

THE UNIVERSITY OF BRITISH COLUMBIA



Vancouver Senate Secretariat

Senate and Curriculum Services

Enrolment Services

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VANCOUVER SENATE

MINUTES OF DECEMBER 17, 2003

Attendance

Present: President M. C. Piper (Chair), Mr. A. McEachern (Chancellor), Vice President B. C. McBride, Dr. P. Adebar, Dr. J. D. Berger, Mr. P. T. Brady, Prof. P. T. Burns, Dr. J. Carolan, Dr. B. Crawford, Dr. J. Dennison, Dr. D. Fielding, Ms. M. Friesen, Dean N. Gallini, Dean F. Granot, Mr. E. Greathed, Dr. P. G. Harrison, Dean J. Hepburn, Dr. R. Irwin, Dean M. Isaacson, Dr. J. Johnson, Dr. R. Kerekes, Dr. S. B. Knight, Dr. B. S. Lalli, Dr. V. LeMay, Mr. T. P. T. Lo, Dr. M. I. MacEntee, Dr. P. L. Marshall, Mr. W. B. McNulty, Dean D. Muzyka, Dean M. Quayle, Ms. C. Quinlan, Dr. B. Rodrigues, Mr. J. Rogers, Dr. A. Rose, Dr. H. J. Rosengarten, Dean J. Saddler, Dr. C. Shields, Mr. B. J. Silzer, Mr. B. Simpson, Dean R. Sindelar, Dr. C. E. Slonecker, Ms. L. Sparrow, Dr. B. Stelck, Mr. N. Taylor, Dr. R. C. Tees, Dr. J. Thompson, Dr. S. Thorne, Dean R. Tierney, Mr. D. Verma, Dr. R. Windsor-Liscombe, Dean E. H. K. Yen, Mr. C. Zappavigna.

By Invitation: Associate Vice President N. Guppy.

Regrets: Mr. R. Affleck, Ms. J. Barnaby, Dr. B. Bemmels, Mr. K. Blevings, Dean M. A. Bobinski, Prof. C. Boyle, Dr. J. Brander, Dr. L. Brinton, Dr. M. Cameron, Ms. D. Del Vecchio, Mr. G. Duck, Dr. B. Elliott, Ms. J. Gartner, Dr. J. H. V. Gilbert, Dr. D. Granot, Ms. J. Greenblatt, Dr. L. Gunderson, Dr. R. Harrison, Mr. R. Hira, Ms. J. Hutton, Ms. N. Karim, Ms. K. LeDrew, Ms. J. Low Ah Kee, Mr. R. Lowe, Dr. K. MacQueen, Mr. A. Merali, Dr. D. Paterson, Dr. P. Potter, Mr. N. Seddon, Mr. C. Ste-Croix, Dean G. Stuart, Ms. M. Tee, Dr. H. van Vuuren, Dr. R. Wilson, Dr. R. Yaworsky, Mr. D. Younan, Mr. M. Yung.

The President called the meeting to order.

Minutes of the Previous Meeting

<i>Dr. Tees</i>	}	<i>That the Minutes of the meeting of November 19, 2003, be adopted as circulated.</i>
<i>Dr. Rosengarten</i>		

Carried.

Remarks from the Chair and Related Questions

***UNIVERSITAS 21* HEADS OF ADMINISTRATION MEETING**

The President reported that UBC had hosted a meeting of *Universitas 21* Presidents and Vice Chancellors on November 17 and 18, 2003. Thirteen member institutions were represented, including fellow Canadian institution McGill University. The group identified a series of projects designed to facilitate the exchange of ideas and experiences. An increasing number of initiatives had also been taking place at the faculty level, including deans' meetings.

TEC DE MONTERREY-UBC HOUSE OFFICIAL OPENING

The President stated that she had recently officiated at the opening of Tec de Monterrey-UBC House, a new residence on the UBC campus with the capacity to house 175 students. The Mexican ambassador to Canada and numerous Tec de Monterrey students were also in attendance. President Piper cited the House as a wonderful example of the kind of international partnerships that UBC was working to develop.

MEMBERS OF SENATE ATTENDING THEIR LAST MEETING

President Piper presented certificates of appreciation to the following members of Senate, who had completed their terms as provincial government appointees. Years of service appear in parentheses.

- Mr. Ravi Hira (three years)
- Mr. Bernie Simpson (three years)

- Ms. Leona Sparrow (nine years)

Two elected faculty representatives were scheduled to retire on December 31, 2003, and were therefore leaving Senate. The President presented the two retiring members with certificates of appreciation and gave highlights of their participation on Senate.

Professor Peter T. Burns, Faculty of Law

Professor Burns served a total of 17 years on Senate, beginning in 1971. He served on numerous Committees of Senate, including the Budget, Nominating, and Tributes Committees, and had been elected Vice Chair of Senate from 1999 to 2000.

Dr. Charles E. Slonecker, Faculty of Medicine

Dr. Slonecker also served a total of 17 years on Senate, beginning in 1980. He served on the Agenda, Appeals on Academic Standing, Budget, Library, Nominating, and Tributes Committees, among others, and was frequently elected as Committee Chair. Dr. Slonecker had been elected Vice Chair of Senate from 1991 to 1993 and again from 2002 to 2003.

Members of Senate applauded in appreciation.

THE FUTURE OF TREK AND UBC'S LONG-TERM PLANNING

The President had circulated the above-mentioned discussion paper for information, and expressed the hope that members of Senate had read the document and completed the attached questionnaire. The President was delighted with the response to date, and noted that contributions to the first round of discussion would be accepted until early January 2004. This item was to be discussed at Senate regularly throughout early 2004, with a target of May 2004 for the submission of a final document articulating the University's revised vision to the Board of Governors and the Senate for approval. Public forums on topics emerging from consultation were to be scheduled in early 2004. Dr. Rosengarten,

who was responsible for coordinating the consultative process, invited all Senators to participate, adding that the questionnaire was available in both print and electronic formats.

Academic Policy Committee

STRIKE POLICY AND GUIDELINES

Please see also 'Appendix A: Strike Policy and Guidelines' for the full text of this report.

Dr. Tees presented the report, as Chair of the Committee. The report proposed modifications to policies that had been approved by Senate, upon recommendation by the Academic Policy Committee, in 1992 and 1994. The Committee recognized the importance of fine-tuning policy based on current experience, while still maintaining a general, flexible, and adaptable policy. Dr. Tees announced that Lisa Collins, Assistant Registrar, Senate & Curriculum Services, had agreed to maintain an archive of the 'Frequently Asked Questions' document that had been posted on the Web during the most recent labour disruption in 2003.

<i>Dr. Tees</i>	}	<i>That Senate approve the revised Strike Policy and Guidelines, as proposed by the Academic Policy Committee.</i>
<i>Dr. Carolan</i>		

Dr. Tees noted that Dr. Carolan had suggested some helpful editorial amendments to Part 3: 'If a Student Chooses Not to Cross a Picket Line,' and that he considered the changes to be friendly amendments. Editor's note: the editorial amendments are shown in strikethrough and bold text throughout Appendix A.

