular Senate meetings were held on September 24, 2025, and October 22, 2025.
- Senate continued its usual business of course revisions, approvals, and other academic and calendar updates.
- Senate received:
  - A presentation on the Search and Recommendation Process for the Selection of the President and Vice-Chancellor.
  - A presentation on Co-operative Education at UNBC.
  - President's Reports – Updates from the Interim President, Provost, and Registrar.
  - Provost's Report – Introduction of Dr. Michel Beaulieu as Provost.
  - Registrar's Reports:
    - Fall 2025 enrolment declined by 3% FTE and 2.5% headcount, with decreases in international students offset by slight domestic growth.
    - Winter 2026 applications are trending down overall, but domestic graduate admissions have increased.
    - Summer 2025 enrolment decreased by 8.7% headcount year-over-year.
    - Contributing factors include IRCC policy changes, increased financial requirements for international students, and sector competition.
  - Regional Activities – Updates on academic planning and community engagement.
  - Memoranda of Understanding:
    - Renewal of the agreement with the University of the Arctic.
    - Approval of a new MOU with Gakushuin University (Japan) for student exchange, effective April 2026.
  - Annual Report on the Harassment and Discrimination Policy.
  - Responses to the External Review of Degree Program(s) Report, Action Plan, and Progress Reports for History, Chemistry, Nursing, and Psychology.
- Regular Senate meetings were held on September 24, 2025, and October 22, 2025.
- Other Highlights:
  - Call for nominations for 2026 Convocation issued.
  - Committee Appointments – Senate filled vacancies across Academic Affairs, Admissions and Degrees, Nominations, Scholarships and Bursaries, and University Budget committees. Faculty representatives were also appointed to the President and Vice-Chancellor Search and Recommendation Committee.
  - Student Senators – New student senators began their term on September 1, 2025.

## Provost's Report to the Board of Governors

November 5, 2025

I will be working to fine-tune the format and information to be presented in my Board Reports. What will be driving the format will be the 8 priorities outlined in our [Ready Roadmap: Academic Plan 2025-2031](#).

### Driving Strategic Enrolment Growth and Impact (Enrolment)

- Academic Success Centre launched the RISE program and Academic Resiliency Plan.
- Student Life rebuilt the MyReadyGuide orientation module.
- Registrarial Team implementing Dean's List dashboard.
- Institutional Research enhancing enrolment reports with data visualization.
- Faculty of Science and Engineering continues Math Readiness, MACE, and outreach.
- Orientation and social media engagement are strengthening community and visibility across departments.
- Continuing Studies has seen an increase in registrations through the BC Future Skills Grant across key workforce training areas (Environmental Monitoring, Project Management, and Administrative Assistant certificates)

### Empowering Indigenous Voices & Knowledge at UNBC (Leadership Development and Enrolment)

- The Vice-Provost Graduate and Postdoctoral Studies launched SAGE Speaker Series with the Office of Indigenous Initiatives.
- The Faculty of Indigenous Studies, Social Sciences and Humanities hosted on Discovery Day Indigenous Storytelling with Dr. Nancy Stevens.
- The Division of Medical Sciences presented the Northern Hub for health research proposal at the "Day on the Hill" in Ottawa alongside Chancellor Darlene McIntosh.
- Student Success offers weekly support in the First Nations Centre.
- The Faculty of Environment has hired an Indigenous-focused graduate tutor in collaboration with the First Nations Centre.
- The Mathematics and Statistics department is actively seeking input from Indigenous outreach experts to better support Indigenous voices in its programs.
- The Centre for Teaching, Learning, and Technology (CTLT) is collaborating with the Office of Indigenous Initiatives to establish a Senior Lab Instructor (Indigenous Instructional and Curriculum) role to support integration of Indigeneity in teaching and learning.
- Continuing Studies has advanced the Indigenization of the Indigenous Entrepreneurship Micro-credential through collaboration with Indigenous and industry Subject Matter Experts.

