

Vancouver Senate

THE EIGHT REGULAR MEETING OF THE VANCOUVER SENATE  
FOR THE 2018/2019 ACADEMIC YEAR

**WEDNESDAY, 17 APRIL 2019**

**6:00 P.M.**

**ROOM 182, IRVING K. BARBER LEARNING CENTRE,  
1961 EAST MALL**

**1. Senate Membership – Dr Kate Ross**

**a. New Members:**

Terms from April 1, 2019 to March 31, 2020. One representative elected from each faculty, two from the Faculty of Graduate and Post-doctoral Studies, and five members at-large

Applied Science  
Mr Alex Gonzalez

Arts  
Mr Mathias Leuprecht (Continuing)

Commerce and Business Administration  
Mr Dante Agosti-Moro

Forestry  
Mr Christian Surniawan (Continuing)

Graduate and Postdoctoral Studies  
Mr Temitope Onifade  
Ms Alexa Tanner (Continuing)

Land and Food Systems  
Ms Lillian Milroy

Medicine  
Ms Vivian Tsang

Pharmaceutical Sciences

Ms Enav Zusman

Members at-large

Ms Julia Burnham – Faculty of Arts

Ms Julia Chai – Faculty of Science

Mr Christopher Hakim – Faculty of Arts

Mr J. Maximillian Holmes - Faculty of Arts (Continuing)

Mr Nick Pang – Faculty of Pharmaceutical Sciences (Continuing)

*NB: The Education Student Senator Position transitions in October of each year and the Registrar has not been advised as of the publication of this agenda who has been elected for the faculties of Dentistry, Allard Law, or Science.*

**b. Nominating Committee:**

This is a call for nominations for two (2) student members of Senate to serve on the Senate Nominating Committee until 31 March 2020 and thereafter until replaced. Nominations are due by 4 pm on Thursday 2 May 2020 to [christopher.eaton@ubc.ca](mailto:christopher.eaton@ubc.ca). If more than two students are nominated, an election will be held at the May meeting of Senate in accordance with Rule 26 (f) of the *Rules and Procedures of Senate*.

**c. Vice-Chair of Senate**

This is a call for nominations for Vice-Chair of Senate for a term of no more than one (1) year pursuant to Section 37(1)(a) of the University Act. Any senators interested should email their intent to stand for election to [christopher.eaton@ubc.ca](mailto:christopher.eaton@ubc.ca) by 12 noon on 17 April 2019. Should there be more than one candidate, an election will be held under this item after short statements of interest are heard by the Senate from each candidate (or their representative should they be unable to attend the meeting). (approval)

- 2. Minutes of the Meeting of 20 March 2019 – Dr Santa Ono** (approval)  
(docket pages 4-22)
- 3. Business Arising from the Minutes – Dr Santa Ono**
- 4. Remarks from the Chair and Related Questions – Dr Santa Ono**  
(information)
- 5. From the President**  
2019-2020 Budget Presentation and 2018 Financial Statements – with  
Vice President Peter Smailes (information) (docket pages 23-136)

- 6. Academic Policy Committee – Dr Paul Harrison**  
Revisions to Academic Regulations for the Faculty of Graduate and Postdoctoral Studies (approval) (docket pages 137-145)
- 7. Agenda Committee**  
Referral to the Council of Senates on Inter-Campus Mobility and Cross-Campus Academic Collaboration (approval) (docket page 146)
- 8. Awards Committee – Dr Lawrence Burr**
  - a. New and Revised Awards (approval) (docket pages 147-151)
  - b. Interim Report on Summer Session Courses and Student Awards (information) (docket pages 152-156)
- 9. Curriculum Committee – Dr Peter Marshall**
  - a. Curriculum proposals from the Faculties of Arts, Education, Land & Food Systems, and Science (approval) (docket pages 157-201)
  - b. New Certificates in Early Years Education, Infant Development and Supported Childcare, Health and Wellness, Textiles Studies, Teaching About Visual and Material Culture, Teacher Librarianship, and Teaching English as Second Language (information) (docket pages 202-218)
- 10. Other Business**

Section 16 (b) Of the *Rules and Procedures of the Vancouver Senate* states that meetings will adjourn no later than 8:30 p.m. Regrets: Telephone 604.822.5239 or e-mail: [facsec@mail.ubc.ca](mailto:facsec@mail.ubc.ca)

*UBC Senates and Council of Senate website: <http://www.senate.ubc.ca>*



# VANCOUVER SENATE

## MINUTES OF 20 MARCH 2019

**DRAFT**

### Attendance

**Present:** J. Gattinger (Vice-Chair) P. Adebar, T. Ahmed, S. Bates, R. Boushel, L. Burr, P. Chan, A. Collier, M. Coughtrie, A. Dulay, B. Fischer, S. Forwell, I. Frigaard, J. Gattinger, J. Gilbert, S. Gilbert, C. Godwin, Q. Golsteyn, L. Gordon, S. Grayston, M. Hamid, P. Harrison, M. Holmes, A. Ivanov, C. Jaeger, A. Kindler, M. Koehoorn, C. Krebs, M. Kuus, M. Leuprecht, P. Loewen, D. MacDonald, M. MacDougall, P. Marshall, S. Matsui, B. McNulty, P. Meehan, J. Olson, N. Pang, S. Parker, J. Shepherd, A. Sheppard, A. Shilling, L. Stothers, C. Surniawan, A. Tanner, R. Tees, S. Thorne, R. Topping, H. Xiao, R. Yada

**Regrets:** G. Averill, C. Dauvergne, B. Frank, G. Faulkner, L. Gordon, V. Griess, M. Isaacson, P. Keown, D. MacDonald, C.W. Marshall, A. Murphy, S. Ngo, S. Ono, K. Ross, S. Singh

**Clerk:** C. Eaton

### Call to Order

The Vice-Chair of Senate, Mr Jakob Gattinger called the Seventh Regular Meeting of the Vancouver Senate for the 2018/2019 Academic Year to order at 6:03 pm.

### Senate Membership

The Registrar announced that Mr J. Maximillian Holmes was acclaimed as elected to the Senate Nominating Committee until 31 March 2019 and thereafter until replaced.

### Minutes of 13 February 2019

Susan Forwell  
Richard Tees

}

*That the Minutes of the Meeting of 13 February 2019 be adopted as corrected:*

*Kevin Madill was present.*

Approved

### Tributes Committee

The Chair of the Senate Tributes Committee, Dr Sally Thorne, presented.

### MEMORIAL MINUTE FOR DR BIKKAR SINGH LALLI

Dr. Bikkar Singh Lalli was born on June 5th, 1928, in Kotli, in the Punjab. As his own village had no schools, he went to another village for his schooling. He was the first in his family to undertake post-secondary education. After completing his Bachelor and Master of Arts degrees at Punjab University, he came to UBC at age thirty-four to undertake a PhD in Mathematics, which he completed in 1966.

During a 42-year career, Dr. Lalli taught at Punjab University, UBC, and University of Saskatchewan. He received grants from NRC and NSERC for research in Mathematics. A distinguished scholar, he published over 150 journal articles. He was invited to lecture at universities and research institutes around the world, and was a visiting scholar in four countries.

Dr. Lalli was elected in 1999 as a convocation member of Senate and served the University in this regard until 2017, for six consecutive triennia.

Dr. Lalli's commitment to service extended beyond the university community. He served on the Coalition to Eliminate Abuse of Seniors, the City of Surrey Seniors Advisory and Accessibility Committee, the Kwantlen Foundation Board, and SFU's Komagata Maru Advisory Board. In 2011, Kwantlen Polytechnic University awarded Dr. Lalli with Doctor of Laws (Honoris Causa) for his community service. His presence will be greatly missed by family, friends, and colleagues.

To his family and friends, the Senate and the University of British Columbia offer their condolences and thanks.

Sally Thorne  
Claudia Krebs

} *That Senate approve the Memorial Minute for Dr. Bikkar Singh Lalli, that it be entered into the Minutes of Senate, and that copies be sent to the family of the deceased.*

Approved

### Remarks from the Vice-Chair

The Vice-Chair of Senate, Mr Jakob Gattinger, noted that as chair he could not participate in discussions except under this item. He referenced the notice of motion to be presented by Senator Malone later on the agenda and encouraged its consideration. He also advised Senate that for the first time in a decade the Council of Senates would be meeting in the following week. Finally, as this would be his final meeting, he thanked the Senate for electing him as vice-chair.

### Presentation of Certificates of Thanks to 2018-2019 Student Members of Senate

On behalf of President Ono, Vice-President Andrew Szeri presented Certificates of Thanks to those students who had served as members of Senate over the past year.

### Academic Policy Committee

The Chair of the Senate Academic Policy Committee, Dr Paul Harrison presented.

#### EMERITUS COLLEGE

Paul Harrison	}	<i>That Senate approve and forward to the Board of Governors for approval the attached Terms of Reference for the Emeritus College, and that, upon their approval, these Terms of Reference become the ongoing governance documents for the College, replacing any governing language that had been previously approved in the College's establishing documentation in May/June of 2018.</i>
Richard Tees		

Senator Harrison set out the 4 substantive changes: Correcting the title of the Vice-President Academic, removing those in transition to retirement from membership, increasing the size of the council and its quorum by 1 each, and clarifying the amendment procedures for the terms of reference.

Senator Kindler asked about the quorum set for the College members. It was 25 and she asked if it should be a percentage.

With permission of the Chair, Principal of the Emeritus College Dianne Newell said that voting was only a substantive matter for election and this seemed like a reasonable number.

Senator Harrison said they could come back with a change if needed with experience.

Approved

### Awards Committee

The Chair of the Senate Awards Committee, Dr Lawrence Burr, presented.

#### AWARDS REPORT

*See Appendix A: Awards Report*

Lawrence Burr	}	<i>That Senate accept the awards as amended and forward them to the Board of Governors for</i>
Hannah Xiao		

*approval; and that letters of thanks be sent to the donors.*

Approved

### **Joint Report of the Admissions and Curriculum Committees**

The Chair of the Senate Admissions Committee, Professor Carol Jaeger, presented.

Carol Jaeger	}	<i>That the new Bachelor of Pharmaceutical Sciences degree program and its associated new courses be approved.</i>
Nicholas Pang		

Approved

Senator Harrison asked what the feedback was from biotechnology industries as we already had a degree in that area.

Senator Coulter said that it was complimentary; mechanical engineering was well served as a discipline, but not the areas where Chemistry and Biology meet.

Senator Golsteyn asked if experiential learning required special training for the practicum instructors.

Senator Coultier replied yes, would be training the preceptors on how to train students, and had site visits and follow up. There will be a training progress in place and with regular check-ins with students on the placement and the learning environment.

Senator Xiao noted that 60% was the usual failing grade in the faculty but this program was 50%.

Senator Coultier said this was because it is not a professional degree; hence, we wish to hold our students to the same standard as those in the students from the Faculty of Science.

Senator Leuprecht asked if students in this program may want to go into pharmacy as a profession, and if so, if we would we lose students to transfers.

Senator Coultier said that would be fine, either as a transfer or as an entry source to pharmacy. They could apply like anyone else. About 60% of PharmD students have a degree.

*By general consent, amendments were made to the proposal to state that for professional programs in the Faculty, the passing grade for coursework was is 60%; and to substitute PHAR491 for PHAR490 on page 65 of the docket.*

Senator Fisher asked who the industry partners would be.

Senator Coulter said that we have a number of biotech companies and two local pharmaceutical companies. We are in discussion with larger pharmaceutical companies.

Senator Fisher asked how many students could take this option with that number of partners.

Senator Coulter said we had 17 spaces currently but we still have 4 years before anyone could do this option. We expect around 40% of students will want this option. We expect to need around 35 spaces.

Approved as  
Amended

## Curriculum Committee

The Chair of the Senate Curriculum Committee, Dr Peter Marshall, presented.

*See appendix B: Curriculum report*

### MARCH CURRICULUM REPORT

Peter Marshall	}	<i>That the new courses, revised degree requirements, reorganization of calendar pages, new concentration, and revised minors brought forward by the faculties of Arts, Commerce and Business Administration, Graduate and Postdoctoral Studies (Law), Peter A. Allard School of Law, Medicine, and Science be approved.</i>
Lawrence Burr		

Senator Ahmed noted that the partnership agreement with the University of Hawaii was being dissolved. He noted that earlier this year we described it as promising in a press release.

Professor Matsui said it was not a popular program amongst American students.