Discussion

There was some discussion about the proposal to exclude members of unions involved in job action from membership on the operational strike committee. One member of Senate asked whether faculty members or graduate students might be excluded from the commit-

tee by virtue of their membership in their respective unions. Dr. Tees stated that, in past years, faculty members and graduate students had been included on the committee, but that the spirit of the recommendation was to draw attention to the fact that the composition of the committee might need to change to avoid bias, depending on which groups were engaged in job action. Associate Vice-President Guppy added that, given the discussions that have typically taken place at committee meetings, it would not be appropriate for a striking union member to be present. Dr. MacEntee stated that the exclusion of union staff from the committee would introduce bias toward the position of the University administration, and suggested that the committee include non-administrative members of Senate. Dr. Tees responded that committee members would need to set aside any administrative roles they might hold in order to devote themselves to the task of ensuring that the University was able to operate and that students were dealt with fairly. Dr. Tees noted that, during the 2003 CUPE 2278 strike, faculty member James Carolan had been appointed as an academic arbiter responsible for adjudicating issues of importance to students. Dr. Carolan had discharged those duties independently of the operational strike committee.

There was discussion about the definition of a 'full strike.' Dr. Johnson pointed out that the document defined a 'full strike' by the appearance of a picket line at the campus gates. With pickets at only the front gates, and with multiple entrances to campus, people could enter the campus without realizing that a full strike was in effect. Furthermore, striking unions would be permitted to disrupt the entire campus by placing relatively few pickets in a single location. Dr. Johnson suggested that the unions, rather than the Senate, should be responsible for determining the definition of a full strike. Dr. Slonecker spoke in support of the proposal as written, pointing out that transit buses would not enter the campus if there were pickets at the gates, and that this distinction was important to students.

Prof. Burns stated that he did not find the distinction between a full strike and other types of job action useful, particularly since the same policies would apply. Dr. Tees agreed that the distinction was not crucial, but expressed the opinion that it might be helpful.

Mr. Brady asked why Senate was considering this issue, since the Board of Governors was responsible for entering into contracts with the unions. Dr. Tees responded that the Senate had a stake in the academic operations of the University during a labour disruption. Prof. Burns stated that university strikes were distinct from other kinds of strikes by virtue of the fact that students often felt ‘caught in the middle’ of the dispute.

In amendment,

Prof. Burns
Dr. Tees

}

That, in the memorandum from Associate Vice President Guppy, the paragraph excluding striking union members from the operational strike committee (beginning with the asterisk) be deleted.

The motion to
amend was put and
carried.

The amended
motion was put
and carried.

Curriculum Committee

Please see also ‘Appendix B: Curriculum Proposals.’

Dr. Marshall presented the curriculum proposals for approval, as Chair of the Committee. He noted that the Committee had considered a great deal more supporting material than it had chosen to circulate to Senate, as well as a large number of Category 2 changes. Since course deletions fall under Category 2, Senate was not asked to approve them explicitly. Dr. Marshall reassured members of Senate that deletions were being processed, however,

to partially offset the number of new courses proposed. Deans had given budgetary sign-off, and Library consultation had been conducted, where appropriate.

APPLIED SCIENCE

<i>Dr. Marshall</i>	}	<i>That the curriculum proposals from the Faculty of Applied Science be approved.</i>
<i>Dean Isaacson</i>		

Carried.

ARTS

<i>Dr. Marshall</i>	}	<i>That the curriculum proposals from the Faculty of Arts be approved.</i>
<i>Dean Gallini</i>		

Dr. Marshall noted that title of THTR 308 should be revised to read simply 'Sound Design.'

The motion was
put and carried.

COMMERCE AND BUSINESS ADMINISTRATION

<i>Dr. Marshall</i>	}	<i>That the curriculum proposals from the Faculty of Commerce and Business Administration be approved.</i>
<i>Dean Muzyka</i>		

Carried.

EDUCATION

<i>Dr. Marshall</i>	}	<i>That the curriculum proposals from the Faculty of Education be approved.</i>
<i>Dr. Tees</i>		

Dr. Carolan asked whether the Faculty had consulted with the Faculty of Science on SCED 422, which seemed very similar to the existing course PHYS 343. Dr. Irwin, faculty

representative from Education, stated that she was almost certain that the Faculty of Science had been consulted.

The motion was
put and carried.

GRADUATE STUDIES

<i>Dr. Marshall</i>	}	<i>That the curriculum proposals from the Faculty of Graduate Studies be approved.</i>
<i>Dean Granot</i>		

In response to a query from Mr. Taylor, Dr. Berger stated that BIOL 535 was interdisciplinary in nature, and that a team of four instructors would teach it.

The motion was
put and carried.

PHARMACEUTICAL SCIENCES

<i>Dr. Marshall</i>	}	<i>That the curriculum proposals from the Faculty of Pharmaceutical Sciences be approved.</i>
<i>Dean Sindelar</i>		

Dr. Marshall reported that the Pharmaceutical Sciences proposals represented the implementation of the second year of a new program that had been approved by Senate during the previous year.

The motion was
put and carried.

SAUDER SCHOOL OF BUSINESS

See 'Commerce and Business Administration' above.

SCIENCE

*Dr. Marshall
Dean Hepburn*

}

*That the curriculum proposals from the Faculty of
Science be approved.*

Carried.

Library Committee

REPORT TO SENATE 2002-03

Please see also 'Appendix C: Library Committee Report to Senate 2002-03' for the full text of this report.

Dr. Rosengarten presented the report, as Chair of the Committee. He drew attention to the fact that the north wing of the Main Library had been demolished as part of the Irving K. Barber Learning Centre construction project.

Dr. Windsor-Liscombe commented that the University should actively promote and support the profession of librarianship, particularly when faced with pressure to reduce the number of professional librarians working in the system. He added that the superb Fine Arts collection at UBC was in large part due to the efforts of librarians. Dr. Rosengarten agreed.

Student Awards Committee

Please see also 'Appendix C: New Awards.'

Dr. Thompson presented the new awards for approval, as Chair of the Committee. He noted that the new awards represented \$71 000 annually in support of UBC students. He drew attention to the fact that the Wesbrook Scholar designation now carried a monetary

award of \$1 000 for each student. Dr. Thompson was hopeful that this change would entice more Faculties to nominate students.

<i>Dr. Thompson</i>	}	<i>That the awards listed be accepted and forwarded to the Board of Governors for approval, and that letters of thanks be sent to the donors.</i>
<i>Dean Granot</i>		

Carried.

Tributes Committee

CANDIDATES FOR EMERITUS STATUS

The Committee had circulated the following list of retiring faculty for approval of their emeritus status. Dean Quayle presented the report on behalf of the Committee, noting that members of Senate Prof. Burns and Dr. Slonecker appeared on the list.

