



a place of mind
THE UNIVERSITY OF BRITISH COLUMBIA

Office of the Senate
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Vancouver, BC Canada V6T 1Z1

www.senate.ubc.ca

3 May 2013

To: Vancouver Senate

From: Senate Agenda Committee

RE: Amendments to the Rules and Procedures of the Vancouver Senate (approval)

a) Nominating Committee:

During the Senate Nominating Committee's recent review of the Senate committee terms of reference, an inconsistency between the Nominating Committee's terms of reference and the Rules and Procedures of the Vancouver Senate was noted. The terms of reference state "the terms of reference of Senate committees [are] to be reviewed by the Nominating Committee during the third year of each Senate" where the Rules and Procedures state that "the Nominating Committee shall review the terms of reference of Senate committees annually."

Senate documentation confirms that it has been the will of Senate that this review occur on a triennial basis and the Rules and Procedures have not been updated to reflect this. Therefore, the Agenda Committee requests that the Rules and Procedures be updated at this time.

Motion: That section 25(g) of the Rules and Procedures of the Vancouver Senate be amended to read "The Nominating Committee shall review the terms of reference of Senate committees in the third year of each Senate."*

*Requires a two-thirds (2/3) vote in favor to be carried.

b) Admissions Committee:

The Senate has delegated to the Admissions Committee authority to approve grade adjustments under Policy J-50: *Secondary School Grade Adjustments for Undergraduate Admission to the University* (Dec. 2009), courses used in the calculation of an admission average for admission to direct-entry undergraduate programs (Dec. 2009), and changes to existing admission requirements that, in the view of the committee, are minor or editorial in nature (May 2013). The Agenda Committee requests that the Rules and Procedures be updated at this time.

Motion: That section 28(a) of the Rules and Procedures of the Vancouver Senate be amended to read "Admissions Committee (to approve admissions matters in*

*the summer months on the recommendation of the faculties and schools for implementation the following September, with the proviso that the matter must be ratified by Senate that September; **to approve student mobility agreements on behalf of the Vancouver campus; to approve courses used the calculation of an admission average; to approve grade adjustments; to approve changes to existing admission requirements, that, in the view of the Committee are minor or editorial in nature; and to hear final appeals on applications for admission and re- admission to programs).***”

*Requires a two-thirds (2/3) vote in favor to be carried.

Respectfully submitted,

Dean Mary Anne Bobinski, Chair

Senate Agenda Committee