### Transforming Curriculum and Pioneering Pedagogical Innovation (Enrolment)

- Two degree program review site visits completed this Fall; Seven program reviews completed; QAPA recommendations underway.
- Second MOT-N (occupational therapy) cohort graduating; 7 staying in the North.
- Accelerated Master's pathway approved by Faculty Councils and pending Senate approval.
- Deputy Registrar has proposed earlier curriculum deadlines.
- The Career Centre has launched the Experiential Learning Hub.
- Computer Science curriculum has been re-envisioned to include modern, market-relevant courses in machine learning, robotics, and web development.
- Mathematics faculty are collaborating on pedagogical innovation and interdisciplinary learning, particularly in engineering and data science.

### **Building a Bold and Inclusive Regional Strategy (Enrolment and Organizational Structure)**

- Provost to chair the Regional Council and the Terms of Reference for a committee to oversee the development of a UNBC Regional Plan are being finalized.
- The Vice-Provost Graduate and Postdoctoral Studies is building regional ties via Grad Experience Coordinator.
- The Faculty of Human and Health Sciences supported all regional Open Houses, emphasizing their programs in Education, Social Work, and Nursing. Dean Lachowsky has visited all regional campuses meeting with faculty and staff as well as external partners (e.g., Colleges, Health Authority, School Districts).
- Northern Medical Program students are participating in our second pilot year of the Northern Regional Integrated clerkship in small communities across the north (this year in McBride, Vanderhoof and Smithers).
- Student Success is holding in-person annual advising at regional campuses.
- CTLT and IT completed a regional needs analysis.
- The Faculty of Science and Engineering is promoting STEM through school partnerships and competitions.

### **Expanding Global Impact through International Strategy (Enrolment)**

- Director, Graduate reviewed international tuition and has submitted recommendations to the Provost.
- The International Centre is working on enhancing recruitment and supporting compliance.

### **Optimizing Resource Allocation for Maximum Academic Impact (Fiscal Accountability)**

- The Library is working to establish fair and equitable resourcing practices, supported by enhanced availability of data, and consistent metrics. It aims to cancel \$100,000 in subscriptions, community consultation underway.

### **Empowering Lifelong Learning and Enhancing the Role of Continuing Studies (Fiscal Accountability; Enrolment)**

- Continuing Studies has launched a new Forestry Micro-credential, in partnership with the Faculty of Environment and guided by insights from Forest Professionals BC (FPBC).

### **Championing Faculty Excellence and Development (Leadership Development)**

- The Vice-Provost Graduate and Postdoctoral Studies launched Foundations of Graduate Supervision (3 courses); Supervisor's Café (with CTLT); 3 Minute Thesis organization with faculties.
- The School of Nursing is undertaking a major project to develop and implement improved onboarding framework, resources, and process for all new nursing staff and faculty, including part-time instructors and clinical instructors.
- CTLT is leading the development and implementation of the learning outcomes framework.
- CTLT is participating in BCNet planning for a student learning experience tool, with a pilot anticipated in Fall/Winter 2026. It is also coordinating with first-year student support strategies through the First Year Instructors' Council.
- CTLT is providing faculty development through peer observation, mentoring, workshops, CTLT: Learning Cafés, pedagogical consultation, and guidance on responsible AI use.
- Interdepartmental efforts in the Faculty of Science and Engineering, such as collaborative research spaces and social events like the FSE Timberwolves Game Night, are working to foster a stronger academic and alumni community.