Name	Proposed Rank (effective January 1, 2004)
Axen, David A.	Professor Emeritus of Physics & Astronomy
Bergersen, Birger	Professor Emeritus of Physics & Astronomy
Burns, Peter T.	Dean Emeritus of Law
Burr, Lawrence H.	Clinical Associate Professor Emeritus of Surgery
Busza, Andrew S.	Associate Professor Emeritus of English
Carefoot, Thomas Henry	Associate Professor Emeritus of Zoology
Carr, Donald	Clinical Associate Professor Emeritus of Medicine
Chandler, Michael J.	Professor Emeritus of Psychology
Dill, Frederick J.	Associate Professor Emeritus of Medical Genetics
Donaldson, Robert W.	Professor Emeritus of Electrical & Computer Engineering
Feltham, Gerald A.	Professor Emeritus of Commerce and Business Administration

Name	Proposed Rank (effective January 1, 2004)
Fleming, Donald G.	Professor Emeritus of Chemistry
Hudson, James B.	Professor Emeritus of Pathology
Jeffrey, Ingrid	Clinical Associate Professor Emerita of Audiology and Speech Sciences
Johnson, Richard R.	Professor Emeritus of Physics & Astronomy
MacDonald, John L.	Professor Emeritus of Mathematics
MacFarlane, John K.	Professor Emeritus of Surgery
McNeill, John Hugh	Dean Emeritus of Pharmaceutical Sciences
Mitchell, Keith A. R.	Professor Emeritus of Chemistry
Ozier, Irving	Professor Emeritus of Physics & Astronomy
Piers, Edward	Professor Emeritus of Chemistry
Randall, David John	Professor Emeritus of Zoology
Rangno, Robert E.	Associate Professor Emeritus of General Medicine
Slonecker, Charles E.	Professor Emeritus of Anatomy
Storr, Alan	Professor Emeritus of Chemistry
Taylor, Iain E. P.	Professor Emeritus of Agroecology and Botany
Tennant, Paul R.	Professor Emeritus of Political Science
Walkey, Ronald B.	Associate Professor Emeritus of Architecture
Walsh, John B.	Professor Emeritus of Mathematics
Wilson, Donald C.	Associate Professor Emeritus of Curriculum Studies
Woodward, Frances M.	General Librarian Emerita
<i>Dean Quayle</i> <i>Mr. Greathed</i>	} <i>That Senate accept the recommendations of the Tributes Committee with respect to emeritus status.</i>

In response to a query from Dean Sindelar about whether an individual faculty member could hold more than one emeritus title (e.g., dean emeritus and professor emeritus), Dr. Slonecker stated that, although the norm was to approve emeritus status at the person's

highest rank, two titles had been approved in certain cases in past years. The Tributes Committee remained open to considering requests for more than one title on a case-by-case basis.

The motion was
put and carried.

Reports from the Vice President, Academic and Provost

CHANGE IN NAME OF UNIT IN THE FACULTY OF EDUCATION

Vice President McBride had circulated a proposal to change the name of the Centre for the Study of Curriculum and Instruction (CSCI) to the Centre for Cross-Faculty Inquiry in Education (CCFI). The change in name was to pertain only to the unit itself, and not to the graduate programs offered within the Centre. The change was to assist in differentiating the function of the Centre from that of the Departments with the Faculty of Education, particularly the Department of Curriculum Studies.

*Vice President McBride
Dean Tierney*

}

*That the Centre for the Study of Curriculum and
Instruction (CSCI) be renamed as the Centre for
Cross-Faculty Inquiry in Education (CCFI).*

Carried.

Report from the Faculty of Education

CHANGES IN VOTING PRIVILEGES FOR THE FACULTY OF EDUCATION

Please see also 'Appendix E: Changes in Voting Privileges for the Faculty of Education' for the full text of this report.

Dean Tierney had circulated a proposal to update the voting membership in the Faculty of Education. The report stated that the Faculty of Education had changed significantly over the previous several years, especially with the renaming and amalgamation of academic units and the development of special partnerships with other Faculties and units. It

had become clear that the voting membership of the Faculty needed to be revised in order to avoid confusion about voting rights.

<i>Dean Tierney</i>	}	<i>That Senate approve the proposed changes to the voting membership of the Faculty of Education.</i>
<i>Dr. Shields</i>		

Dean Isaacson pointed out that item (f) under 'Members with Full Voting Privileges' appeared to exclude faculty members holding a joint appointment in Education and another Faculty. Dean Tierney agreed, stating that the intent was to include faculty holding joint appointments. It was therefore determined that the word 'full-time' should be deleted from item (f) and also from the associated footnote.

In response to a question from Mr. Brady, Dean Tierney confirmed that student representation would be limited to the numbers listed in the proposal.

The motion was
put and carried.

Report from the University Librarian

Note: the full text of this report is not included in the Minutes. Copies are available from the Assistant Registrar, Senate & Curriculum Services.

Ms. Quinlan had circulated the annual Report of the University Librarian to the Senate for information. The following were highlights of the Library's recent achievements:

- Construction of the Irving K. Barber Learning Centre construction was well underway. Completion of the new north wing was planned for early 2005, and the demolition of the south wing was to follow shortly thereafter.
- Phase 1 of the retrospective conversion of the card catalogue, known as the Recon Project, was completed in 2002. Phase 2, the upgrading of more than 300 000 brief bibliographic records to include additional subject, series, and other added entries had been completed in 2003.
- The Association of Research Libraries had ranked the UBC Library 28th among large North American research libraries, up from 36th the previous year. Ms. Quinlan noted

that Ms. Margaret Friesen had spearheaded the effort of collecting the data by serving as the Library's Statistics Coordinator.

- The Library hoped to implement a new integrated library system, which would enable students to search the Library's electronic databases using a single interface, by late 2004.

A draft strategic plan for 2004 - 2007 was in development and was to be forwarded to the Library Committee for discussion in the near future.

In response to a query from Dr. Tees, Ms. Quinlan confirmed that it remained a challenge to provide sufficient numbers of student computer terminals and laptop computers, particularly during peak hours. Ms. Quinlan expressed the hope that Faculties would assist in addressing the problem by also providing increased computer access for students. Ms. Quinlan added that a laptop loan program in the Library had been very successful. In response to a further query, Ms. Quinlan stated that the Library was working toward being able to provide 24-hour study space for students, but had not yet determined where that space might be located and how it could best be separated from other sections of the Library.

Dr. Dennison expressed concern that the manually operated compact shelving in Koerner Library was difficult to operate, particularly for those with arthritis. Ms. Quinlan stated that compact shelving was available in both electronic and manual operating formats, and that thanked Dr. Dennison for the feedback.

Dr. Rosengarten stated that, while the UBC Library had been well supported in general terms, it was falling behind other academic libraries with respect to the portion of 'indirect costs' funding that was allocated to the Library. Ms. Quinlan stated that many other Canadian university libraries had received 8 to 10 percent of this funding, while the UBC Library received five percent. This lower level of funding had had a significant impact on the Library's ability to provide collection and staff resources.

Reports from the Associate Vice President, Enrolment Services & Registrar

ADDING PROFESSIONAL LIBRARIANS TO THE ROLL OF CONVOCATION

Mr. Silzer had circulated the following report to Senate.

Members of Senate will recall having directed in November 2002 that I, as Secretary to Senate, annually present a list of professional librarians to Senate with the request that they be added to the roll of Convocation. The main purpose of adding the librarians to the roll of Convocation was to grant them eligibility to vote in elections for the Chancellor, convocation senators, and other similar elections. The relevant excerpt from the Minutes of Senate is attached.

It has recently come to light through consultation with the University Counsel that the list of names need not be presented annually if Senate were willing to empower Enrolment Services to ensure that the roll of Convocation always includes those holding appointments as librarians. I recommend that Senate consider the following two-part motion for this purpose.