Approved



## MARCH CURRICULUM REPORT – APPLIED SCIENCE PROPOSALS

Peter Marshall	}	<i>That the new courses and revised degree requirements brought forward by the Faculty of Applied Science be approved</i>
James Olson		

Senator Marshall said that while it was not rare for a negative consultation to be received for a curriculum proposal, usually they are discussed and resolved before a proposal comes before Senate Curriculum Committee. That is not the case here, despite there being a lot of effort to try to resolve the issues but without success. As a result, the faculties of Applied Science and Science do not agree on the proposed changes to the Chemical and Biological Engineering program in the Bachelor of Applied Science. Senator Marshall advised that when the matter was voted upon by the Senate Curriculum Committee, a strong majority still voted to recommend it to the Senate for approval and thus it was before the Senate this evening.

Senator Forwell asked if the tension between departments would affect the program and courses.

Dr Marshall said no the Committee did not believe so.

Professor Jaeger said that they had lengthy debate and discussion within Applied Science and many ongoing relationships with Science. The Faculty believes that this program as proposed is best for its students.

Dean Aronson said that Science was very satisfied with the collegial interactions between her faculty and Applied Science.

Dean Olson said that Applied Science had 13 engineering programs, which required between 148-178 credits. Essentially, for many programs the faculty tried to do 5 years of coursework in 4 years. The accreditation body for engineering had minima for 5 categories of credits, and in a recent accreditation review it was clear that we had no design credits in year 2 of this program and that was not best practice. In order to put more design credits in year 2 without increasing workloads, we had to give up some additional natural science credits.

Approved

The Chair of the Senate Nominating Committee, Dr Richard Tees, presented.

## RESEARCH COMMITTEE

Richard Tees	}	<i>That, effective 1 July 2019, Senate establish a Senate Research Committee as a standing committee of Senate with the following composition, quorum, and terms of reference:</i>
Philip Loewen		

*Senate Research Committee*



*Composition: 11 Senators, including 2 students (at least one of whom is preferably a graduate student) and 1 convocation member.*

*Chancellor (ex-officio) (voting)*

*President (ex-officio) (voting)*

*Registrar (ex-officio) (non-voting)*

*Vice-President Research & Innovation or an Associate Vice-President Research as designated by the Vice-President (ex-officio) (voting)*

*Quorum:5*

*Terms of Reference:*

*-To consider, and to provide advice and recommendations to the Senate, on key academic matters related to research at the University, including but not limited to:*

- Institutional policies and procedures related to research;*
- Centres, institutes and other academic or administrative units with research-focused mandates;*
- Research aspects of university-level strategic planning; and*
- The research environment, infrastructure, funding and other issues which, in the opinion of the Committee, have an impact on research at the University.*

*-To consider an annual report on research at the University from the Vice-President Research and Innovation prior to its presentation to Senate.*

*-To meet or consult with other Senate committees as required on matters of mutual interest.*

Senator Shepherd said that at some universities ethics boards and animal care were explicitly referenced.

Dr Tees said that the terms of reference were written to be brought enough to all for policies around ethics boards and animal care to be considered as needed.

Senator Forwell asked if the committee would refine its terms of reference over time.



Dr Tees said yes, but the key issue was having good people on the committee who would learn from doing this remit if the terms are workable and improve on them.

Senator Frigaard spoke in favour of the motion and said the committee's members should be those who do research.

Approved

## Report from the Provost

### QUALITY ASSURANCE PROCESS AUDIT RESPONSE

As the request of the Provost, the Senate recognized Associate Provost Simon Bates who presented a summary of this matter.

Andrew Szeri Anna Kindler	}	<i>That the Senate approve the cover letter and Institutional Response to the 2918/2019 QAPA site visit report and its final submission to the Ministry of Advanced Education, Skills, and Training.</i>
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Senator Forwell said it often not known what external reviewers would address. She noted that this university has dozens of external reviews. She asked if this should not be given more prominence in this work.

Senator Tees said the Province was new at this and it would make sense to highlight what we do well to

Approved

### STRATEGIC ENROLMENT PLANNING

The Provost, Dr Andrew Szeri, presented an update on strategic enrolment planning at UBC.

Senator Harrison said that the provost said that these were reflections of student demand, but some of these changes have been orchestrated or constrained by departments.

Senator Krebs asked if the percentage growth of students compared with percentage growth of faculty.

The Provost said that educational leadership and other stream increases have kept this largely constant. The decreases are in sessional hires, research faculty, faculties without many international students, contract lecturers and teaching stream faculty.

Senator Shilling said that given the potential downturn in demographics, we should consider first nations students in our planning. She noted that 17% of Canadian First Nations people lived in British Columbia. She suggested we should speak with the 270000 First Nations people in BC who are proportionally younger and tend to have more children.

Dr Szeri agreed. He advised that we were now in the tail end of the budget development process and some of those initiatives are in the budget proposal.

Senator Koehoorn suggested the increases in graduate education in response to demographic changes. Can this inform consultation with government?

Dr Szeri said that two weeks ago he was in Victoria and the \$6 million from the last budget year was used as seed money for graduate fellowships and we have nearly doubled that.

Senator Leuprecht asked where we would go with non-degree post-graduate programs such as certificates.

Dr Szeri said that we are about to launch a Teaching and Learning Enhancement Fund (TLEF)-modelled program for online and hybrid delivery of content. We expect that this will be vehicle for programs such as those.

Senator Loewen said that while the data may show that teaching capacity is largely keeping pace with enrolment but that wasn't the lived experience.

Senator Golsteyn said that experiential learning needed space. Is this included as academic space?

The Provost replies that yes it was, and it was largely constant on a per student basis. As the offerings of UBC become more complex space needs to change over time.

Senator Frigaard said that local high schools still seemed full so this demographic data was surprising.

## **Other Business**

### **NOTICE OF MOTION**

Ms Jeanie Malone presented a notice of motion:

*That the Senate refer a discussion of inter-campus mobility and cross-campus academic collaboration to the Council of Senates, and authorize the Council to receive and discuss once-per-triennium reports on these topics.*

Ms Malone tied this to the strategic plan and key step in achieving that goal. The perception is that it is easier to transfer from outside of UBC than it is to move between campuses.

*This notice of motion was received under Rule 21 (f) of the Rules and Procedures of Senate and put on the agenda of the next regular meeting of Senate for consideration.*

## **APPEALS COMMITTEES**

Senator Malone rose to raise a concern with the operations of the Senate's appeals committees.

*Under Rule 21(d) of the Rules and Procedures of Senate, the vice-chair allowed this matter to be included on the agenda.*

Senator Malone said that last term she was made aware of a number of concerns that student senators had with the processes relating to the Appeals Committees: specifically, the Appeals of Academic Standing and the Appeals of Academic Discipline. These concerns largely relate to the role and ability of student senators to serve on these committees, to the time commitments, the subject matter, and the orientations made available to members of these Committees. Ms Malone expressed concerns with her being advised that it would not be appropriate to meet directly with the appeals committees and thus presented their list of concerns before the Senate:

### **1. Student Membership on Committees:**

*Principle:* Student representation on every panel is critical to students' perception and experience of fairness of university processes.

Explore the current process and practice of appointing panels (notice, criteria applied, etc.).

- Examine options to include more than one student on appeals.
- Acknowledge the difference between undergraduate and graduate student senator's experiences.
- What do we prioritize during scheduling? Why?

Explore of clarify procedure for withdrawal of a senator from an appeal.

- Lack of forewarning about topic/person involved - concerns about conflict of interest, sensitivity to topics such as sexual violence.

### **2. Diversity:**

*Principle:* Diverse bodies make better decisions. Diversity in the composition of panels must be achieved intentionally and purposefully.

- Create structural and procedural mechanisms to ensure diverse pools from which to appoint panel members.
- Explore creating guidelines, “job descriptions”, and criteria to diversify composition of adjudicative committee
- Is there room for any equity, diversity, or inclusivity training?
- Plagiarism treated with a similar level of seriousness as sexual violence cases. No specific training for any topic provided; there is no “trauma-informed” approach used nor mentioned.

### **Education and On-boarding:**

*Principle:* High-functioning and well-supported panels who bring or develop competencies in relation to UBC’s strategic priority areas are essential for fair and respectful adjudicative processes.

- It is very difficult to speak up on a matter when you do not feel like you understand the environment or language being used. The result is student member participation is limited and uncomfortable.
- There is a large gap in expectation setting. This has led to comments about being on Appeals being “punishing”, with a high workload in pre-reading and a high stress, emotionally draining process for committee members.
- Senate staff to provide sufficient notice of hearing dates, training/awareness about process to help Student Senators understand their adjudicative responsibilities before their first Appeal.
  - When should a conflict of interest be declared?
  - What types of questions are reasonable to ask?
  - What is the obligation to confidentiality?
  - How does deliberation occur?
  - What is the role of these processes in the broader legal picture, in the case of a criminal process being pursued?
- Establish a comprehensive and mandatory education module on procedural fairness that includes training, mentoring, leadership, and practice that has substantive content consistent with UBC’s commitment to diversity and inclusion, privacy, trauma-informed approaches and intercultural understanding. Ensure there are digital reference materials of this training available to members.
  - Orientations to include descriptions of the breadth of issues that come to committee, and manners in which they are dealt with.
  - Procedural fairness, bias, equity training and trauma-informed approaches.
  - Specific training from SVPRO/on sexual violence.
  - What to expect from an appeal - types of topics, procedures/rules, role of the senators.
- Establish annual meetings for each tribunal to discuss systemic issues, review procedures and make recommendations.
- Have available, prior to nomination to an Appeals body, clear expectations of committee members - availability, time commitment, and topics.



## Scheduling:

*Principle:* Flexibility must be balanced with certainty, timeliness and predictability to ensure the adjudication of issues are conducted in accordance with the principles of procedural fairness.

- Appeals often go overtime, and Senators are ‘trapped’ into an appeal (or the appellant will be negatively impacted). Result is usually rushed deliberations, and Senators needing to rearrange their calendars day-of when appeals run over.
- Create a fixed schedule of hearings throughout the year, with sufficient flexibility to add hearing dates as needed. [in progress]
- Explore the pros and cons of a hybrid model of scheduling hearings.
- Encourage the Chairs or Senate Staff to manage time during Appeals and prevent repetitive arguments. Encourage realistic time allocations prior to Appeals whenever possible.

## Process:

*Principle:* Key elements of procedural fairness include notice, disclosure, and the right to reply before a decision of significance is made. Possible penalties should be knowable, transparent and codified to a reasonable extent.

- Clarify the process and supports available for appellants (have this information available online). Include resources on how to acquire an advocate. Consider having similar orientations materials online so that there is an understanding of the process and scope, the roles of various people, and timing.
  - It appears that the lengthiness of the Appeals process has minimal impact on the institution, but there are many impacts on the Appellants. This is particularly true in the case of Academic Standing decisions which may impact registration, but may take months or years to be resolved.
  - Those who are not able to retain their own advocate are at a disadvantage. This appears to be a financial/resource barrier to the process.
  - Non-fluent students are at a disadvantage - access to translators is unclear, and technically challenging language is used against the Appellant.
- There appears to be a desire to remove consideration of repercussions of the decision from the process, in favour of applying the same consequences regardless of circumstances. This raises concerns of fairness. Consider codifying categories of misconduct with possible ranges of penalties. Add a procedural step to allow respondents to know and respond to findings of fact and a penalty recommendation before a final decision is made.
- It is unclear what the process is for an Appeals body to provide critique of policies or procedures in place after an appeal - only to assess whether they are followed. This means Appeals sometimes end up hearing many cases due to a particular policy but have no avenue to request that the Faculty or unit examine the appropriateness of the policy.



- Consider conducting the process in plain language terms whenever possible.
- Consider amendments to procedure to allow the respondent to review any materials before they are presented to the final decision-maker and to develop criteria for and guidelines around the range of penalties that could be imposed on a student.

In conclusion, Ms Malone noted that our strategic plan has a goal of “achieving agility in academic support and administration through thoughtful systemic change and simplification”. She expressed her hope that these concerns could be taken forward towards that goal and that the Vancouver Senate was able to receive a response on the way in which they can - or can't - be addressed. She thanked the Senate for its time and her fellow student senator and the ombudsperson for their commitment to improvements, and the staff of the appeals committees and the Ad Hoc committee for their work.