## MEMORANDUM

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TO: Dr. William J. Owen, Interim President and Vice Chancellor

FROM: Dr. Michel Beaulieu, Provost and Vice-President Academic

DATE: November 5, 2025

RE: University Promotion and Tenure Committee

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Dear Dr. Owen,




The University Promotion and Tenure Committee has received the notice that one (1) faculty member will be applying for tenure, thirteen (13) faculty members will be applying for tenure and promotion to Associate Professor, one (1) faculty member will be applying for promotion to Associate Professor, three (3) faculty members will be applying for promotion to Full Professor, one (1) Senior Instructor will be applying for promotion to SI III, one (1) Senior Instructor will be applying for continuation and promotion to SI II, one (1) Senior Lab Instructor will be applying for continuation and promotion to SLI II, one (1) Senior Lab Instructor will be applying for continuation and promotion to SLI III, and one (1) Senior Lab Instructor will be applying for promotion to SLI III.




The UPTC committee will meet in the second week of December.

The UPTC consists of the Provost, one (1) Dean, five (5) tenured faculty members, one elected by secret ballot by each Faculty, one (1) tenured faculty member, one (1) Senior Instructor, one (1) Senior Laboratory Instructor and one (1) Librarian appointed by the Faculty Association.

Maclean’s Magazine University Rankings Over Time

Rankings

-  = Fall in ranking  
 = Ranking stayed the same  
 = Ranking improved

		2025	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
Overall (out of 20 Universities)		2	2	2	2	1	5	2	2	2	1	1	2	3
Students who have won national awards		1	1	1	3	1	1	1	2	1	1	2	3	3
Student/Faculty Ratio		1	1	1	1	2	2	2	2	3	3	3	3	2
Faculty who have won national awards		4	4	4	8	2	11	12	6	5	5	4	4	4
SSHRC Grants		14	11	10	4	9	8	7	12	5	7	6	7	10
NSERC/CIHR Grants		8	8	8	7	8	7	8	13	14	13	10	9	8
Citations			N/A	N/A	N/A	N/A	N/A	4	10	8	7	10	N/A	N/A
Total Research Dollars		3	3	3	3	3	4	4	4	7	3	2	5	3
Operating Budget		3	4	2	3	3	3	1	1	1	6	4	6	5
Library Expenses		8	19	8	6	8	11	11	2	4	4	5	3	6
Library Acquisitions		7	6	11	6	1	9	9	9	1	2	2	1	10
Scholarships and Bursaries (% of expenses)		20	20	20	19	8	15	15	16	T15	15	16	15	16
Student Services (% of expenses)		14	6	T8	6	9	10	10	12	10	10	11	9	8
Reputational Survey (UNBC’s category only)		4	10	T6	4	11	10	6	7	7	8	9	9	11
National Reputational Ranking (out of 50 universities)		32	40	36	32	41	40	34	35	34	37	37	37	39
Most Innovative (out of 49)			39	34	31	35	39	28	33	28	30	36	34	39
Leaders of Tomorrow (out of 49)			29	28	28	39	36	28	32	26	34	33	26	30

Student Satisfaction Survey

Note – the student survey is no longer being conducted by Maclean’s

Category			Year of information release						
		2022	2021	2020	2019	2018	2017	2016	2015
Overall (out of 19 Universities)	↑	N/A	4	10	5	4	6	4	8
Course Instructors	↑	N/A	8	10	8	5	8	5	6
Student Life Staff	↑	N/A	5	8	6	3	7	2	12
Administrative Staff	↑	N/A	6	12	4	3	3	4	13
Academic Advising Staff	↓	N/A	14	10	10	6	5	7	-
Mental Health Services	↓	N/A	2	1	2	2	1	1	4
Extracurricular Activities	↑	N/A	7	13	7	7	7	4	5
Experiential Learning	↑	N/A	6	17	13*	9	6	8	-
Residence Living	↑	N/A	11	18	13*	11	11	9	16
Bureaucracy (Least Red Tape)		N/A	n/a	n/a	n/a	n/a	8	10	13
Steps to Prevent Sexual Assault	↑	N/A	5	11	4	4	4	10	10
Promoting Indigenous Visibility	↓	N/A	5	4	1	2	n/a	n/a	n/a

\* - Too few responses received on these two categories, so the prior year’s data was used.