Ms. Friesen

Mr. Brady

}

That the resolution of Senate regarding the addition of professional librarians to the roll of Convocation dated November 20, 2002 (Minutes of Senate p. 13005) be revoked;

and

That pursuant to its authority under section 9(2) of the University Act, the Senate hereby declares that the roll of Convocation shall include the names of all librarians of the University so long as they remain librarians of the University.

Carried.

ACADEMIC YEAR 2004/2005

Mr. Silzer had circulated a list of key dates for the 2004/2005 academic year, including term beginning and end dates and examination periods. Enrolment Services had conducted campus-wide consultation before producing the full academic year, including program-specific dates, which was available at:

<http://students.ubc.ca/calendar/academicyear.cfm?page=2004&action=draft>

Other Business

MACLEAN'S LETTER TO THE EDITOR

Mr. Greathed stated that he had recently read a letter to the editor printed in Maclean's magazine from a parent of two first year UBC students who were disappointed by what they considered to be overcrowded conditions on campus. He suggested that the University should respond to the letter.

Mr. Silzer stated that he would consult with Enrolment Services Communications Services and UBC Public Affairs staff to determine whether an official response should be drafted. He added that high enrolment numbers and their impact on teaching and learning were of concern to the Enrolment Management Committee.

Adjournment

As there was no further business, the meeting was adjourned. The next regular meeting of Senate was scheduled for January 21, 2004 at 7:00 p.m.

Appendix A: Strike Policy and Guidelines

*Note: Changes made to the document as circulated appear in ~~striketrough~~ and **bold** text.*

To: Senate Academic Policy Committee

From: Neil Guppy, AVP Academic Programs

Date: November 26, 2003

Re: Senate Issues related to Strike Policy and Guidelines

In 2003 members of CUPE 2278 (the "TA" union) went on strike. As a consequence of that strike action, UBC needs to review policies and procedures to ensure that we learn appropriate lessons from the labour disruption. In part this involves Senate given its academic governance responsibilities, and that is the focus of the following.

It is impossible and undesirable to attempt to anticipate all eventualities in the event of a strike, since many of the circumstances are unique to specific labour/management disputes. If a strike should occur in the future, Senate must be able to ensure that the academic integrity of the university and its programs is maintained. The following practices and procedures are designed to achieve that goal. The Senate should delegate responsibility to an Ad Hoc committee that should adhere to the general policy enunciated below, and follow the guidelines suggested to the extent the committee feels these are appropriate to the situation at hand. It is essential that guidelines be tailored to the particular circumstances of a strike, that students be party to any necessary revisions of such guidelines, and that students who feel they have been treated unfairly have access to adjudication of their concerns. Therefore, in the event of a labour/management dispute, Senate should have in place:

1. A general policy
2. A committee to act in accord with that policy
3. An academic arbiter for student concerns
4. A set of guidelines

1. General policy:

In the event of a strike it is the University's policy to take every reasonable measure to remain open. We will endeavour to maintain instruction in all courses, provide access to core library services and internet connectivity, oversee examinations as scheduled, and provide student services. The University respects the right of students, staff or faculty members as a matter of conscience, to refuse to cross a picket line in a labour dispute.

2. Ad Hoc Senate Strike Preparedness Committee, with the following mandate and membership:

Mandate

- to implement, as appropriate, procedures to follow the general policy
- articulated immediately above
- to ensure the academic integrity of the university
- to interpret and apply the guidelines outlined below
 - to convene an "operational strike committee" to oversee day-to-day strike-related issues

*Membership to include: **

Vice President Academic and Provost, Chair

Vice President Students

Associate Vice President, Academic Programs

Chair, Senate Academic Policy Committee

Three Deans

Two student senators (one undergraduate / one graduate)

An undergraduate or graduate representative from the AMS

Registrar

~~*It is understood that members of this committee would not be members of any unions that are either directly involved in job action or actively supporting other unions involved in job action.~~

3. Academic Arbiter

Designation of a senior faculty member to serve as an academic arbiter for students who have sought to resolve their concerns with their Faculties but feel that they have been treated unfairly.

4. Guidelines

The guidelines that follow are adapted, with some revision, from guidelines approved by Senate in 1994, "The Academic Position of Students in the Event of a Strike." It is understood that Senate has endorsed the following guidelines, but that they may need revision in the light of specific situations occurring immediately before, during, or at the conclusion of a strike. The Ad Hoc Senate Strike Preparedness Committee has the authority to revise the guidelines as needed.

ACADEMIC POSITION OF STUDENTS IN CASE OF A STRIKE

The University hopes that a strike does not occur but if one does the following is intended to help undergraduate and graduate students understand their rights and responsibilities. This information is based on Senate guidelines that were adopted in December 2003. The core principles of these guidelines are: academic integrity, fairness to students, staff and faculty, and timely information.

Information related to a strike or potential strike will be available at an appropriate time on the university website at a URL accessible from the UBC homepage (www.ubc.ca). Watch this site for additional information.

1. General Statement

In the event of a strike it is the University's policy to take every reasonable measure to remain open. We will endeavour to maintain instruction in all courses, provide access to core library services and internet connectivity, and oversee examinations as scheduled. Nevertheless, the University respects the right of students, staff or faculty members, as a matter of conscience, to refuse to cross a picket line in a labour dispute.

The processes detailed in these guidelines do not guarantee students the same learning experience that they would have received in the absence of a strike; however, the primary obligation of the university is to ensure the academic integrity of all academic programs. Faculty members are responsible for teaching their courses and students are responsible for fulfilling course requirements.

Note: Throughout this document:

1. "Student" refers to both graduate and undergraduate students.
2. "Dean" refers also to "School Director", and may refer to their designates as indicated in the attached list.
3. "Strike" refers also to job action, rotating job action, and other forms of labour disruption

2. Important distinctions

There is a difference between what constitutes a *rotating strike/job action* and a *full strike/job action*. For this reason, the measures that need to be followed in the event of either of these situations differ.

A *full strike* occurs when a group of employees decides to stop work, refuses to work, or refuses to continue to work. When there are pickets at the "gates" of campus, it is a full strike. When the target of the strike is a building or buildings and the picket line moves from time to time, it is a *rotating strike*.

3. If a Student Chooses Not to Cross a Picket Line

Notification

- a) Students ~~choosing~~ **intending** not to cross picket lines **as a matter of conscience** must, within ~~four~~ **two** working days of the university receiving notice of a strike, inform the Dean of the Faculty in which they are registered or in the case of graduate students, the Dean of the Faculty offering their program of study. Students must inform the Dean ~~in person or~~ in writing (i.e. letter, e-mail, or fax) providing their full names, their UBC student IDs, and the course(s) in which they are currently registered. Contact information for Faculties is attached.
- b) ~~You~~ **Students** may not declare ~~your~~ **their** intentions retroactively. If ~~you~~ **students** do not inform ~~your~~ **their** Faculty of ~~your~~ **their** intention not to cross picket lines, the University will assume that ~~you~~ **they** are attending classes and are responsible for all course and lab material taught during the strike.
- c) ~~In the case that you~~ **Students who** change ~~your~~ **their** mind **as a matter of conscience either to cross or not to cross** ~~about crossing~~ the picket line, ~~you~~ must notify the Dean (of the Faculty in which ~~you~~ **they** are registered) of this change within one day ~~of returning to classes~~. Students cannot retroactively claim that they have changed their minds.