Senator Ahmed said he would need to take some time to consider what was said on this matter and would have appreciated it having come to his committee first. He noted that some of it struck him as factually inaccurate. He suggested that more could always be done to improve processes but he was concerned by how this was brought up.

Senator Collier said that procedure was bent here by this being brought forward in this way and she also felt that what was suggested was inaccurate.

Senator Holmes said student senators have put immense amount of work into this conversation and they faced roadblocks at times. He suggested that this was being brought forward now as this was the last senate meeting for some students and this seemed to be only way to advance these concerns.

Senator Hamid said she was chair of the Senate Ad Hoc Committee on Academic Diversity and Inclusion where some of these concerns had arisen. She noted that working for the AMS advocate she heard these concerns again and again from students. She respected the desire to go through proper processes but she felt that prioritization of this conversation had been lacking at a systemic level.

### **Adjournment**

Seeing no other business, the meeting was adjourned at 8:00 pm.





## Appendix A: Awards Report

### NEW AWARDS – ENDOWED

#### **Erickson-Kline-Moerike Nurse Practitioner Preceptor Prize**

Prizes totalling \$1,200 have been made available through an endowment established by Mr. Mitchel Erickson and Mr. Martin Kline for outstanding nurse practitioner preceptors in the Master of Nursing – Nurse Practitioner program. The prizes are made on the recommendation of the UBC School of Nursing. (First award available for the 2019/2020 winter session.)

#### **William D. Wray Graduate Scholarship in Japanese Studies**

Scholarships totalling \$5,000 have been made available through an endowment established by Tokuko Wray in memory of her husband, William D. “Bill” Wray, for graduate students in the Faculty of Arts undertaking study related to Japan with preference given to students researching Japanese history. William D. Wray (1943-2017) taught Japanese history at UBC for 33 years. The scholarships are made on the recommendation of the Faculty of Arts in consultation with the Faculty of Graduate and Postdoctoral Studies. (First award available for the 2019/2020 winter academic session.)

### NEW AWARDS – ANNUAL

#### **Dmitry Apel Memorial Award in Microbiology and Immunology**

A \$5,000 award is offered annually by the family of Dmitry Apel for a Ph.D. student in the Department of Microbiology and Immunology with outstanding academic achievement who has demonstrated involvement in the student community through volunteerism or participation in student groups. Preference will be given to a student in the final year of the Ph.D. program. Dmitry was pursuing his Ph.D. when he passed away, and was posthumously awarded his degree. Dmitry’s attitude towards scientific research reflected his passionate belief in the benefit of the fundamental quest for knowledge. This academic award is made on the recommendation of the Department of Microbiology and Immunology in consultation with the Faculty of Graduate and Postdoctoral Studies. (First award available for the 2018/2019 winter session.)

#### **Dottori-Attanasio Centennial Scholars Award in Commerce**

Renewable entrance awards totalling \$10,000 each are offered annually by Mark Attanasio and Laura Dottori for outstanding domestic students entering the Bachelor of Commerce program in the UBC Sauder School of Business. Recipients are academically qualified and would not be able to attend UBC without financial assistance. In addition to academic merit, consideration is given to qualities such as leadership skills, community service and recognized extra-curricular achievement. Preference is for students from under-represented student populations. Subject to continued academic standing, the awards will be renewed for a further three years of study or until the first undergraduate degree is obtained (whichever is the shorter period). The Dottori-Attanasio family believes in the importance of diversity and inclusion in business and society. It is their belief that people and companies always do better when supported by persons with different backgrounds and perspectives. They created this award to support students from different backgrounds in accessing a great education to reach their full potential. The awards are made on the recommendation of the Centennial Scholars Entrance Award Committee. (First award available for the 2019/2020 winter session.)

#### **Faculty Advisory Board Bachelor of Commerce Entrance Scholarship**



A \$10,000 entrance scholarship is offered annually by the UBC Sauder School of Business Faculty Advisory Board to outstanding undergraduate student entering the first year of the Bachelor of Commerce program directly from secondary school. Candidates must be Canadian citizens or permanent residents. Subject to continued scholarship standing, the award will be renewed for a further three years of study or until a Bachelor of Commerce degree is obtained (whichever is the shorter period). The scholarship is made on the recommendation of the UBC Sauder School of Business. (First award available for the 2019/2020 winter session).

### **Brittany Jang Prize in Urban Futures**

A prize of \$500 is awarded annually to the top academic student in lower-level required courses in the Urban Studies Program in the Faculty of Arts. Preference will be given to a top student from URST 200 or GEOG 250. The prizes are made on the recommendation of the Chair of Urban Studies Coordinating Committee and the Department of Geography. (First award available for the 2018/2019 winter session.)

### **Lieutenant Governor's Medal for Inclusion, Democracy and Reconciliation**

One medal is offered annually by the Lieutenant Governor of British Columbia to a student graduating from any four-year undergraduate degree program who demonstrates academic merit and contribution to the life of the University and/or to their community in the areas of inclusion, democracy, and/or reconciliation. Contributions in the area of inclusion refer to the promotion of diversity and inclusion and demonstration of strong collaboration and unifying efforts through the promotion and display of tolerance and respect for others. Contributions in the area of democracy refer to the strengthening of democracy through civic engagement or the advancement of human rights and demonstration of the recognition of the fundamental rights and dignity of all persons at a local, national, or global level. Contributions in the area of reconciliation refers to action taken to transform society by establishing a renewed relationship with Indigenous peoples and efforts undertaken to heal communities. This award has no monetary value. The award is made on the recommendation of the Lieutenant Governor's Medal Committee. (First award available for the 2018/2019 winter session.)

### **Dr. Zohreh Izadi Memorial Entrance Award**

Entrance awards totalling \$20,000 are offered annually in memory of Dr. Zohreh Izadi, to outstanding students entering university directly from secondary schools, or transferring directly from other colleges and universities, in Canada or abroad. Criteria for these entrance awards include demonstrated academic achievements in the arts, or science with preference given to refugee students. Recipients are academically qualified students with an interest in joining and contributing to the UBC Vancouver community but who would not be able to attend UBC without significant financial assistance. Dr. Izadi spent her life working as a physician, war medic, and humanitarian. She had a great interest in the arts, having authored hundreds of poems and literary pieces, and created a large body of paintings. She came to Canada as a refugee, and always had tremendous love and admiration for students of science and the arts, and a particular interest in the wellbeing of refugees. The awards are made on the recommendation of the Centennial Scholars Entrance Award Committee. (First award available for the 2019/2020 winter session.)

### **Petrov Family Graduate Scholarship in Chemical and Biological Engineering**

A \$2,000 scholarship is offered annually by Dr. Olga Petrov (Ph.D. 2018), Dr. Aleksandar Petrov (Ph.D. 1996), and Irina Petrov (B.Sc. 2012) for outstanding Ph.D. students in the Department of



Chemical and Biological Engineering. The Petrovs emigrated from Belgrade in 1996, then the capital of Yugoslavia. Aleksandar worked for ten years in the computer hardware industry in Vancouver. After being diagnosed with multiple sclerosis he retired and Olga supported the family through her work in consultancy and teaching. Despite her own battle with cancer, she completed her Ph.D. in Chemical and Biological Engineering at UBC in 2018. The Petrovs felt it was a privilege to study at UBC and established this award to provide support and encouragement to future generations of students. The scholarship is made on the recommendation of the Department of Chemical and Biological Engineering, in consultation with the Faculty of Graduate and Postdoctoral Studies. (First award available for the 2019/2020 winter session.)

### **Drs. Joan and Melville Shaw Scholarship in Music**

A \$2,000 scholarship is offered annually by Dr. Joan Shaw (B.A. 1969, B.Mus. 1972, Dip (Ed). 1997, M.A. 2000, Ph.D.) and Professor Emeritus Melville Shaw (M.D.), for students entering second year or higher in the Bachelor of Music program. The lives of both Drs. Shaw have been strongly influenced by music and their ability to make music and friendships around the world was based on their love of all kinds of music. The scholarship is made on the recommendation of the UBC School of Music. (First award available for the 2019/2020 winter session.)

## **PREVIOUSLY APPROVED AWARDS WITH CHANGES IN TERMS OR FUNDING SOURCE**

### **ENDOWED AWARDS**

#### **7308 – Arthur John Watson Memorial Bursary in Electrical Engineering**

##### ***Rationale for Proposed Changes***

*The donor would like to open the candidate pool to all students in electrical engineering while still giving preference to Indigenous students. As discussed with University Counsel this amendment to the award description is within the stated purpose of the endowment which is to support bursaries for electrical engineering students.*

##### **Current Award Description**

Bursaries totalling \$1,300 have been made available through an endowment established by Mrs. Geraldine Stringer in memory of her first husband, Arthur John Watson, who graduated from UBC in electrical engineering (BASc1953). The bursaries are awarded to Canadian Aboriginal undergraduate students in Electrical Engineering in the Faculty of Applied Science.

##### **Proposed Award Description**

Bursaries totalling \$1,300 have been made available through an endowment established by Mrs. Geraldine Stringer in memory of her first husband, Arthur John Watson, who graduated from UBC in electrical engineering (BASc1953). The bursaries are awarded to Canadian Aboriginal undergraduate students in Electrical Engineering in the Faculty of Applied Science. Preference will be given to First Nations, Inuit or Métis students of Canada.

### **International Leader of Tomorrow Awards**

***Rationale for Proposed Changes***

*As approved at the February 12 meeting of the Board of Governors, the International Leader of Tomorrow Award Endowment Fund will be renamed to the Karen McKellin International Leader of Tomorrow Award Endowment Fund in honour of Karen McKellin, Executive Director, International Student Initiative as requested by The Vice -Provost Dr. Pam Ratner. The renaming of the related annual awards honors Karen's retirement and significant contributions to UBC over her 20 years of service.*

**693 – International Leader of Tomorrow Award**

**Proposed Name: Karen McKellin International Leader of Tomorrow Award**

**Proposed Award Description**

No change.

**8385 – International Leader of Tomorrow Bursary**

**Proposed Name: Karen McKellin International Leader of Tomorrow Bursary**

**Proposed Award Description**

No change.

**8483 - International Leader of Tomorrow Award (Start Up)**

**Proposed Name: Karen McKellin International Leader of Tomorrow Award (Start Up)**

**Proposed Award Description**

No change.

**8484 – International Leader of Tomorrow Award (Living Allowance)**

**Proposed Name: Karen McKellin International Leader of Tomorrow Award (Living Allowance)**

**Proposed Award Description**

No change.

**8485 – International Leader of Tomorrow Bursary (Start Up)**

**Proposed Name: Karen McKellin International Leader of Tomorrow Bursary (Start Up)**

**Proposed Award Description**

No change.

**8486 – International Leader of Tomorrow Bursary (Living Allowance)**

**Proposed Name: Karen McKellin International Leader of Tomorrow Bursary (Living Allowance)**

**Proposed Award Description**

No change.

**Annual Awards****1609 – Wolrige Mahon Scholarship*****Rationale for Proposed Changes***

*Wolrige Mahon LLP has been renamed to Baker Tilly WM LLP. They have requested that their named annual award be updated to reflect this change.*

**Current Award Description**

Four \$500 scholarships are provided by Wolrige Mahon, LLP, Chartered Professional Accountants, to four students in the third year of the Accounting option in the Sauder School of Business. They are made on the recommendation of the School based on academic standing, leadership qualities and interest in pursuing careers as Chartered Professional Accountants.

**Proposed Name: Wolrige Mahon Baker TillyWM Scholarship**

**Proposed Award Description**

Four \$500 scholarships are provided by Wolrige Mahon, LLP, Chartered Professional Accountants, Baker Tilly WM LLP to four students in the third year of the Accounting option in the Sauder School of Business. They are made on the recommendation of the School based on academic standing, leadership qualities and interest in pursuing careers as Chartered Professional Accountants.