**Office of the Vice President, Finance and Administration****Report to the UNBC Board of Governors**

**Submitted by: David Claus**     Director, Sustainable Facilities & Ancillary Services  
and Interim Operations Lead

**Meeting Date: November 27, 2025**

The VPFA portfolio is focused on two main objectives in relation to the UNBC Ready Plan: service excellence and continuous improvement. This group provides services to the academic and research areas which are the primary focus of the institutional mandate. The focus on service excellence emphasizes a culture of taking ownership and following up – all students and staff should experience world class support from the administrative support units. Continuous improvement will take shape in process improvement (*Is there a better way to do this?*) as well as cost efficiency (*Do we have to spend this money?*). A third area of emphasis is risk-informed decision making. Operational decisions are to be informed by a review of the risks involved, and move beyond the two dimensional impact/likelihood analysis to a four dimensional vulnerability+velocity/consequence+likelihood framework.

**1.0 Financial Services**

- 1.1 Continuing to optimize usage of existing software over the next few months. Procurement policy and procedure updates continue, including Indigenous procurement.

**2.0 Planning and Budgeting**

- 2.1 Shared a proforma baseline budget for 2026-27 with PEC, which will be refined and finalized in the coming months. One-on-one sessions with Deans/Directors in the next month will discuss financial performance versus budget and gather input for budget 2026-27. These collaborative sessions aim to empower leadership to manage their budgets more effectively.

**3.0 Human Resources**

- 3.1 Implementation of the Applicant Tracking System has started; completion expected by the end of December 2025. The recruitment strategy has paused while recruitment activities transition to the Office of Shared Services. Compensation planning for exempt employees is pending a mandate from PSEC.
- 3.2 Integrating data between UNBC and Sun Life systems, though challenges persist due to limited flexibility on Sun Life's end, requiring UNBC to develop workarounds.
- 3.3 The second annual Staff & Faculty orientation was a success with positive feedback highlighting the value of the sessions. Onboarding and training is developing a university-wide onboarding program and toolkit for managers, while also reviewing current training to identify gaps.

**4.0 Equity, Diversity, Inclusion and Accessibility (EDIA)**

- 4.1 Launched the first of six learning modules for staff (Accessibility 101) with a second to launch in late November. The goal is to have 25% of UNBC staff participate in this learning during the first year.

## 5.0 Shared Services Organizational Redesign

- 5.1 Implementation continues with a review of process workflows (seeking efficiencies) and an interim re-assignment of Recruiting and Wellbeing to Human Resources to retain information privacy compliance

## 6.0 Risk, Strategy and Transformation

- 6.1 Refresh of the institutional risk register is on schedule for completion in June 2026.
- 6.2 UNBC's WorkSafe BC experience rating has dropped from 46.5% in 2024 to 24.1% in 2025 and will be 8.5% in 2026. This improvement reflects relatively low claim costs and demonstrates our commitment to protecting workers and facilitating their return to work as quickly as possible.
- 6.3 The Employee Engagement and Service Culture Survey in early December will provide actionable, data-driven insights to help leadership enhance collaboration, improve workplace culture, and drive service-oriented initiatives.
- 6.4 Initiated a strategic planning cycle to help departments develop measurable goals, success indicators, and ensure alignment institutional priorities. The initiative promotes coherence, accountability, and engagement, reinforcing UNBC READY objectives and fostering a culture of collaboration and continuous improvement.

## 7.0 Facilities Management and Capital Planning

- 7.1 Capital planning has commenced for the coming fiscal year, and we are also improving the project review and approval process for projects in the five year capital plan. The upgrades to the boathouse at the Quesnel River Research Centre are under construction; this project continues to navigate significant challenges with archaeology, construction crew availability, funding deadlines and now winter weather.