Strike situations

- a) The procedure for confirming that ~~you~~ **students** will not cross a picket line is the same for a rotating strike and full strike. If there is a rotating strike and ~~you~~ **students** do not wish to cross the picket line, then ~~you~~ **they** will be choosing not to attend classes taught in buildings behind a picket line.
- b) In the case of a "rotating strike" of short duration (i.e., 5 academic days or less) individual faculty members are in the best situation to determine, in the first instance, the extent to which their courses, seminars, graduate supervision, labs, practica, etc., have been affected by the strike and what remedial action is required.
- c) Students who have declared that they will not cross a picket line must attend classes that are not directly picketed and that they can reasonably expect to access.

Examples:

- If one or two University entrance gates have picket lines, students are reasonably expected to use alternate entries to campus and are expected to attend class.
- If there is a picket line at Building A and your class is in Building B, ~~you~~ **students** are expected to attend class.

- If there is a picket line at Building A and ~~you~~ a student's class is in Building A, you are that student is not expected to attend class. If the picket is later removed, ~~you are~~ he/she is expected then to attend scheduled classes in Building A.

Students are responsible for remaining informed about whether picket lines are in effect at UBC by utilizing reliable sources of information, such as the UBC website.

NOTE:

The following guidelines are applicable to any kind of strike whether full or rotating. Where a difference in procedures occurs, or where a scenario is only applicable to a specific strike (full or rotating) a distinction will be made.

STUDENT'S ACADEMIC RESPONSIBILITY IN THE EVENT OF A STRIKE

- a) Students not crossing picket lines will be responsible for fulfilling course requirements and, insofar as possible they will be evaluated on the work they are judged to be able to do under the circumstances (e.g. required readings, essays/ reports, web-based material). Academic standards should be consistent for all students, whether or not they cross a picket line. Students are responsible for learning any material they may have missed as a result of a labour disruption. The only course-related material that will not be examinable or assessable is material uniquely available in a classroom or lab (etc.) that is not covered in make-up sessions.
 - b) Students who miss an essential component and/or a scheduled examination as a result of refusing to cross a picket line may be expected to attend make-up sessions and/or to write examinations scheduled during supplementary-examination periods. This is especially likely in degree programs with professional accreditation requirements, where graduation depends upon completing essential material.
 - c) For purposes of communication and for ensuring web-enabled learning material is easily accessible, the university will provide students with unlimited dial-in connectivity for the duration of any strike.
- 4. *If a Class or Other Specific Component of a Course Section (e.g., a lab, tutorial, seminar) is not Held Because of a Strike (e.g. instructor does not cross picket line)***

ADMINISTRATIVE AND STUDENT RESPONSIBILITIES

- a) Department Heads will ensure that every reasonable effort is made to make alternate arrangements for classes for which an instructor is absent as a result of refusing to cross a picket line. However, classes may not be relocated to a non-picketed location.
- b) Unavoidable cancellations or room changes will be posted in or near the appropriate Department, School, or Dean's office in a place visible to students and on appropriate departmental or faculty web pages.
- c) If classes are not held or if a student chooses not to cross a picket line, then students will be evaluated on all the required readings or other material for which they could reasonably be expected to be responsible (including all course sessions not affected by a picket line). They will not be evaluated on material uniquely available in a classroom or lab (etc.) that is not covered in make-up sessions.
- d) Students who, as a consequence of the strike, are unable to fulfill course requirements (e.g. because the strike has made it impossible to obtain necessary and unique library materials) are responsible for informing their instructors or, if the instructors are absent, the Head of the Department or the Dean of the Faculty in which the course is being conducted.

Such guidelines shall not alter the academic standards associated with the missed activity, nor shall they relieve the student of the responsibility for mastering materials covered.

5. If a Mid-term or Final Examination is cancelled because of a Strike

- a) Faculty members will attempt to examine or otherwise evaluate students according to the normal evaluation plan for the course.
- b) Mid-term examinations may need to be rescheduled, and may be held in the last two weeks of classes if necessary.
- c) If there is a minor disruption in the examination schedule an attempt will be made to modify the examination schedule in order to hold all examinations close to their scheduled time.
- d) If there is a major disruption an attempt will be made to provide an evaluation without a final examination. This means that evaluation may differ from what was initially provided by an instructor on a course outline.

6. If a Student Has a Concern about How Their Individual Academic Situation Has Been Dealt With Because of Strike-related Action

If students have been unable to resolve issues with their course instructor, they should attempt to resolve their concern with the appropriate Head or Dean. Students who have sought to resolve their course-related or program-related concerns within their Faculties but feel they have been treated unfairly can contact <name>, a senior faculty member who has been designated to serve as academic arbiter <contact information>.

Students who wish to attend class but cannot do so because of strike-related disruptions (e.g., no bus service, intense picketing) must inform their instructor of these circumstances at the next meeting of class.

7. Teaching Assistants, Tutors, Markers, and Other Student Employees

- a) All UBC Teaching Assistants, Tutors, and Markers are members of CUPE Local 2278. They have the legal right to refuse to perform their normal teaching assistant, tutor, or marking duties by refusing to cross a legally established picket line as a matter of conscience.
- b) If Teaching Assistants, Tutors, or Markers refuse to cross a picket line, they will not be paid for the work that they would otherwise have done. The University anticipates that Teaching Assistants, Tutors, and Markers will not be performing their respective CUPE 2278 duties but that many will be performing their non-union duties (e.g., research, course related work).
- c) Graduate Research Assistants, Work Study students, or other student employees are expected to attend to their duties as usual, however, if they refuse to cross a picket line as a matter of conscience, they will not be paid for the work that they would otherwise have done.

Other Information

Instructors will be expected to ensure that:

1. Students have a clear and up-to-date course outline in which required readings and assignments are identified;
2. Students know they are responsible for having access to the required textbook(s)/readings/Web material;
3. Students know where the Department office is so they can check for the posting of information on classes cancelled or otherwise interrupted;

4. The evaluation of student performance at the onset of a strike is complete, up-to-date, and available to the Department Head.

Please note as well that students will have unlimited dial-in connectivity for the duration of any strike in order to help with both communication and access to web-enabled learning material.

Appendix B: Curriculum Proposals

FACULTY OF APPLIED SCIENCE

New Courses	APSC 486, 496, 498 CHBE 345 EECE 355, 363, 376 MECH 325, 326, 327, 328, 364, 366, 489
Course Changes	EECE 418, 423, 440, 443, 494 MECH 479
Program Changes	Fourth Year Fuels and Minerals Options: deletion of 'Applied Geophysics' and 'Fuels and Minerals' options

FACULTY OF APPLIED SCIENCE: SCHOOL OF NURSING

New Course	NURS 309
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FACULTY OF ARTS

New Courses	LING 436 FMST 415 THTR 301, 308 WMST 410, 411
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FACULTY OF COMMERCE AND BUSINESS ADMINISTRATION

New Courses	BUSI 470, 486
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FACULTY OF EDUCATION

New Courses SCED 420, 421, 422

FACULTY OF GRADUATE STUDIES

New Courses ASTR 506, 507
 ATSC 548
 BIOL 535
 CIVL 526, 561
 EDST 515
 EECE 520, 584, 587
 MMAT 575
 NURS 510, 578

FACULTY OF PHARMACEUTICAL SCIENCES

New Courses PHAR 302, 303, 315, 321 322, 323, 330, 341, 342, 351, 352, 361,
 362, 369, 371, 399

Program Changes 2nd Year B.Sc. (Pharm.)