## Appendix B: Curriculum Report

### FACULTY OF APPLIED SCIENCE

#### *New courses*

**CHBE 220 (4)** Founding Principles in Chemical and Biological Engineering I; **CHBE 221 (3)** Founding Principles in Chemical and Biological Engineering II; **CHBE 263 (1)** Introduction to Chemical and Biological Engineering Laboratory Practice; **CHBE 264 (2)** Chemical and Biological Engineering Laboratory

#### *Revised degree requirements*

Bachelor of Applied Science>Chemical and Biological Engineering>Degree Requirements

### FACULTY OF ARTS

#### *New courses*

**ASIA 150 (3)** Asian Internets; **ASIA 336 (3)** Sufi and Bhakti Devotional Literatures; **ASIA 389 (3)** Life Writings of South Asian Diasporic Women; **ASIA 399 (3)** Films of the South Asian Diaspora; **ASIA 445 (3)** Japanese Crime Fiction; **ASIA 474 (3)** From the Chronicle to the Archive: Cultures of History in South Asia; **GREK 403 (3-6) d** Studies in Ancient Greek Prose and Verse; **HIST 100 (3)** What Is History?; **LATN 403 (3-6) d** Studies in Latin Prose and Verse; **RUSS 301 (3)** Third-Year Russian I; **RUSS 302 (3)** Third -Year Russian II

### FACULTY OF COMMERCE AND BUSINESS ADMINISTRATION

#### *Reorganization of calendar pages*

Commerce and Business Administration>Bachelor of Commerce>Co-operative Education; Commerce and Business Administration >Bachelor of Commerce>Minors and Concentrations

#### *New concentration*

Sustainability and Social Impact

### FACULTY OF GRADUATE AND POSTDOCTORAL STUDIES

#### **Law**

#### *New courses*

**LAW 550 (3)** Taxation of Corporate Reorganizations; **LAW 588 (3)** Ethics and Professionalism

### PETER A. ALLARD SCHOOL OF LAW

#### *New course*

**LAW 414 (3)** Taxation of Corporate Reorganizations

#### *Removal of International Degree Partnership Program*

Joint Legal Education Agreement with the University of Hawai'i

### FACULTY OF MEDICINE

#### *New course*

**MEDD 499 (4-8) d** Clinical Electives

### FACULTY OF SCIENCE

#### *Revised minors*

Applied Animal Biology; Sustainable Agriculture and Environment; Food and Resource Economics; Food Science; Nutritional Sciences; Sustainable Food System



# 2019/2020 BUDGET

*APRIL 2019*

*Submission to the University of British Columbia  
Board of Governors*



THE UNIVERSITY OF BRITISH COLUMBIA

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*Pictured on front: The Indian Residential School History and Dialogue Centre, opened in 2018.*



# 1. Executive Summary

## Overview

We are pleased to present the 2019/20 Budget for The University of British Columbia.

UBC ranks among the leading public universities in the world, and contributes extensively to the economic and wider prosperity of British Columbia, as well as Canada and beyond. The annual budget supports the collective vision, purpose, values, and goals of the institution, as identified in the university's new strategic plan (*Shaping UBC's Next Century, Strategic Plan 2018 – 2028*). This Budget Report presents the operating and consolidated budget for the university, which aims to continue the university's ongoing endeavors and to identify new opportunities for extending research, teaching, and engagement.

The UBC Operating Budget reflects the operations of both campuses of the university, including capital spending and income earned from land development proceeds endowments, but excluding restricted funding in research and endowments.

<b>OPERATING BUDGET FISCAL 2019/20</b> (In \$millions)	<b>Fiscal 17/18 Actual</b>	<b>Fiscal 18/19 Forecast</b>	<b>Fiscal 19/20 Budget</b>
<b>Operating Revenue</b>			
Provincial government grants	615	637	657
Tuition	607	689	754
Others	728	778	785
<b>Total Operating Revenue</b>	<b>1,950</b>	<b>2,104</b>	<b>2,196</b>
<b>Operating Expenditures</b>			
Salaries & benefits	1,158	1,242	1,349
Non Salaries	770	858	907
<b>Total Operating Expenditures</b>	<b>1,928</b>	<b>2,100</b>	<b>2,256</b>
<b>Reserve (drawdowns) / additions</b>	<b>22</b>	<b>4</b>	<b>(60)</b>

Core revenues are fully allocated towards the cost of continuing the current base operations, as well as investing in new strategic initiatives to meet university priorities. Revenues are forecast to increase by \$92m (from \$2,104m in fiscal 2018/19 to \$2,196m in fiscal 2019/20), which will be allocated to faculties, the Strategic Investment or "Excellence" Funds (proposed to be renamed the Academic Funds) and strategic initiatives.

The budgeted operating deficit of \$60m is the result of planned one-time investments from accumulated reserves, notably the Academic Funds, capital investments on the Okanagan campus and one-time expenses for enterprise-wide IT systems.

The university's consolidated budget assumes annual revenues of \$2.8b of which \$2.2b are from the university's core operations, as identified in the table above. Adjusting for unrestricted surpluses in research and endowments, as well as a net investment in capital, the university expects a consolidated surplus for fiscal 2019/20 of \$30m as detailed in section 6.

## Economic Environmental Scan

### International

UBC is a globally-recognized centre for teaching, learning, and research, and an important contributor to the landscape of international education. The institution is consistently ranked as one of the top 20 public universities in the world, and is recognized as having the most international outlook of any university in North America. This position has created opportunities for UBC to attract talented students and researchers from over 160 countries, and has opened doors for the university to engage with global challenges that have far-reaching impact.

International student enrolment continues to show strong demand, and combined with increases in international tuition has provided an important source of revenue for the university. This revenue base now supports the UBC Academic Funds (formerly the Strategic Investment or “Excellence” Funds), and contributes to student financial aid as well as UBC’s strategic investments.

### Domestic

While the overall economic environment UBC faces in the year ahead continues to be constrained in a number of aspects, it does include an uplift in funding from the provincial government for general wage increases, a continuing commitment to improving routine capital funding (deferred maintenance on academic facilities), as well as significant contributions to several building projects in partnership with the federal government’s “Strategic Investment Fund.”

In March 2017, the provincial government announced additional funding to increase students’ access to technology-related programs. In the 2019/20 fiscal year, the Ministry of Advanced Education, Skills & Training will fund an additional 136 FTEs for Computer Science, Biomedical Engineering, and Manufacturing Engineering at the Vancouver campus, and 44 FTEs for Computer Science and Manufacturing Engineering at the Okanagan campus. These opportunities will be created with \$2.6m of incremental funding.

One-time funding from the Ministry of Advanced Education, Skills & Training will also add 36 new FTEs in Early Childhood Education, and 15 new FTEs in the Master of Nursing Practitioner programs on the Vancouver campus for fiscal 2019/20.

### UBC

The university’s main campuses in Vancouver and the Okanagan are home to world-class facilities that foster cutting-edge research, innovative entrepreneurship, and boundless academic and extracurricular opportunities. The campuses, as well as UBC’s satellite locations around British Columbia, also represent important social and economic contributions to their respective communities and beyond. The university projects 49,456 undergraduate (+0.7 per cent) and 9,135 graduate students (+2.6 per cent) in fiscal 2019/20.



*Students celebrating at Imagine UBC, a campus orientation for new students held every September.*

## Strategic Investments

### Priority Operating Investments

The 2019/20 Budget includes a number of new investments in strategic priorities and operating initiatives. Incremental operating revenue will provide the capacity to meet a wide number of important needs and opportunities. The new investments support the core areas and priorities of the 2018-2028 UBC Strategic Plan.

The recommendations are the result of extensive consultations across the Vancouver campus that included senior leadership, faculty, staff, and students. A budget advisory group conducted a thorough review of the detailed proposals, including feedback from the group consultations and provided their recommendations to the Provost & Vice-President Academic, the Vice-President Finance and Operations, and the Executive.

The areas selected for new funding follow the themes identified in the UBC Strategic Plan, which include:

- Strategic Themes
  - *People and Places*
  - *Research Excellence*
  - *Transformative Learning*
  - *Local and Global Engagement*
- Sustainment/Compliance/Operations/Risk Mitigation

In fiscal 2019/20 a total of \$36.9m has been recommended for the Vancouver campus, and in some cases system-wide, with some of the most notable investments being in IT systems and infrastructure, Aboriginal learning and relationships, expanded Collegia for first-year students, the Library (exchange rate equalization), the Independent Investigations Office, UBC brand positioning, and classroom upgrades. The Okanagan campus is recommending \$10.3m in strategic investments.

### UBC Academic Funds

UBC is a globally recognized centre of research and educational excellence, and its goal is to enhance this excellence through targeted strategic investments on both campuses. The Academic Funds (formerly the Strategic Investment or “Excellence” Funds) were established in February 2016 to support UBC’s ambition to become Canada’s best university over the next decade.

The funds support strategic initiatives that will enhance and amplify current efforts in key areas to ensure UBC is:

- Recruiting and retaining exemplary students, faculty, and staff
- Building and supporting world class research infrastructure to enable innovative, cutting-edge research
- Providing an excellent student learning experience for domestic and international students, at the graduate and undergraduate levels, both inside and outside the classroom

---

*A total of \$68.2m of funding is planned in the 2019/20 fiscal year with some of the most notable being: increased student financial aid; President’s International Doctoral Student Awards; President’s Recruitment Awards; Work Learn opportunities for students; Research Clusters and Digital Research Infrastructure operations.*

---

Given the limitations of a single fund, and the current terms of reference, to achieve the desired goals the following stratification of the fund, for the Vancouver campus, is being proposed:

- Strategic Excellence Fund
- Revenue Sharing Fund
- Student Financial Aid Fund
- Academic Capital Fund
- Integrated Renewal Project Fund

A total of \$68.2m of funding is planned for the Vancouver campus in the 2019/20 fiscal year with some of the most notable being: increased student financial aid; President's International Doctoral Student Awards; President's Recruitment Awards; Work Learn opportunities for students; Research Clusters; and Digital Research Infrastructure operations. A total of \$8.9m is also planned for the Okanagan campus.

## Base Operations

### Operating Revenue

UBC's operating revenue is generated from government grants, tuition revenue, land proceeds, and faculty and central unit revenues. The Provincial Grant has in recent years increased only for funded general wage increases (GWI) for core operations, and incrementally funded seats for specific programs, with any funding required for strategic initiatives provided from incremental tuition and business revenues.

### Operating Costs

The Operating Budget, covering the core academic operations of the university, includes elements of new investments in programs and services, as well as providing resources necessary to maintain current activities.

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*The Canadian Dollar continues to provide challenges in key import costs, including library subscriptions and monographs, and research equipment.*

---

UBC continues to be challenged in meeting the other growing costs of our teaching, research, and support services. The Canadian dollar is currently trading at approximately \$0.75 relative to the U.S. dollar, and provides challenges in key import costs, including Library subscriptions and monographs, and research equipment.

Savings from efficiencies continue to make an important contribution to providing the capacity for both new investments and maintaining current activity levels. The university will need to continue to focus on the delivery of ongoing efficiencies to optimize its teaching, learning, and research outcomes.

### Capital Expenditure

The capital program for fiscal 2019/20 continues to be extensive, with \$525m of total expenditure budgeted. A notable feature in the year ahead is the continued expansion of funding from the Provincial Government for "routine capital." This expenditure principally focuses on the deferred maintenance associated with our academic facilities, and is budgeted to be \$50m in fiscal 2019/20. (Note that this expenditure includes a 25 per cent matching contribution from UBC.)

Major building projects under development include the Pacific Residence (Walter Gage Infill Site), Brock Commons Phase 2, Okanagan Nechako Housing Commons and Skeena Residence, the Undergraduate Life Sciences Teaching Labs, UBC Vancouver Bus Exchange, and the MacInnes Field Parkade. Please refer to section Appendix VI Capital Details for further information.



*A rendering of the planned Nechako Housing Commons and Skeena Residence, under development on the Okanagan campus.*

UBC's student, finance, and human resources enterprise IT systems were implemented over 20 years ago and are in desperate need of renewal. The university is committing \$12m of recurring funds in this year's budget, with a further \$16.5m in fiscal 2020/21 to fund the loan repayments for the replacement of these systems.



## 2. Introduction (“Budget 101”)

The UBC Budget represents the financial plan for the university — it serves as a roadmap for allocating all of the university's revenues against anticipated expenses. It uses the prior year's allocations as a starting point to identify recurring funding, and considers enhancement requests and the distribution of incremental revenue to fund strategic initiatives and manage cost pressures. The model used at UBC is decentralized, meaning that faculties and administrative units are responsible for balancing budgets within their respective portfolios. The budget process includes the following key assumptions with regard to revenues and expenses:

- Funding from the provincial government
- Tuition levels and student numbers
- Revenue forecasts from other sources
- Salary and benefit increases
- Other cost increases, in line with on changes to the consumer price index (CPI) or the Higher Education Price Index, and currency exchange rates

These budget assumptions (summarized in Appendix I) include all proposed budget allocations, as well as projections made by faculties and units from both campuses (Vancouver and Okanagan) of expected results for the year, including any plans for drawdowns of reserves. The budget for each campus is determined separately but both are combined in this report, with supporting details provided for each.