## 8.0 Sustainability and Energy Management

- 8.1 Beginning a review of the Prince George campus heating and cooling systems to identify options for long term greenhouse gas reductions that are cost effective to operate. Significant capital investment will be required to make this transition and identifying sources of funds is part of the planning.

## 9.0 Ancillary Services

- 9.1 Ancillary Services achieved a **\$417,000 financial turnaround**, from a -\$279k deficit in September 2024 to +\$138k surplus in September 2025 YTD. Total revenues reached \$3.08M (+9.7%), driven by exceptional Northern Sport Center performance, strong residence operations, and improved service delivery.
- 9.2 Alignment with strategic priorities is highlighted through: **Enrolment Support:** NSC 16.6% revenue growth demonstrates compelling student amenity value; residence services maintaining strong profitability supporting student housing needs. **Fiscal Accountability:** \$417k turnaround through disciplined cost management; 6.6% expense reduction; transparent reporting. **Organizational Structure:** Parking/Retail integration for operational synergies; strategic recruitment; enhanced vendor management. **Leadership Development:** Strategic recruitment for high-impact positions; digital competency building; innovation culture. **READY Strategic Plan:** Northern Sport Center programming and residence living-learning communities cultivating curiosity; facilities demonstrating role as community hub empowering northern communities.



## **10.0 Land Trust Initiative**

- 10.1 The removal of the reverter clause on the land remains a significant obstacle to the future of the Land Trust. The proposed property transfer to the UNBC Land Trust raised no concerns through formal consultation with both Lheidli T'enneh First Nation and Nazko First Nation.
- 10.2 Next steps in the business case development are a detailed financial analysis of the project and a formal request for a Prince George City Council letter of support. A Statutory Right of Way has been registered so the stormwater piping can pass through the neighbouring property.

## SAFETY COMPLIANCE AND MODERNIZATION REPORT 2025

**Submitted By:** **David Claus** Director, Sustainable Facilities & Ancillary Services & Interim Operations Lead

**Submitted On:** **17 November 2025**

**Purpose:** Standing report to the Board of Governors indicating compliance status, issues related to safety regulations and major upcoming changes to these systems.

## Equipment Compliance with Safety Regulations

**1. Power Engineers, Boiler, Pressure Vessel, and Refrigeration Safety Regulation (B.C. Reg. 104/2004)**

The Power Plant and Bio Energy Plant, including all ancillary equipment, are currently being operated within the guidelines established under the regulation. The service and repair of all equipment under the regulation are completed by qualified staff and/or contractors.

All pressure vessels that are subject to regulatory oversight are currently in proper working conditions. The University's ongoing commitment to safety and regulatory compliance ensures that these vessels are consistently maintained to meet the standards required for our operating permit with Technical Safety BC (TSBC).

**2. Elevating Devices Safety Regulations (B.C. Reg. 101/2004)**

The University is operating within the guidelines established under the provincial regulation. The servicing and repairs of all Elevating devices falling under the regulation are being completed by qualified contractors.

In June 2024 and August 2024, we completed the modernization of the CJMH Building and Conference Centre elevators respectively. All related certificates of inspection have been submitted, and both elevators are permitted for use by TSBC.

In 2025, we are starting the planning and development for the modernization of the Research Lab Building elevator to be completed by August 2026.

**3. Electrical Installation and Operating Regulations (B.C. Reg. 100/2004)**

All electrical installations and operations fall under Technical Safety BC; the University is operating within the guidelines established under the provincial regulation.

The University employs a certified Electrician who acts as the Field Safety Representative (FSR). TSBC has granted the University an exemption whereby working on the high voltage systems (over 600V) is permitted by a qualified contractor.

*2025 Regulation Changes:* 2024 Canadian Electrical Code was adopted as the BC Electrical Code and came into effect on March 4, 2025. Any related changes to the new code will be implemented on new construction in accordance with the regulations.

**4. Fire Suppression Systems**

The local authority having jurisdiction has requested that Fire Department Connections (FDC) in buildings be pressure tested and verified for use. These connections are for the fire department to pump water into the building's fire suppression system if the regular municipal water connection is lost.