SAUDER SCHOOL OF BUSINESS

See 'Faculty of Commerce & Business Administration' above

FACULTY OF SCIENCE

New Courses COGS 300, 401, 401
 CPSC 425

Course Changes CPSC 410, 415
 CPSC 435

Program Changes Combined Major: Computer Science and Physics

Appendix C: Library Committee Report to Senate 2002-03

REPORT TO SENATE 2002-03

Irving K. Barber Learning Centre

Since our last report in September of 2002, the Library has undergone the first stage of its renovation and transformation into "The Irving K. Barber Learning Centre at the University of British Columbia": that is, the demolition of the North Wing built in 1947-48. Approximately 25% of the rebuilt north wing will be used to house the new Automated Storage and Retrieval System (ASRS), a compact system that will hold almost one-and-a-half million volumes and provide the Library with growth capacity for about 15 years. The new north wing will also have space for 500,000 volumes on open shelving and for 250,000 volumes in compact shelving. The opening date for this part of the project is June 2005.

The Senate and its Library Committee were instrumental in the campaign to persuade the Administration of the importance of renovating the old Main Library, and the Committee was given an early look at the first plans for the new building through a presentation by the architect in February 2003. Following the Board's approval and the start of the project in July 2003, the Committee has been kept apprised of all developments on the site. Generally members are satisfied that the new Learning Centre will make an important contribution to learning and research at UBC, though some concern has been expressed at the reduction of open stack space in favour of storage in a closed automated retrieval system. The Committee was pleased to learn that the Library administration intends to work closely with Faculty Library Advisory Committees in the development of criteria for the selection and housing of materials in the ASRS.

Acquisitions and Indirect Costs

Despite the generosity of our donors, notably Mr. Barber, the Library is still underfunded relative to its needs, and on several occasions over the past year the Committee discussed the Library's budget, particularly in the area of acquisitions. The University has given the Library good support over the years, and in terms of the percentage of its operating budget devoted to maintaining library services, UBC is second only to the University of Toronto. Nevertheless, as the research side of UBC grows, our scholars and researchers depend more than ever upon the Library for primary and secondary materials, both print and electronic; many new research programs, and many of the new courses we approve here at Senate, require additional resources if the Library is to keep up with the demand.

While there has been some supplement to the Library's budget through the application of Indirect Cost of Research funds and funds received through tuition increases, there has also been increased demand. To this point, UBC has allocated 5% of its Indirect Cost funds to Library services and resources; by comparison, the percentage at other Canadian universities ranges from 8% to 10%. The Senate Library Committee believes that there needs to be broader recognition both by researchers and by academic administrators of the need to build an appropriate Library allocation into all grant applications.

Library Review

The Library underwent a review in May and June 2003. The Review Committee report, issued in July 2003, was generally very favourable, noting progress and accomplishment in many areas. The Report does recommend improvement in some aspects of the Library's operation, including internal communications, interaction with other libraries, preservation of the collections, and increased access to "Indirect Cost" funds. Following discussions with the Library administration, the Senate Library Committee is satisfied that the Library intends to address all the issues raised in the Review; indeed, some of the Review Committee's recommendations were anticipated in the Library's own Strategic Plan for 2004-2007.

Communications

In the course of the past year the issue of internal communications was the subject of two Senate Library Committee meetings, at which we learned about the work of a communications consultant who has developed a number of strategies to bring about change and improvement in this area. Members felt that the Library needed to apprise both its staff and its users of the many developments taking place in its facilities, resources, and services; in that regard, we were pleased to see the publication of a newsletter that will periodically update the campus community and other library users about the changes that are occurring with such rapidity. The Library has also published manuals for faculty and for students with much basic information about Library collections and services.

Serials and Subscription Costs

The Library's annual collections budget from all sources has grown by about \$2.6 million over the past two years, from \$11.3 million in 1999-2000 to an estimated \$12.9 million in the current fiscal year. While this reflects relatively stable funding, the annual percentage of increases has declined, from 9.7% in 1999 to 3.7% this year. At the same time, the cost of materials, both print and electronic, is steadily rising, so the Library must husband its resources very carefully. To this end, we learned that the Library will no longer sub-

scribe to print journals if we also subscribe to the electronic version. This decision should save us a considerable amount of money, though it also has implications for future access to journal archives; at present, however, researchers have available to them an increasingly wide range of journal materials in electronic form.

For the Committee,

Respectfully submitted,

Herbert Rosengarten

Chair

November 2003

Appendix D: New Awards

AUDIO Controle Inc. Prize in Audiology: A \$500 prize is offered by Audio Controle Inc. to an outstanding graduate student in the audiology program on the recommendation of the School of Audiology and Speech Sciences. (First award available for the 2003/2004 academic year.)

William Royce BUTLER and Jean Campbell Butler Scholarship: Scholarships totalling \$39,000 have been endowed through a bequest by Jean Campbell Butler, to honour the memory of Dr. G.G. Sedgewick, for undergraduate and graduate students in the field of English language and literature, including Canadian and American language and literature. The awards are made on the recommendation of the Department of English and, in the case of graduate students, in consultation with the Faculty of Graduate Studies. (First awards available for the 2004/2005 academic year)

JOHN C. CLARK Scholarship in U.S. Studies: Scholarships totalling \$2,500 have been endowed by John C. Clark for undergraduate students entering third or fourth year in the United States Studies Program. The awards are made on the recommendation of the Faculty of Arts. (First awards available for the 2004/2005 academic year)

James L. and Donald A. DUNCAN Fellowship to Advance Excellence in Journalism: An \$18,000 fellowship has been endowed by the family of James L. and Donald A. Duncan to honour them and recognize their high regard for excellence and integrity in journalism. Preference is given to graduate students with excellent writing abilities who are well-read and have a demonstrated interest in a broad range of journalistic topics. The award is made on the recommendation of the School of Journalism. (First award available for the 2004/2005 academic year)

Harold and David FREEMAN Scholarship in Law: A \$1,000 scholarship for an undergraduate student in the Faculty of Law has been endowed by family, friends and colleagues in honour of Harold and David Freeman. Harold, a talented commercial solicitor, and his brother David, a respected barrister, founded a firm, imbued by their indomitable spirits and love of life, which contributed significantly to Vancouver's legal landscape for more than fifty years. The award is made on the recommendation of the Faculty of Law. (First awards available for the 2004/2005 academic year)

Ben HEPPNER Scholarship: Scholarships totalling \$4,500 have been endowed in honour of UBC alumnus and world famous Canadian tenor, Ben Heppner (B.Mus. 1979), for students in vocal programs in the School of Music, including opera, choral, lieder and solo singing. This will include but not be limited to early and new music. The awards are made on the recommendation of the School of Music and, in the case of graduate students, in consultation with the Faculty of Graduate Studies. (First awards available for the 2004/2005 academic year.)