### The Budget Process

Extensive consultation and engagement with the university community is a cornerstone of the budget process, to ensure the successful combination of university-wide projections and analysis with faculty and administrative unit plans. To create the budget this year UBC's financial teams have collaborated with:

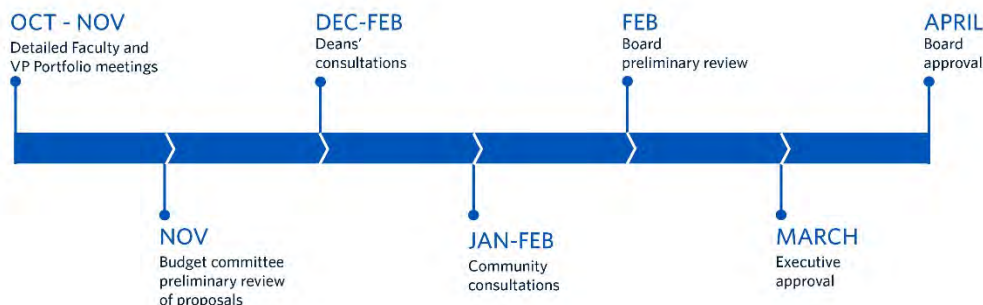
- Deans
- Senate Budget Sub-Committees of the Budget Committee of the Council of Senates (Vancouver and Okanagan)
- Elected student leadership
- Heads and Directors of academic departments and schools
- Associate Vice-Presidents (and equivalent)
- Executive

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*Extensive consultation and engagement with the university community is a cornerstone of the budget process.*

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A general timeline illustrating the budget development process is as follows:

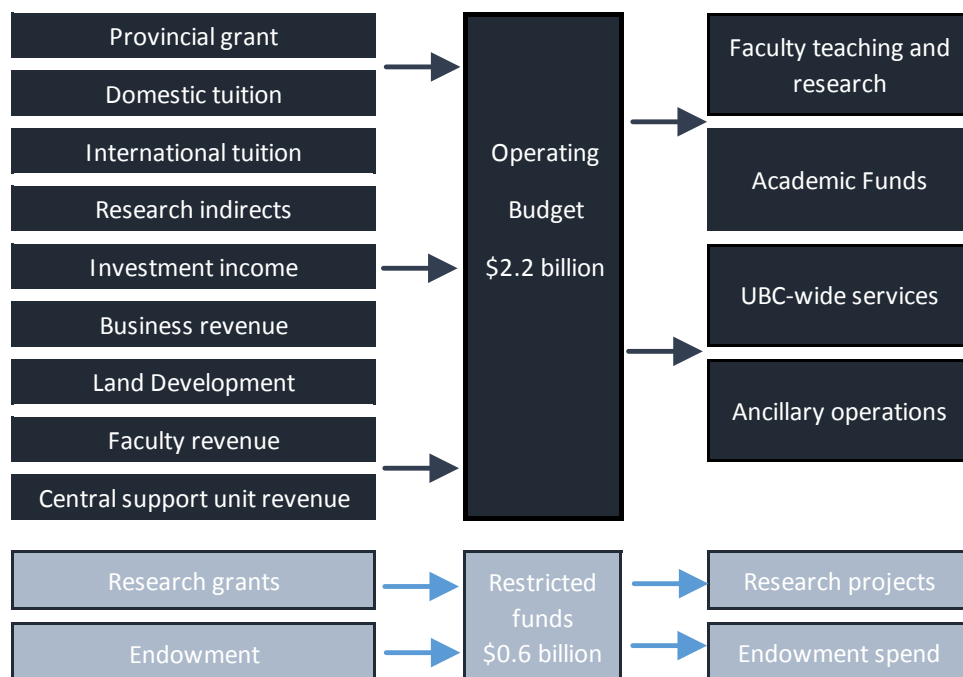


The Budget is presented for the approval of UBC's Board of Governors, and covers the fiscal year from April 1, 2019 to March 31, 2020.

## Budget Framework

The most significant component of the university's Consolidated Budget is the Operating Budget, which covers the core academic operations of UBC. This report also covers all other areas comprising the consolidated financial statements of the university, including research, endowment, and capital expenditure. The intention of the Budget Report is to illustrate how these pieces link together, as well as the financial targets for each.

A simple picture of university's Consolidated Budget is as follows:



Plans for capital expenditure are summarized later in this report, including projections for major projects approved separately by the Board of Governors, as well as other planned minor capital expenditure.

The Operating Budget includes income received by the university to support core academic operations. This revenue includes the provincial operating grant, domestic and international tuition, investment income earned on cash and investments, research overheads and indirect costs of research funds received from the federal government, and investment income earned from land development proceeds. It also includes other revenue generated by central units and ancillaries across campus that directly support those operations, including student housing, food services, the UBC Bookstore, and parking. Many faculties also receive funding directly from non-core activities, which are managed locally to directly support their operations.

The financial target for the Operating Budget is to achieve a near balanced result. This means that operating revenue and expenditures (which include ongoing capital costs and internal loans for capital projects) are at equivalent levels.



*A big part of new student success is mental and physical wellbeing.*

The Province of BC provides an operating grant totaling \$657m to the university to support the teaching of domestic undergraduate and graduate students in selected programs. Of this, \$585m is designated for UBC Vancouver and \$72m for UBC Okanagan. In return, the university enrolls 29,877 full-time domestic undergraduates and 5,812 graduate students in Vancouver, and 7,025 students overall in the Okanagan. There are some specific enrolment targets, primarily in the health sector and in line with the provincial government's Skills for Jobs Blueprint. UBC expects to exceed the provincial enrolment targets by approximately 1,200 domestic undergraduate students and 3,200 graduate students.

UBC allocates tuition received via formula to the faculties and to student financial aid (SFA). In Vancouver, we allocate approximately 7.5 per cent of incremental tuition to support student financial aid for both international and domestic students. Of the remainder, 75 per cent of graduate and domestic undergraduate tuition and 65 per cent of international undergraduate tuition flows directly to the faculties to support direct teaching costs. In the Okanagan, after SFA, 60 per cent of domestic and 50 per cent of international tuition is allocated to the faculties. The remainder is allocated for strategic priorities and core and support services. Since 2015/16, both campuses have set aside two-thirds of the international undergraduate tuition rate increases to support the Strategic Investment "Excellence" Fund.



### 3. Operating Budget

The Operating Budget (Vancouver and Okanagan combined) is summarized in the statement below.

Total revenue is budgeted to increase by \$93m (4.4 per cent) with the most significant increase arising from international tuition. Expenses are expected to increase by approximately \$160m (8.6 per cent) with a range of factors including salary obligations.

#### OPERATING BUDGET FISCAL 2019/20

(In \$millions)

##### Operating Revenue

	Fiscal 17/18 Actual	Fiscal 18/19 Forecast	Fiscal 19/20 Budget
Provincial government grants	615	637	657
Tuition	607	689	754
Investment income	41	51	58
Research indirects	37	35	34
Business revenue	28	35	35
Land development proceeds	24	31	33
Faculty revenue	182	187	181
Central support unit revenue	416	439	444

##### Total Operating Revenue

<b>1,950</b>	<b>2,104</b>	<b>2,196</b>
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##### Operating Expenditures

Salaries & benefits	1,158	1,242	1,349
Operating costs - other	471	527	569
Cost of goods sold	43	43	50
Grants to third parties	1	1	1
Interest expense	51	53	57
Capital spending	143	154	162
Transfers to non-operating funds	60	80	68

##### Total Operating Expenditures

<b>1,928</b>	<b>2,100</b>	<b>2,256</b>
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##### Surplus / (Deficit)

<b>22</b>	<b>4</b>	<b>(60)</b>
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### Operating Revenue

The Operating Budget includes all unrestricted revenue received by the university. The majority of this revenue is managed and allocated through the budget process, but a smaller portion is generated directly by faculties

and central support units. The total revenue managed through the budget process in fiscal 2019/20 is \$1,571m, with an additional \$626m of operating revenue generated directly by units.

OPERATING REVENUE (in \$millions)	UBC Vancouver				UBC Okanagan				UBC Total			
	Actual Fiscal 17/18	Forecast Fiscal 18/19	Budget Fiscal 19/20	Budget vs. Forecast	Actual Fiscal 17/18	Forecast Fiscal 18/19	Budget Fiscal 19/20	Budget vs. Forecast	Actual Fiscal 17/18	Forecast Fiscal 18/19	Budget Fiscal 19/20	Budget vs. Forecast
Provincial government grants	546	567	585	18	69	70	72	2	615	637	657	20
Undergraduate tuition												
Domestic	193	200	207	7	35	37	39	2	228	237	246	9
International	268	318	359	41	32	46	54	8	300	364	413	49
Graduate tuition	75	82	88	6	4	6	7	1	79	88	95	7
Investment income	41	51	58	7	-	-	-	-	41	51	58	7
Research revenue	36	34	33	(1)	1	1	1	-	37	35	34	(1)
Business revenue	27	33	33	-	1	2	2	-	28	35	35	-
Land development proceeds	24	31	33	3	-	-	-	-	24	31	33	3
<b>Subtotal</b>	<b>1,210</b>	<b>1,316</b>	<b>1,396</b>	<b>81</b>	<b>142</b>	<b>162</b>	<b>175</b>	<b>13</b>	<b>1,352</b>	<b>1,478</b>	<b>1,571</b>	<b>94</b>
Faculty revenue	181	186	180	(6)	1	1	1	-	182	187	181	(6)
Central support unit revenue	406	428	435	7	10	11	9	(2)	416	439	444	5
<b>Total Operating Revenue</b>	<b>1,797</b>	<b>1,930</b>	<b>2,011</b>	<b>82</b>	<b>153</b>	<b>174</b>	<b>185</b>	<b>11</b>	<b>1,950</b>	<b>2,104</b>	<b>2,196</b>	<b>93</b>

### Provincial Government Grant

The government grant is the primary source of funding for domestic undergraduate and some graduate teaching. Operating revenue is up \$20m in fiscal 2019/20 largely due to funding for general wage increases (GWI) for all bargaining units and FTE growth in technology-related programming expansion.

### Tuition Income

#### Student enrolment

The university is projecting a total enrolment of 58,591 student FTEs in fiscal 2019/20 across both campuses; details as follows:

#### Student Enrolment

Student FTE	Fiscal 18/19			Fiscal 19/20 (Projected)			Change
	Vancouver	Okanagan	Total UBC	Vancouver	Okanagan	Total UBC	
Undergraduate							
Domestic	31,111	6,626	37,737	31,129	6,775	37,904	0.4%
International	10,032	1,327	11,359	10,079	1,473	11,552	1.7%
Total	41,143	7,953	49,096	41,208	8,248	49,456	0.7%
Graduate	8,128	779	8,907	8,330	805	9,135	2.6%
<b>Total</b>	<b>49,271</b>	<b>8,732</b>	<b>58,003</b>	<b>49,538</b>	<b>9,053</b>	<b>58,591</b>	<b>1.0%</b>

#### Undergraduate Student Intake

Student Headcount	Fiscal 18/19			Fiscal 19/20 (Projected)			Change
	Vancouver	Okanagan	Total UBC	Vancouver	Okanagan	Total UBC	
Domestic	11,402	1,877	13,279	11,586	1,964	13,550	2.0%
International	3,744	522	4,266	3,652	518	4,170	-2.3%
<b>Total</b>	<b>15,146</b>	<b>2,399</b>	<b>17,545</b>	<b>15,238</b>	<b>2,482</b>	<b>17,720</b>	<b>1.0%</b>

#### Domestic undergraduate tuition

The Vancouver campus enrolled 31,111 FTEs in fiscal 2018/19. This is projected to remain relatively constant. The fiscal 2019/20 budget reflects a 2 per cent increase in tuition rates.

The Okanagan campus enrolled 6,626 FTEs in 2018/19. The fiscal 2019/20 budget assumes a 2 per cent increase in tuition rates and a 2 per cent increase in FTEs.

#### *International undergraduate tuition*

Faculties are planning for a total international enrolment increase of 1.7 per cent. In combination with increases in international student tuition (3 per cent for continuing students and 4 per cent for new students), this will result in an increase of \$49m across both campuses. Intake for fiscal 2019/20 is expected to decrease by 2.3 per cent, compared to the 2018/19 intake of first-year and transfer students.