UNBC has since tested fourteen FDC's of which 4 were non-compliant. In 2025, we corrected 3 non-compliant FDC's and have 1 outstanding. The engineering design and planning for the outstanding FDC is to be completed in FY 25/26 with implementation in FY 26/27.

## November 2025 Board Report

## Preamble from the Vice President, Research & Innovation

It is my pleasure to present this quantitative report of the Research and Innovation portfolio. Our work continues to be driven by the University of Northern British Columbia's strategic plans and is focused on advancing key institutional priorities. To support those activities, we have been developing tables of data that we can use to quantify impact. In this report we focus on data related to:

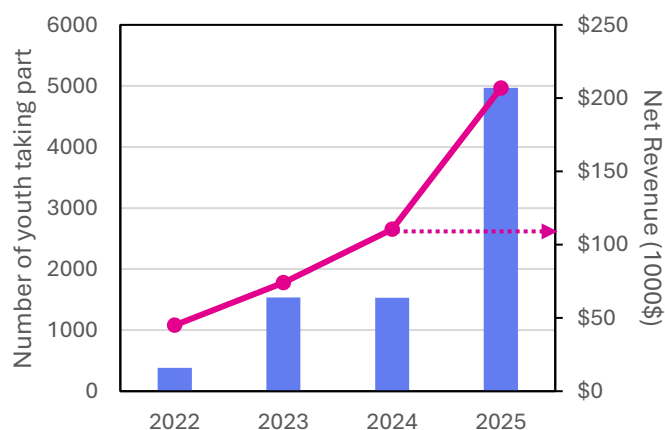
- **Supporting enrolment goals** by building pipelines that connect students from across Northern BC into UNBC through outreach, experiential learning, and innovative programming.
- **Strengthen financial sustainability** by securing significant external research funding, cultivating philanthropic support, and fostering industry and community partnerships that diversify revenue streams.

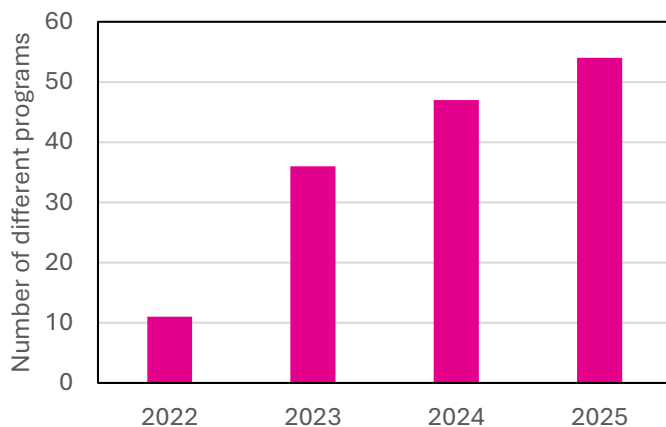
As we continue to evolve our board reports, we will include these data and other metrics in each report as well as timely context. This serves as the first data-based report and is thus focused only on the activities we have managed to quantify to date. The content will deepen as we develop more metrics and refine the style. As always, we are happy to receive feedback and suggestions on the report.

## Supporting Enrollment Goals through Youth Engagement

**Cultivate Curiosity – Empower Northern Communities – Act on Truth and Reconciliation**

We have been expanding our youth engagement across northern BC and into Indigenous communities. This has been achieved through donations and re-investing revenue. This year we have welcomed nearly 5000 youth into our 54 different programs generating a net revenue of \$200K. These youth represent future UNBC students and their families, friends of the university. We are currently working on determining our ultimate/optimum capacity for this work.