Right Honourable Don MAZANKOWSKI Scholarship: A \$1,300 scholarship has been endowed by the Don Mazankowski Scholarship Foundation and The University of British Columbia for an undergraduate student majoring or honouring in Genetics or in Cell Biology and Genetics. The

award is made on the recommendation of the Faculty of Science. (First award available for the 2004/2005 academic year)

M.B.A. Exchange Student Scholarship: Scholarships of up to \$1,000 each are offered to full-time M.B.A. students participating in the exchange program. The awards are made on the recommendation of the Sauder School of Business. (First awards available for the 2004/2005 academic year)

M.B.A. Graduation Prize: Prizes are offered to the top graduating student in each stream of the M.B.A. Program. The values of the prizes are: \$5,000 for the full-time program, \$3,000 part-time program and \$2,000 for the International M.B.A. Program. The awards are made on the recommendation of the Sauder School of Business. (First awards available for the 2004/2005 academic year)

M.B.A. Specialization Scholarship: Scholarships of \$3,000 each are offered to full-time students enrolled in a program of studies leading to a specialization within the M.B.A. Program. The awards are made on the recommendation of the Sauder School of Business. (First awards available for the 2004/2005 academic year)

Gary McCARTHY Bursary in Social Work and Family Studies: Bursaries totalling \$600 have been endowed by family, friends and colleagues to honour Gary McCarthy for his many years of service with the United Way. The bursaries are awarded to students in the School of Social Work and Family Studies. (First awards available for the 2004/2005 academic year)

Wil Evon McCREERY Memorial Prize: A \$300 prize has been endowed by family and friends in memory of Wil Evon McCreery. The prize is awarded to graduate students in Nursing doing research on the social and emotional health of children and youth, with preference given to those studying vulnerable children and youth. The award is made on the recommendation of the School of Nursing. (First award available for the 2004/2005 academic year)

James MILLER Memorial Prize: A \$300 prize has been endowed by family, friends and colleagues in memory of James Miller, founding head of the Department of Genetics at UBC. The prize is made on the recommendation of the Department of Medical Genetics in the Faculty of Medicine to the top-rated graduating doctoral student in the Medical Genetics Program. (First award available for the 2004/2005 academic year)

Mary Elizabeth MURPHY R.N. Memorial Bursary: Bursaries totalling \$1,200 have been endowed through the estate of Mary Elizabeth Murphy, R.N. for undergraduate or graduate students in the School of Nursing with a preference for those demonstrating an interest in trauma or intensive care. (First awards available for the 2004/2005 academic year.)

School of OCCUPATIONAL and Environmental Health Joel Bert Award: A \$1,000 award is offered by the School of Occupational Health and Environmental Hygiene to an undergraduate or graduate student who has incorporated engineering design and/or principles into Occupational

and Environmental Health and Safety. The award is made on the recommendation of the School. (First award available for the 2003/2004 academic year)

Amanda Araba OCRAN Memorial Award: A \$350 award has been endowed by family, friends and colleagues in memory of Amanda Araba Ocran for a graduate student whose research focuses on issues of social justice and racial or economic inequality, or a critical analysis of our society and its socio-economic structures. At the time of her death in 1998, Amanda Ocran was a UBC Ph.D. candidate who was active in the Graduate Student Society, the Student Women's Action Caucus and the Women of Colour Mentoring Network. Her research focused on the exploitation of immigrant home workers as cheap labour. The award is made on the recommendation of the Faculty of Graduate Studies. (First award available for the 2004/2005 academic year.)

Robert S. REID Award in Law: A \$1,500 award has been endowed by friends and colleagues in honour of Robert (Bob) S. Reid's many years of service to UBC's Faculty of Law and his contributions to the legal community in Vancouver. In adjudicating the award, academic achievement, athletic involvement, and the ability to serve, work with, and lead others are considered. The award is made on the recommendation of the Faculty of Law. (First award available for the 2004/2005 academic year.)

SAUDER School of Business M.B.A. Entrance Scholarship: Scholarships valued at up to one-quarter of tuition are offered to students entering the M.B.A. program who demonstrate strong academic performance and potential to perform at a high level in a graduate program. The awards are made on the recommendation of the Sauder School of Business. (First awards available for the 2004/2005 academic year)

Marvin A. TUNG Memorial Bursary: Bursaries totalling \$300 have been endowed by friends, family and colleagues in memory of Marvin A. Tung, a graduate and former professor of Food Science (1970-1986) at UBC. The bursaries are awarded to students enrolled in either an undergraduate program majoring in Food Science, or in a graduate program in Food Science with preference for those specializing in Food Process Science. (First awards available for the 2004/2005 academic year.)

Beatrice L. ZACK Prize in Piano: A \$1,000 prize is offered by her family in honour of Beatrice L. Zack, whose love of music since infancy resulted in her becoming an accomplished pianist and a well-known piano teacher in Vancouver for over thirty years. The award is given to an outstanding graduate student or to an undergraduate student in the third or fourth year of the B.Mus. Program who is majoring in piano. The award is made on the recommendation of the School of Music. (First award available for the 2004/2005 academic year.)

John J. ZACK Prize in Family Medicine: A \$1,000 prize is offered by his family in honour of Dr. John J. Zack for an outstanding second-year resident in Family Practice. A founding member and past president of the College of Family Physicians of Canada, Dr. Zack was a pioneer in family medicine in Canada and served as a family doctor for forty-three years. The award is made on the

recommendation of the Director of the Family Practice Residency Program in the Faculty of Medicine. (First awards available for the 2004/2005 academic year.)

WEYERHAEUSER Community Education Scholarship in Applied Science: A \$3,000 scholarship is offered by Weyerhaeuser Company Limited for an undergraduate student who is entering the final year in the Faculty of Applied Science and is enrolled in a pulp and paper course. The award is made on the recommendation of the Department of Chemical and Biological Engineering. (First awards available for the 2003/2004 academic year.)

PREVIOUSLY-APPROVED AWARDS WITH CHANGES IN TERMS:

Award 00140 - Roman M. BABICKI Fellowship in Medical Research (revised wording) - Three \$19,000 fellowships have been endowed by Roman M. Babicki. The awards are to support doctoral candidates in any academic department, provided that their supervisor has a primary appointment in the Faculty of Medicine. Candidates must be undertaking cancer research (two awards), or the study of arthritic diseases (one award). No individual or project will receive support from this fund for more than two consecutive years. The awards are made on the recommendation of the Faculty of Medicine in consultation with the Faculty of Graduate Studies.

How amended? - Value has increased and the award has been opened to graduate students doing interdisciplinary research or research in any faculty/department, as long as their supervisor has a primary appointment in the Faculty of Medicine. The previous restriction exclusively to students in Medicine had proved too narrow to accommodate the expanding horizons of current research on cancer and on arthritic diseases.

Award 01652 - DEAN'S MBA Entrance Scholarship (revised wording) - Major entrance scholarships equal to half of tuition are offered to students entering the full-time M.B.A. program who demonstrate exceptional aptitude and academic excellence. The awards are made on the recommendation of the Sauder School of Business.

How amended? - Previously the number of scholarships had been limited to eight. This limit has been removed and the scholarship has been restricted to students in the full-time M.B.A. Program.