#### *Graduate tuition*

The Vancouver campus budget reflects a 2 per cent tuition rate increase for domestic students and higher increases in certain professional programs for international students. . It also includes growth in domestic professional programs, largely in UBC Sauder School of Business, Faculties of Forestry, Arts, Science and Dentistry. The Okanagan campus budget reflects a 2 per cent tuition rate increase and growth in professional programs, primarily the Master of Data Science, in the Irving K. Barber School of Arts and Sciences.

### **Other Income**

#### *Investment income*

Investment income represents income earned on cash and operating investments, internal loans and construction project financing. The earnings are netted against interest payments on external debt, the Student Housing Finance Endowment and the endowment borrowing for Orchard Commons. Overall volatility is mostly a function of the variability in working capital balances and the distribution of those balances; for example, delays in construction will reduce the interest earned on construction deficits whilst increasing interest earned on operating investments. The exposure to interest rate risk is minimal due to fixed rates of interest on internal loans and external debt.

Investment revenue in fiscal 2019/20 is expected to be higher than 2018/19. This is due to expected increases in overall cash reserves which will then be invested in UBC Properties Trust promissory notes to fulfill upcoming construction financing requirements and several new internal loan advances. In addition, operating investments with variable rate terms have increased rates of return corresponding with market interest rate increases.

#### *Research revenue*

Research revenue includes the Federal Research Support Fund (which contributes to the overhead or indirect costs of Tri-Council research grants and is calculated, based on a formula, as a percentage of total federal research funding, based on a formula), a share of royalty revenue, and cost recoveries from industry sponsored research funding. Fiscal 2019/20 is the last year of phasing out UBC central's share the Canada Research Chair (CRC) funding for indirect costs, and now 100 per cent of the funding resides in faculties' revenue.

#### *Business revenue*

Business revenue includes the net return or dividend to the university from ancillary operations (including student housing and hospitality, parking, food services and the bookstore) as well as lease income and the General Municipal Service Levy (GMSL) charged to businesses on campus. Ancillaries are expected to be financially self-sustaining, including setting aside funds for capital renewal and providing a financial dividend to the university to be invested in important strategic priorities. Dividends paid each year by the ancillaries are determined through the budget process. The operating revenue of ancillaries is included under "Central support unit revenue," and includes Student Housing and Hospitality Services, Bookstore, and Parking

### Land development proceeds

The proceeds from land development are derived from long-term leases and from the net proceeds of market rental activities. This enterprise is managed by UBC Properties Trust. Revenue received from long-term leases is held in perpetuity as endowments (invested at UBC Investment Management Trust Inc. ["IMANT"] and in the Student Housing Financing Endowment and Faculty Housing Assistance Financing Endowment Fund ) to support strategic investments. This is expected to generate \$23m in fiscal 2019/20 and the net proceeds of rental activities are expected to generate \$10m. Please refer to Appendix III for further details.

### Faculty revenue

Faculty revenue represents operating revenue generated by the faculties that flows directly to them (rather than being allocated via the tuition allocation model or the budget process). Examples include revenue generated by Faculty of Arts' business development contracts and grants for the Canadian International Resources and Development Institute (CIRDI), and Real Estate pre-licensing courses in the UBC Sauder School of Business, as well as analytical and core services that faculties bill on a fee-for-service basis.

### Central support unit revenue

Vancouver central support unit revenue includes revenue from Extended Learning, Vantage College, Information Technology, Building Operations, Energy and Water Services, and ancillary units. The revenue increase is mainly due to the anticipated opening of the Exchange Residence and MacInnes Field underground parkade at the Vancouver campus.

Okanagan central support unit revenue primarily includes Information Technology, Campus Operations and Risk Management, and ancillary units.

## Operating Expenditures

Operating Expenditures  (in \$millions)	UBC Vancouver				UBC Okanagan				UBC Total			
	Actual	Forecast	Budget	Budget	Actual	Forecast	Budget	Budget	Actual	Forecast	Budget	Budget
	Fiscal 17/18	Fiscal 18/19	Fiscal 19/20	vs. Forecast	Fiscal 17/18	Fiscal 18/19	Fiscal 19/20	vs. Forecast	Fiscal 17/18	Fiscal 18/19	Fiscal 19/20	vs. Forecast
Salaries & benefits	1,056	1,131	1,224	93	102	111	125	14	1,158	1,242	1,349	107
Operating costs - other	444	493	533	40	27	34	36	2	471	527	569	42
Cost of goods sold	43	43	50	7	-	-	-	-	43	43	50	7
Grants to third parties	1	1	1	-	-	-	-	-	1	1	1	-
Interest expense	49	51	55	4	2	2	2	-	51	53	57	4
Capital spending	131	140	136	(4)	12	14	26	12	143	154	162	8
Transfers to (from) non-operating fun	52	72	58	(14)	8	8	10	2	60	80	68	(12)
<b>Total Operating Expenditures</b>	<b>1,777</b>	<b>1,931</b>	<b>2,057</b>	<b>127</b>	<b>151</b>	<b>169</b>	<b>199</b>	<b>30</b>	<b>1,928</b>	<b>2,100</b>	<b>2,256</b>	<b>157</b>

### Salaries and benefits

The increase in salaries and benefits includes amounts related to general wage increases (GWI), progress through the ranks (PTR) for faculty, merit increases for staff, and market adjustments. The remainder of the increase is primarily due to new faculty and staff, including expenditures from the Academic Funds. This increase will be invested largely in staff and faculty committed to research, teaching, and student support, and in building services as we add to our student residences and academic facilities.

### Operating costs-other

The increase in operating costs-other is primarily due to an increase in operational expenses related to items such as supporting various strategic initiatives, increased IT support costs, increased student housing and food

services activity, as well as increased scholarship, fellowship and bursaries amounts related to undergraduate and international students, and support from the Academic Funds.

This category also includes the use of proceeds from land development that are derived from long-term leases and from the net proceeds of market rental activities. In the past, the majority of these funds were used to support the costs of priority building investments.

#### **Cost of goods sold**

The increase in cost of goods sold for the Vancouver campus is primarily due to the transition to an in-house food service delivery model for UBC Okanagan Food Services, to be operated by UBC Student Housing and Hospitality Services.

#### **Interest expense**

The increase in interest expense is primarily due to loans for new projects in student housing (\$2.5m) and the Undergraduate Life Sciences Teaching Labs on the Vancouver campus (\$2.7m).

#### **Capital spending**

Capital spending has been identified at the departmental level across the university. These are largely funded from current revenue, though, in some cases, units have reserve funds to support this spending. It does not include any spending on major capital buildings, except to the extent that portions of those costs come from accumulated reserves. This includes library acquisitions, equipment and furnishings, and minor renovations funded locally. It also includes the principal payments on any internal loans that will be repaid during the year. The increase is primarily due to large capital projects (1540 Innovation Drive and Research Greenhouse), equipment replacement, and modular lab and office spaces on the Okanagan campus. Please refer to section 7 Capital Expenditure for spending details.

#### **Transfers to/(from) non-operating funds**

The Operating Budget includes interfund transfers to and from other university funds that form part of the Consolidated Budget, including research and capital (e.g. the provision of support for research projects contained in the Research Fund).

## 4. UBC Vancouver

### Strategic Initiatives

The following tables summarize the calculation of the revenue available for allocation, after pre-determined allocations to faculties, the Academic Funds and student financial aid, and the proposed allocations for the Vancouver campus:

#### UBC VANCOUVER - OPERATING BUDGET

Fiscal 2019/20 Budget on a Differential Basis  
(In \$ millions)

Fiscal 19/20 Outlook	One-time	Recurring	Total Fiscal
<b>Incremental revenue</b>			
International Tuition (Graduate and Undergraduate)	-	44.6	44.6
Domestic Tuition (Graduate and Undergraduate)	-	9.4	9.4
Provincial Grant	-	19.0	19.0
Other revenues	-	6.2	6.2
Uncommitted Land development proceeds	.4	.3	.7
Land development proceeds' prior year surplus	7.1	-	7.1
Operating's prior year surplus and recurring reserve	10.9	5.6	16.5
	18.5	85.0	103.5
<b>Less</b>			
Faculty share of tuition growth	-	19.0	19.0
Excellence fund	-	21.4	21.4
Student Financial Aid	-	4.0	4.0
Funding to Faculties and Units (GWI and FTE growth)	(.9)	16.4	15.4
Operating contingency fund	4.2	2.5	6.7
	3.2	63.3	66.5
<b>Total available for allocations</b>	<b>15.2</b>	<b>21.7</b>	<b>36.9</b>

Incremental revenues are projected to increase by \$103m for fiscal 2019/20, of which \$85m is recurring. As previously described, some of that increase is allocated to the faculties, Academic Funds and SFA, as well as pre-commitments approved by the board, with the remaining \$37m of additional revenue available for fiscal 2019/20 creating an opportunity for UBC Vancouver to fund various strategic priorities and operating initiatives.

**UBC VANCOUVER - OPERATING BUDGET**

Fiscal 2019/20 Budget on a Differential Basis  
(In \$ millions)

Fiscal 19/20 Outlook	One-time	Recurring	Total Fiscal
<b>Proposed allocations</b>			
Local & Global	3.5	2.5	6.1
People & Places	7.0	3.6	10.7
Research Excellence	2.0	1.4	3.4
Sustainment / Compliance / Operations / Risk Mitigation	1.5	12.2	13.7
Transformative Learning	1.4	1.6	3.0
<b>Total proposed allocations</b>	<b>15.5</b>	<b>21.4</b>	<b>36.9</b>

The recommendations for fiscal 2019/20 are the result of extensive consultations across campus that included senior leadership, faculty, staff, and students. A budget advisory group conducted a thorough review of the detailed proposals and provided their recommendations to the Provost and the Vice-President, Finance and Operations based on the feedback received through the consultation process. The recommendations are consistent with the new UBC Strategic Plan.

**Strategic Theme***People and Places*

Funding is proposed to implement and sustain the Procurement Modernization Initiative following the review of the university's procurement and payment processes; sustain the Independent Investigations Office operations; support a transit office to promote the extension of the transit corridor to the university; support for the Blue & Gold Campaign; support for the University Neighbourhood Association. Funding will also be made available to support market adjustments for some administrative staff salaries, and an alignment of contributions to the staff pension plan.

*Research Excellence*

Funding is proposed for: the library collections, including monographs, which are impacted by fluctuations in the US\$ exchange rate; the new Vice-President Health portfolio to coordinate and align the teaching and research for UBC's health profession programs.

*Transformative Learning*

Funding is proposed for: expanded Collegia, digital experience, and faculty fellows and student leaders for all 1<sup>st</sup> year students; work to strengthen the UBC-Musqueam relationship; an Integrated Health Clinic for students; and a new organizational structure in Undergraduate Admissions designed for higher performance in responding to prospective students and greater efficiency.

*Local and Global Engagement*

Funding is proposed for UBC to better brand and position itself domestically and internationally; increased support for fundraising; hosting the Congress of Humanities & Social Sciences conference and UBC Connects series; enhanced support of the Indian Residential School History & Dialogue Centre; and UBC Carnegie Elective Classification for Community Engagement (Canadian Pilot).

### *Sustainment/Compliance/Operations/Risk Mitigation*

Funding is proposed for the continued upgrading of classroom and learning spaces; upgrading, replacement and renewal of the major IT platforms that have university-wide impact; upgrading of the space for the Office of the Vice-President Research & Innovation; matching funding for provincial routine capital projects; supplemental funding for the engagement of contracted occupational first aid services (OFA2); funding for copyright compliance through UBC Library Online Course Reserves (LOCR) and CANVAS, UBC's cloud-based learning management system.

## **Academic Funds (formerly the Strategic Investment “Excellence” Fund)**

The university is a globally recognized centre of research and educational excellence, and our goal is to enhance this excellence through targeted strategic investments on both campuses. The Academic Funds (formerly the Strategic Investment “Excellence” Fund) was established in February 2016 to support the university's ambition to become Canada's best university over the next decade.

The fund supports strategic initiatives that will enhance and amplify current efforts in key areas, to ensure the university is:

- a) Recruiting and retaining exemplary faculty members, students and staff,
- b) Building and supporting world class research infrastructure to enable innovative, cutting-edge research, and
- c) Providing an excellent student learning experience for domestic and international students, at the graduate and undergraduate levels, both inside and outside the classroom.