## Supporting Enrollment Goals through New and Evolving Research Collaborations

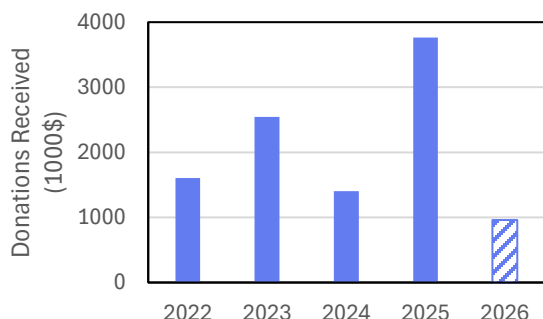
### Cultivate Curiosity – Fostering Local Solutions for Global Impact – Act on Truth and Reconciliation

The ORI continues to foster new partnerships, while strengthening and sustaining existing collaborations as a means of enhancing pathways for research success and uncovering new opportunities for impact. The ORI has recently established a new Memorandum of Understanding (MOU) with the National Collaborating Centre for Indigenous Health, with the goal strengthening this longstanding partnership and re-emphasizing UNBC's commitment to Indigenous Health. Our team has also established a new MOU with Prince George Hospice Society, building on a strong foundation of research partnerships and providing new interdisciplinary opportunities for student engagement, experiential learning, and innovation.

## Revenue Generation of \$8.7M: Supporting Financial Sustainability

### Supporting fulfilling student learning journeys through Philanthropic Fundraising:

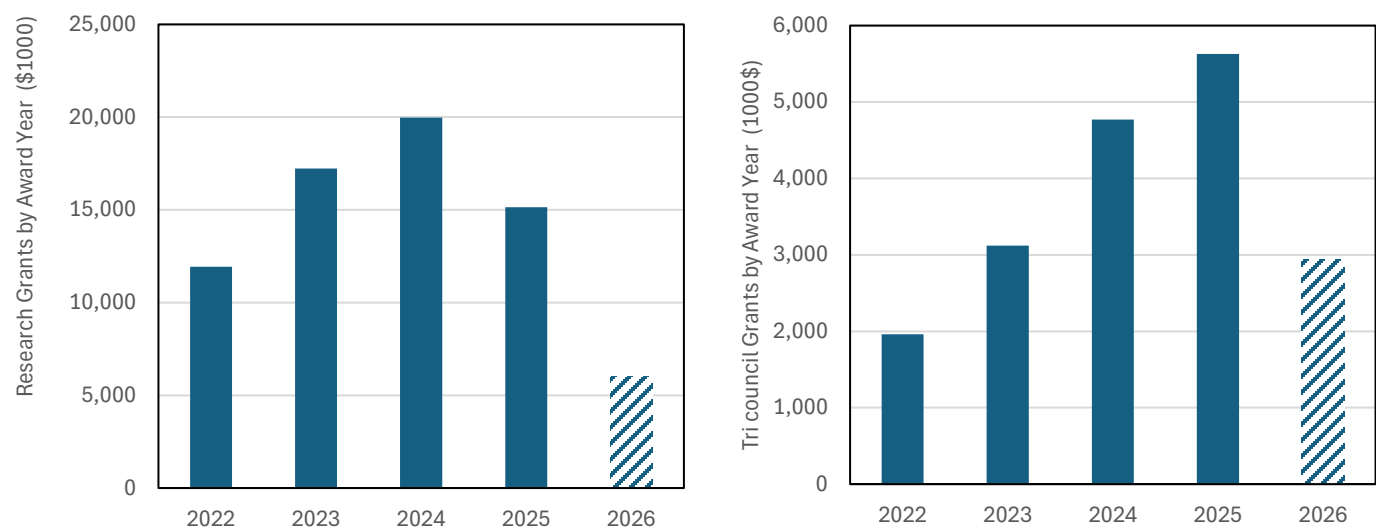
As of Q2 we have raised \$ 0.96M in donations. Considering historical donation rate, we project a total of \$1.8M in in donations in fiscal 2026.