Award 08182 - ODLUM Brown Limited Bursary in Commerce (revised wording): Bursaries totalling \$2,800 have been endowed by Odium Brown Limited. The bursaries are offered to undergraduate and graduate students in the Sauder School of Business who are participating in the Study Abroad and Exchange Programs.

How amended? - Previously, the description only included a "preference" for students in the Study Abroad and Exchange Program. This wording has been amended to become a stated requirement.

Award 01291 - William ROBBINS Memorial Prize in British Literature (revised wording): A \$300 prize has been endowed by friends, family and colleagues in memory of Dr. William Robbins, professor of the English Department (1944-1975) and Fellow of the Royal Society of Can-

ada. The prize is awarded to a student in Nineteenth-Century British Literature and is made on the recommendation of the Department of English.

How amended? - This prize has now been endowed after many years of being funded on an annual basis.

Award 00657 - Wesbrook Scholar: An annual designation, Wesbrook Scholar, is awarded to a maximum of twenty outstanding undergraduate students. Candidates must have completed at least one Winter Session at UBC, be currently in the penultimate or final year of a baccalaureate program or in the M.D. or D.M.D. Programs, stand in the top 10% of their class, and have demonstrated ability to serve, work with and lead others. Candidates are nominated by their Faculty/School and selected by a special committee. The winners are presented with a \$1,000 scholarship, a certificate, and a memento. The Wesbrook Scholar designation appears on the student's permanent record. The awards are sponsored by the Wesbrook Society.

How amended? - The description has been amended to include a \$1,000 scholarship for each Wesbrook Scholar. Previously, the award designation did not include a monetary component. The reference to the Dentistry degree has been corrected to "D.M.D" rather than "DD.S".

Appendix E: Changes in Voting Privileges for the Faculty of Education

INTRODUCTION:

The Faculty of Education has changed significantly over the past several years especially with the renaming and amalgamation of academic units and the development of special partnerships with other Faculties and units. It has become clear that the voting membership of the Faculty needs to be revised to reflect the current situation and so that no confusion arises about who can vote on matters at Formal Faculty meetings.

HISTORY AND CURRENT VOTING AND NON-VOTING MEMBERSHIP

In 1963, Senate defined membership of a faculty as full-time professors, associate professors and assistant professors, provided for in the budget of the faculty and "such other persons as the faculty shall appoint in conformity with the rules determined by faculty and approved by Senate". In 1977 further changes were provided for, based on the revised Universities Act (1974) and full-time lecturers and instructors were also included in the voting membership. Non-voting members were also identified. As a result the following membership was identified:

Voting Members

- (a) The Dean
- (b) The President or his nominee
- (c) The Dean of the Faculty of Graduate Studies
- (d) The Librarian
- (e) All full-time Professors, Associate Professors, Assistant Professors, Instructors and Lecturers, provided for in the budget of the Faculty, including those in the School of Physical Education and Recreation.
- (f) Such other members of the teaching or administrative staffs of the Faculty or university as the Faculty shall appoint in conformity with rules determined by the Faculty and approved by the Senate:
 - (i) Part-time and visiting faculty in Education and Physical Education and Recreation
 - (ii) Vice-President Academic
 - (iii) Director of the Centre for Continuing Education
 - (iv) Representatives from the Faculty of Arts:
 - the Dean or his representative
 - four to five heads of Departments or their representatives
 - the Director of the School of Library, Archival & Information Studies
 - the Director of the School of Family and Nutritional Sciences and 1 faculty member
 - (v) Representatives from the Faculty of Science:
 - the Dean or his representative
 - several members of the Faculty
 - (vi) Representatives from the Faculty of Agricultural Sciences:

Appendix E: CHANGES IN VOTING PRIVILEGES FOR THE FACULTY OF EDUCATION

- the Dean or his representative
- One staff member giving the methodology course in Agricultural Science
- (vii) Representatives from the Faculty of Commerce and Business Administration:
 - the Dean or his representative
 - one faculty member
- (viii) Bio Resource Engineering - one representative
- (g) Student representatives with voting privileges:
 - Ten percent of non-student representatives, the actual number to be determined by the Education and Graduate Student Associations by mutual agreement and the students in the School of Physical Education and Recreation have the right to name a number of students who will make up 10 percent of the non-student representatives of the School.

Non-Voting Members

- (h) Individuals who are invited to participate in faculty meetings without voting privileges:
 - (i) B.C. Teachers' Federation
 - (ii) Emeritus Faculty
 - (iii) Administrative and Academic Assistants to the Dean
 - (iv) A visiting scholar (on the Dean's recommendation)

PROPOSAL:

To reflect the changes and current considerations within the Faculty, the following is proposed with changes coming into effect September 2004 when the membership from various units is renewed. Changes are shown in bold face.

Faculty of Education Voting Privileges:

Formal Faculty Meetings at which there is approval of administrative structures, and curricular/program changes, adjudication of marks and academic standing; candidates for degrees and scholarship and other student awards may include participation and voting of all members as defined below.

Informal Faculty Meetings at which there are updates on Faculty-wide initiatives, discussion of new initiatives, general information sharing, and public agenda items, may include all voting, restricted voting and non-voting members as identified below plus special delegations that wish to speak on a topic. These delegations must make themselves known to the Dean at least five working days before the meeting. Limits may be set as to the size of delegations, the total number of delegations and the amount of time available to each delegations depending on available space and the time available for the item(s).

Members with Full Voting Privileges

- (a) The Dean
- (b) The President or President's nominee
- (c) **Vice-President Academic**
- (d) The Dean of the Faculty of Graduate Studies
- (e) **The University Librarian** or nominee
- (f) All tenured and tenure track Professors, Associate Professors, Assistant Professors, Instructors and Lecturers, with full-time appointments¹ provided for in the budget of the Faculty, including those in the **School of Human Kinetics**.
- (g) Such other members of the teaching or administrative staffs of the faculty or university as the faculty shall appoint in conformity with rules determined by the faculty and approved by the Senate:
 - (i) **Representatives from the Faculty of Arts: (2)**
 - (ii) **Representatives from the Faculty of Science: (2)**

Members with Restricted Voting Privileges

Student representatives will be selected through procedures established by their organizations and will include:

- one graduate student representative from each Department and the School selected by the Faculty of Education Graduate Student Council (FEDS)
- two representatives from teacher education selected by the Education Student Association (ESA),
- one undergraduate representative from the School selected by the Human Kinetics Undergraduate Society (HKUS) and
- two additional representatives one teacher education selected by ESA and one graduate student selected by FEDS.

The selection procedure used and the names of representatives will be communicated to the office of the Dean of Education.

These student representatives shall be permitted to attend and to vote at Faculty meetings or parts of Faculty meetings except those dealing with adjudication of marks and academic standing; candidates for degrees; and scholarship and other student awards.

Non-Voting Members

Non-voting members are individuals invited to participate in faculty meetings without voting privileges.

- (i) Emeritus Faculty
- (ii) **Faculty of Education staff**
- (iii) B.C. Teachers' Federation
- (iv) **BC College of Teachers and other licensure and approval groups.**
- (v) **Such organizations and individuals as the Dean may invite from time to time.**

¹ This includes individuals with full-time, Education-funded appointments who have reduced workloads.