The board will consider revising and renaming the funds at the April 2019 meeting of the UBC Board of Governors. A separate report is provided. In that report, there is a recommendation to stratify the Vancouver campus Academic Fund as follows:

- Strategic Excellence Fund
- Revenue Sharing Fund
- Student Financial Aid Fund
- Academic Capital Fund
- Integrated Renewal Project Fund

### **A. Strategic Excellence Fund**

#### **Commitments for Fiscal 2019/20**

##### *People and Places*

An outstanding university is defined by the quality and diversity of students and faculty that it attracts. The university continues to commit funds to support the attraction and retention of both.

The Blue & Gold Campaign for Students continues into its second successful year as funds continue to be provided as matching funds for new gifts to select Blue & Gold campaign priorities. Discussions are underway for considering increasing the matching fund commitment over the five-year period.

Funds continue to be committed to support awards for retention of exemplary faculty under the Distinguished University Scholars Program. Funds also continue to support the research activities of Killam Professors and



Canada Research Chair holders. Housing has been described as one of the main barriers the university faces in retaining and attracting faculty to Vancouver even in the current market. To continue to enable UBC's recruiting and retention of exemplary faculty, funding continues to be committed to support the Housing Action Plan, including an approved increase in the average annual commitment envelope for the Prescribed Interest Loan Program from \$10m to \$15m to accommodate increasing demand for this program.

Allocation: \$9.5m

#### *Local and Global*

In advance of the approval and implementation of the Indigenous Strategic plan (ISP), funds have been committed to invest in initiatives that will be well aligned to the plan. This will allow us to move more quickly with the implementation of the ISP, once approved, and to identify opportunities for further funding more quickly. The plan identifies recruitment, curriculum and research support infrastructure that needs to be established to attain the goals identified in the UBC Strategic Plan. In addition to initiatives identified under the ISP, certain faculty initiatives supporting indigenous communities have also been committed. These include support for the development of the Diploma of Arts offered free of charge for indigenous learners and funds to support the recruitment of faculty members for the School of Public Policy and Global Affairs in the areas of Indigenous Policy Studies & Migration/Refugees.

Allocation: \$2.6m

#### *Building and Supporting Research Excellence*

The research action plan developed by the VP Research and Innovation continues to support established and emerging research clusters, including innovation and knowledge mobilization as major initiatives for the university. An open call for proposals was launched called "Program for Undergraduate Research Experience" as the university is looking for innovative pilot projects that will enhance the undergraduate research experience. Submissions to date have been tremendous as considerable interest has been shown by the community.

The university continues to be committed to supporting the development of the digital research infrastructure to provide faculty the ability to enhance their research productivity and accelerate time to discovery and innovation. Year 2 funding of the 3-year capital investment for critical upgrades to the UBC University Data Centre (UDC) has been committed. Expansion of the recurring operating sustainment base to support this infrastructure has also been committed starting 19/20.

In February 2018, the Government of Canada announced five successful applicants in Canada's \$950m Innovation Superclusters Initiative. The university is a founding member of the BC-based Canada's Digital Technology Supercluster, which was a successful applicant. Investment from the Academic Funds will be made through UBC's subsidiary.

Allocation: \$33.9m

#### *Transformational Learning*

Students desire a career path that is integrative of all that they have become at the university. An action plan developed through consultation with students and faculties by the Vice-President Students. The university continues to support the expansion of experiential learning programs in the areas of clinical, legal and health education. Funds have been committed to further support the expansion of co-op programs.

A report was received from The Alma Mater Society (AMS), which was helpful to identify areas of funding consistent with the action plan developed by the vice-president students. Some of these additional commitments include: funding for the development of Open Educational Resources to alleviate the high cost of learning materials on students and the expansion of the on campus work learn program in addition to implementing an off campus work learn pilot that will broaden the availability of work experiences so that all students have the option of participating in experiential learning.

Investment in a project to support better classroom scheduling to optimize utilization will come into full gear in the coming year. This will improve the student experience by promoting student success as more course selection and fewer schedule conflicts can enable faster completion times. It will also improve transparency and enable better access to data for more effective decision making by the university academic community, and ensure that pedagogical requirements and classroom facilities are well matched.

Allocation: \$4.8m

#### *Strategic Plan Enablement*

A funding envelope continues to be set aside for an annual open call on strategic pilots that emphasize supporting the core areas of the UBC Strategic Plan.

Allocation: \$2.0m

### **B. Revenue Sharing Fund**

This fund will provide support to the Faculties and academic units that have limited access to international students or have other restrictions that affect their budget sustainability. Allocations that will be applied to this Fund include unfunded salary impacts, new initiatives that are campus wide, and other cost pressures affecting smaller faculties and academic units.

#### **Commitments for Fiscal 2019/20**

##### *People and Places*

Support for strategic hires for faculties that have limited access to international tuition has been committed for Education and Law. Funding for library support of scholarly writing and librarians has also been committed. Funding has been set aside to support the sustainment of salary costs for those faculties with limited ability to benefit from international students.

Allocation: \$8.2m

##### *Transformational Learning*

Projects identified for funding include the implementation of a full digital dental laboratory to support the teaching and the delivery of care of current and future advances in Digital Dentistry plus the infrastructure development of the new Bachelor of Pharmaceutical Sciences degree program over a two year period.

Allocation: \$0.9m

### **C. Student Financial Aid Fund**

A gap in funding bursaries for domestic students is estimated to be \$6.4m, which will be funded through an allocation from the Academic Funds.

Allocation: \$6.4m

## D. Academic Capital Fund

This fund is planned to start in fiscal 2020/21 initially at \$5m, with annual growth by \$5m, until \$25m is reached in fiscal 2024/25 to support debt servicing of academic capital projects.

## E. Integrated Renewal Project (IRP) Fund

Starting fiscal 2020/21, a fixed envelope of \$10m has been identified as an ongoing funding requirement to supplement operational funding to advance and maintain our technology platform to match current requirements.

### Total Academic Funds at UBC Vancouver

Total Academic Fund (UBCV) (in Thousands)	Strategic Excellence Fund			Revenue Sharing Fund			Student Financial Aid Fund			Total Academic Fund		
	Plan Fiscal 18/19	Forecast Fiscal 18/19	Plan Fiscal 19/20	Plan Fiscal 18/19	Forecast Fiscal 18/19	Plan Fiscal 19/20	Plan Fiscal 18/19	Forecast Fiscal 18/19	Plan Fiscal 19/20	Plan Fiscal 18/19	Forecast Fiscal 18/19	Plan Fiscal 19/20
<b>Total Funding Available</b>	<b>39,288</b>	<b>39,050</b>	<b>40,872</b>	-	-	<b>13,249</b>	-	-	<b>6,350</b>	<b>39,288</b>	<b>39,050</b>	<b>60,471</b>
Local and Global	555	502	2,626	-	-	-	-	-	-	555	502	2,626
Transformative Learning	1,045	1,713	4,833	-	-	1,583	-	-	-	1,045	1,713	6,416
People and Places	19,287	7,237	9,474	-	-	7,429	-	-	6,350	19,287	7,237	23,253
Research Excellence	20,454	22,945	33,908	-	-	-	-	-	-	20,454	22,945	33,908
Strategic Pilot Enablement	4,000	137	2,000	-	-	-	-	-	-	4,000	137	2,000
<b>Total Commitments</b>	<b>45,341</b>	<b>32,534</b>	<b>52,841</b>	-	-	<b>9,012</b>	-	-	<b>6,350</b>	<b>45,341</b>	<b>32,534</b>	<b>68,203</b>
<b>Net Surplus/Deficit</b>	<b>(6,053)</b>	<b>6,516</b>	<b>(11,969)</b>	-	-	<b>4,237</b>	-	-	-	<b>(6,053)</b>	<b>6,516</b>	<b>(7,732)</b>
Opening Carryforward	13,588	13,629	20,145	-	-	-	-	-	-	13,588	13,629	20,145
<b>Ending Carryforward</b>	<b>7,535</b>	<b>20,145</b>	<b>8,176</b>	-	-	<b>4,237</b>	-	-	-	<b>7,535</b>	<b>20,145</b>	<b>12,413</b>

## UBC Vancouver Faculties and Departments – Allocations and Projected Expenses

The following tables show the fiscal 2019/20 projected funding and expenses by unit, including both allocations from the government grant and tuition, as well as revenue generated directly by the faculties and central support units.

### Summary

UBC Vancouver (in \$thousands)	Funding Allocations	Unit Revenues	Total Funding	Total Expenses	Reserve (Drawdowns) /Additions	Ending Reserve Balance	(Drawdowns) Additions
Faculties	759,916	180,079	939,995	940,150	(155)	224,473	
Student Financial Aid	79,884	-	79,884	79,402	482	3,987	
Central support units (including ancillaries)	523,208	435,439	958,647	1,004,678	(46,031)	(37,442)	
<b>Total UBC Vancouver</b>	<b>1,363,008</b>	<b>615,518</b>	<b>1,978,526</b>	<b>2,024,230</b>	<b>(45,704)</b>	<b>191,018</b>	

Of the funding allocations made for the fiscal 2019/20 budget, 56 per cent have been made to faculties, 6 per cent to student financial aid, and 38 per cent to central support units.

The total reserve drawdown for the Vancouver campus is \$46m.

### Faculties and Departments

Overall, the net position of the faculties is projected to be virtually balanced.

UBC Vancouver (in \$thousands)	Funding Allocations	Unit Revenues	Total Funding	Total Expenses	Reserve (Drawdowns) /Additions	Ending Reserve Balance	(Drawdowns) Additions
<b>Faculties</b>	<b>759,916</b>	<b>180,079</b>	<b>939,995</b>	<b>940,150</b>	<b>(155)</b>	<b>224,473</b>	
Faculty of Applied Science	88,506	6,387	94,893	92,921	1,972	35,080	
Faculty of Arts	175,664	11,318	186,982	188,299	(1,317)	36,682	
Sauder School of Business	64,248	30,471	94,719	92,964	1,755	23,711	
Faculty of Dentistry	13,116	19,478	32,594	32,282	312	4,126	
Faculty of Education	48,618	7,018	55,636	55,280	356	7,561	
Faculty of Forestry	22,099	4,523	26,622	29,067	(2,445)	7,524	
Faculty of Graduate and Postdoctoral Studies	3,036	1,772	4,808	4,787	21	1,825	
Faculty of Land and Food Systems	17,825	4,610	22,435	20,737	1,698	12,461	
Allard School of Law	14,611	730	15,341	16,432	(1,091)	(2,344)	
Faculty of Medicine	153,873	77,967	231,840	233,355	(1,515)	73,778	
Faculty of Pharmaceutical Sciences	20,905	2,294	23,199	23,034	165	8,576	
Faculty of Science	137,415	13,511	150,926	150,992	(66)	15,493	

The addition to the Faculty of Applied Science reserve is primarily due to the forecasted growth of undergraduate and graduate programs combined with international and graduate tuition rate increases, and is partially offset by increases in salary and benefit costs. The faculty is planning to invest in new capital infrastructure.

The drawdown to the Faculty of Arts reserve is primarily due to the increase in faculty and staff salaries and benefits and investment in capital projects (i.e., Kenny Building renovation for new research space to support newly-appointed faculty members).

The addition to the UBC Sauder School of Business reserve is primarily due to projected enrolment in all professional graduate programs and tuition rate increases for international students for the Bachelor of Commerce program. The school is planning to invest in new capital infrastructure.

The drawdown to the Faculty of Forestry reserve is primarily due to the recruitment of ten new faculty positions and the decrease in logging revenue from the faculty's research forests.

The addition to the Faculty of Land and Food Systems reserve is primarily due to increases in tuition allocation, which are partially offset by increases in salary and one-time capital expenditures.

The drawdown to the Allard School of Law reserve is recurring, primarily from hiring new faculty and staff in addition to increases in salary and benefit costs.

The drawdown to the Faculty of Medicine reserve is recurring, primarily due to unfunded wage increases.

Faculty budgets remain constrained; however, the overall financial position is projected to remain stable in fiscal 2019/20. There is an average tuition rate increase of 9.65 per cent for international undergraduate students, which is the effect of differential rates of increase flowing through all years.

Faculties are continually examining their cost structures by finding more effective ways to deliver their core academic programs while enhancing the quality of teaching, research and student support. The Faculty of Education now eliminates their structural deficit with various initiatives carried out from the Programmatic

Sustainability Initiative (PSI) process started in 2016/17. The Faculty of Medicine has undergone intensive reviews of their academic and non-academic programs and found opportunities that have considerably improved their budget outlook without compromising quality.