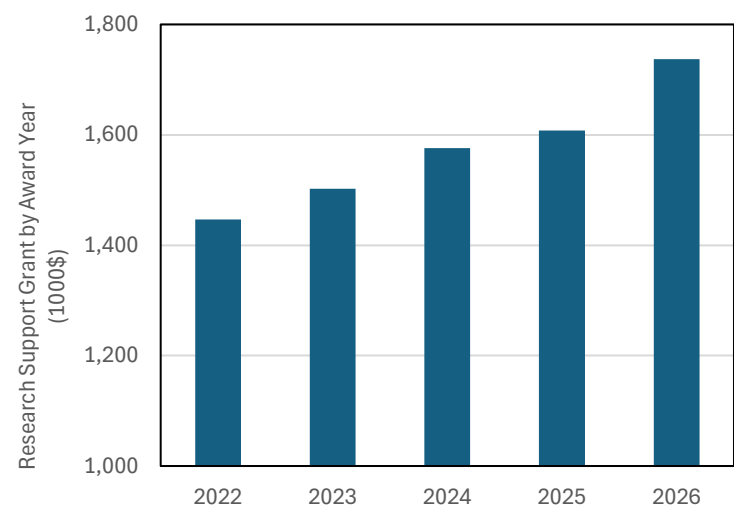
### New Research Funding: Fostering Local Solutions for Global Impact

As of Q2 we have received \$6M in new research grants. Considering historical success rate data, we project a total of \$11M in new research grants in fiscal 2026. This means that we expect a significant decrease in the grant funding

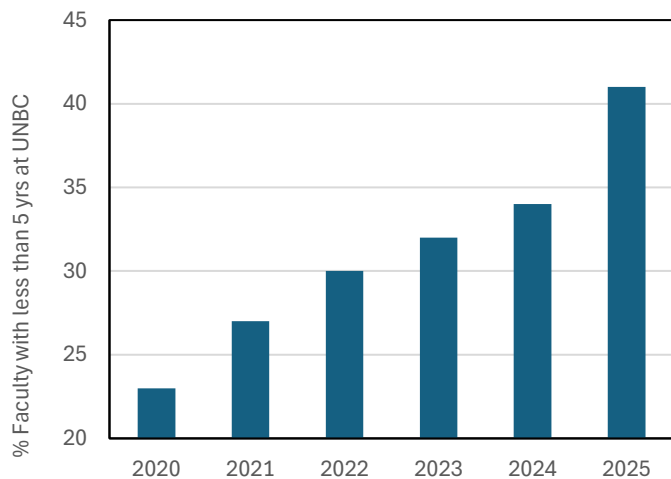
in 2026 as compared to recent years. This is likely related to the changing demographics of our professorate as shown and discussed below. We also note that our Tri-council grants and the corresponding RSF are increasing. This is key because the vast majority of the salary costs associated with the ORI are covered by RSF revenue. We project 7\$M in new Tri-council grants in fiscal 2026 (using linear trend).



Each year we receive an operating grant from the Tri-council based upon our Tri-council funding over the previous three years. These funds are used to pay the salary and benefits of the staff in the research office.



Looking at the demographics of our research professoriate, as of April 1, 2025, 41% have been here less than five years, as compared to 27% in 2021. The presents a significant reduction in research funding potential as early career researchers (in SSHRC and NSERC domains) are more likely to have only Tri-council funding whereas more experienced researchers have had the time to build up the collaborations and partnerships that open other funding sources. On the positive side, the increasing Tri-council grants indicate that our new faculty are more successful in those competitions which bodes well for UNBC’s future. Tri-council grants determine the quota or allotment that we have for many funding opportunities including RSF, graduate student scholarships and CFI infrastructure grants. Note that there is a 1-year lag between population data and grant funding, i.e. the professors here in 2021 would have applied for the grants received in 2022.



The histograms below show a flatter distribution of years at UNBC in 2021, and one heavily weighted to early career professors in 2025.