### Student Financial Aid

UBC Vancouver (in \$thousands)	Funding Allocations	Unit Revenues	Total Funding	Total Expenses	Reserve (Drawdowns) /Additions	Ending Reserve Balance	(Drawdowns) Additions
<b>Student Financial Aid</b>	<b>79,884</b>	<b>-</b>	<b>79,884</b>	<b>79,402</b>	<b>482</b>	<b>3,987</b>	
SFA Graduate	21,948	-	21,948	21,785	163	1,924	
SFA Undergraduate Domestic	18,806	-	18,806	17,917	889	1,297	
SFA Undergraduate International	26,793	-	26,793	27,219	(426)	612	
Workstudy, Go Global - SFA, Int'l Tuition Award	12,337	-	12,337	12,481	(144)	154	

The small addition to the SFA Undergraduate Domestic reserve is due to anticipated increases in SFA awards that have been covered by additional funding from the Academic Funds.

The SFA Undergraduate International drawdown is to utilize prior year reserves.

### Central Support Units (including ancillaries)

UBC Vancouver (in \$thousands)	Funding Allocations	Unit Revenues	Total Funding	Total Expenses	Reserve (Drawdowns) /Additions	Ending Reserve Balance	(Drawdowns) Additions
<b>Total Central Support Units (incl. ancillaries)</b>	<b>523,208</b>	<b>435,439</b>	<b>958,647</b>	<b>1,004,678</b>	<b>(46,031)</b>	<b>(37,442)</b>	
<b>Provost and VP Academic</b>	<b>165,718</b>	<b>81,012</b>	<b>246,730</b>	<b>249,381</b>	<b>(2,651)</b>	<b>21,787</b>	
Library	42,126	940	43,066	43,305	(239)	985	
Information Technology	66,840	28,185	95,025	93,123	1,902	5,179	
Extended Learning	137	16,688	16,825	15,707	1,118	(1,150)	
Enrolment Services	13,725	488	14,213	14,658	(445)	(171)	
International Student Initiative	8,507	-	8,507	8,829	(322)	204	
Vantage College	160	20,090	20,250	19,835	415	3,705	
Centre for Teaching, Learning and Technology	8,532	500	9,032	10,129	(1,097)	424	
Other Provost and VP Academic units	25,691	14,121	39,812	43,795	(3,983)	12,611	
<b>VP Students</b>	<b>33,693</b>	<b>281,740</b>	<b>315,433</b>	<b>316,010</b>	<b>(577)</b>	<b>29,027</b>	
Athletics and Recreation	2,492	31,443	33,935	34,970	(1,035)	(3,345)	
Housing and Hospitality Services	757	209,037	209,794	208,148	1,646	27,919	
Student Development and Services	19,468	2,956	22,424	22,522	(98)	450	
University Community Services	7,329	38,304	45,633	46,406	(773)	3,594	
Other VP Students units	3,647	-	3,647	3,964	(317)	409	
<b>VP Finance and Operations</b>	<b>128,833</b>	<b>41,588</b>	<b>170,421</b>	<b>171,631</b>	<b>(1,210)</b>	<b>4,990</b>	
Energy and Water	29,281	26,306	55,587	55,079	508	1,535	
Building Operations & Infrastructure Dev't	74,232	13,118	87,350	88,220	(870)	794	
Other VP Finance and Operations units	25,320	2,164	27,484	28,332	(848)	2,661	
<b>Academic Fund</b>	<b>60,471</b>	<b>-</b>	<b>60,471</b>	<b>68,203</b>	<b>(7,732)</b>	<b>12,413</b>	
<b>Governance</b>	<b>11,883</b>	<b>31</b>	<b>11,914</b>	<b>13,115</b>	<b>(1,201)</b>	<b>(2,258)</b>	
<b>VP Development and Alumni Engagement</b>	<b>28,787</b>	<b>155</b>	<b>28,942</b>	<b>29,292</b>	<b>(350)</b>	<b>(250)</b>	
<b>VP Health</b>	<b>2,969</b>	<b>8</b>	<b>2,977</b>	<b>2,698</b>	<b>279</b>	<b>1,905</b>	
<b>VP External Relations</b>	<b>18,796</b>	<b>3,542</b>	<b>22,338</b>	<b>24,378</b>	<b>(2,040)</b>	<b>2,628</b>	
<b>VP Research and Innovation</b>	<b>26,537</b>	<b>13,635</b>	<b>40,172</b>	<b>40,702</b>	<b>(530)</b>	<b>7,389</b>	
<b>VP Human Resources</b>	<b>16,429</b>	<b>7,500</b>	<b>23,929</b>	<b>23,941</b>	<b>(12)</b>	<b>1,339</b>	
<b>Campus Wide Expenses</b>	<b>29,092</b>	<b>6,228</b>	<b>35,320</b>	<b>65,327</b>	<b>(30,007)</b>	<b>(116,412)</b>	

Within Provost and Vice-President Academic, the increased reserve for Information Technology is due to fewer IT small projects being taken on in fiscal 2019/20. The accumulated resources are for the Application Ecosystem to support the Integrated Renewal Program in the future years. The addition to Extended Learning

is due to continued cost management and growth in program revenues. The reserve for the Centre for Teaching, Learning and Technology is drawn down to support transformational learning initiatives. The drawdown in Other Units is due to ongoing support of university initiatives.

For Vice-President Students, the drawdown in the Athletics and Recreation reserve is recurring and due to increased salaries and benefits, travel and other operating expenses that exceed expected fee increases. The Student Housing and Hospitality Services reserve addition is due to increased revenue from new residences and decrease in capital expenditures, partially offset by increased salary costs and operating expenses to reflect higher business service levels.

The drawdown in the reserve for Vice-President Finance and Operations is due to the Procurement Modernization Program, continued capital renewal and increases in operating expenses relating to strategic planning activities.

The drawdown in the Academic Funds reserve is due to commitment of funds to support the UBC Strategic Plan.

The drawdown in the Governance reserve is primarily due to legal fees and university leadership recruitment costs.

The Vice-President External Relations plans to utilize prior year reserves for deferred projects. These projects include Communications, Transportation and Sustainability, MacInnes Field and Learning Exchange renovations.

The Campus Wide Expenses drawdown is primarily due to project costs for the Integrated Renewal Program, which will be recovered in future years.

Overall, central support units receive 38 per cent of the allocation of operating funds (\$523m), and generate an additional \$435m in revenue from their individual operations. This revenue is mostly driven by ancillary services, including Housing and Hospitality Services and Athletics and Recreation.

Drawdowns in the central support units are expected to total \$46m as units plan to utilize a portion of their accumulated reserves. The majority of drawdown is due to costs relating to the Integrated Renewal Project. The remainder is due to one-time items and do not reflect ongoing commitments.

## 5. UBC Okanagan

### Strategic Initiatives

The following tables summarize the calculation of the revenue available for allocation, after pre-determined allocations to faculties, the Okanagan Excellence fund and student financial aid, and the proposed allocations for the Okanagan campus:

#### UBC OKANAGAN - OPERATING BUDGET

Fiscal 19/20 Budget on a Differential Basis

(In \$ millions)

Fiscal 19/20 Outlook	One-time	Recurring	Total Fiscal
<b>Incremental revenue</b>			
International tuition (undergraduate and graduate)	-	8.1	8.1
Domestic tuition (undergraduate and graduate)	-	1.8	1.8
Provincial grant	-	2.0	2.0
Other revenues	-	0.1	0.1
Operating prior year surplus and recurring reserve	6.5	4.3	10.8
	6.5	16.3	22.8
Less:			
Faculty share of tuition growth	-	(3.6)	(3.6)
Excellence fund	-	(2.3)	(2.3)
Student Financial Aid	-	(0.7)	(0.7)
Funding to faculties and units (GWI and FTE growth)	0.1	(1.7)	(1.6)
International tuition retained risk	-	(1.2)	(1.2)
Operating contingency fund	(1.8)	(1.3)	(3.1)
	(1.7)	(10.8)	(12.5)
<b>Total available for allocations</b>	<b>4.8</b>	<b>5.5</b>	<b>10.3</b>

Incremental revenues are projected to increase by \$12m for fiscal 2019/20, with an additional \$10.8m carrying forward from fiscal 2018/19, of which \$4.3m is recurring. After commitments and allocations to faculties, Student Financial Aid and Excellence Fund, \$13.4m remains for strategic priorities and operating initiatives in fiscal 2019/20. Included under commitments is a reserve to hold a portion of central's incremental international tuition until enrolments are realized, due to the significance of international increases on overall revenue growth.

The recommended allocation of the incremental net revenue available for fiscal 2019/20 is summarized into the following categories, consistent with the new UBC Strategic Plan:

### UBC OKANAGAN - OPERATING BUDGET

Fiscal 19/20 Budget on a Differential Basis

(In \$ millions)

Fiscal 19/20 Outlook	One-time	Recurring	Total Fiscal
<b>Proposed allocations</b>			
People and Places	1.4	3.4	4.8
Research Excellence	0.5	0.5	1.0
Transformative Learning	0.4	0.5	0.9
Local and Global Engagement	0.4	0.7	1.1
Sustainment/Compliance/Operations/Risk Mitigation	2.1	0.4	2.5
<b>Total proposed allocations</b>	<b>4.8</b>	<b>5.5</b>	<b>10.3</b>

### Strategic Themes

#### People and Places

For fiscal 2019/20 funding allocations, the priority is to invest in the people and spaces needed to support both current and projected growth in enrolments. Significant investments are being made to enable inclusivity, through providing additional positions for the Disability Resource Centre, as well as to student financial aid, to relieve pressures on the general bursary due to unprecedented demand for need-based financial aid. Further investments will be made to the Equity Office and Sexual Violence Prevention and Response Office through the addition of key personnel to enhance and continue implementing these support services across campus.

To meet the growing space demand, and support both efficient use of existing space and developments for projected growth, resources will be devoted to facilities and space planning, under Campus Planning and Development. Further funding will be allocated for intensification of existing space, and infrastructure development, including the next phase of the District Energy Strategy, to support future buildings.

#### Research Excellence

These investments focus on developing research excellence through investments in research infrastructure and Advanced Research Computing (ARC). Funding also promotes partnerships supporting innovation, knowledge and resource sharing, as well as new initiatives to enhance research activity, including the Digital Learning Factory and Innovation Precinct.

#### Transformative Learning

To enhance student experience, investments are being made to support health and wellness, by adding new counselling resources to meet increased needs in the area of mental health, as well to student orientation and transitions, by adding personnel to the Student Experience Office and providing ongoing funding for international student orientation through the Jumpstart program. Funding will also be committed for academic advising and admission personnel in Advising and Enrolment Services, as well as to the Centre for Teaching and Learning. Further investments are being made to maintain student on-campus employment opportunities to promote practical learning.



### *Local and Global Engagement*

Funding is allocated to develop opportunities for engagement with local alumni and external communities, and includes continued support for the university's presence in downtown Kelowna with the Innovation Centre and entrepreneurship@ UBC, alumni events, as well as enhancements in communications and marketing.

Significant investments are being made to promote indigenous engagement, including counselling services, aboriginal student recruitment, and positions including indigenous community liaison and advisor on indigenous affairs.

### *Sustainment/Compliance/Operations/Risk Mitigation*

Funding is allocated to these areas to maintain adequate core services and support key personnel. In addition to salary support for strategic hires, the main components of this category are funding for routine capital expenditures, facilities management, security, and information technology.

## UBC Okanagan Excellence Fund

The university is a globally recognized centre of research and educational excellence, and our goal is to enhance excellence through targeted strategic investments on both campuses. The UBC Okanagan Excellence Fund was established in February 2016 to support the university's ambition to become Canada's best university over the next decade.

The fund supports strategic initiatives that will enhance and amplify current efforts in key areas, to ensure the university is:

- a) Recruiting and retaining exemplary faculty members, students and staff
- b) Building and supporting world class research infrastructure to enable innovative, cutting-edge research
- c) Providing an excellent student learning experience for domestic and international students, at the graduate and undergraduate levels, both inside and outside the classroom.

(in \$ thousands)	Okanagan Excellence Fund	
	Forecast Fiscal 18/19	Plan Fiscal 19/20
<b>Total Funding Available</b>	<b>6,194</b>	<b>8,499</b>
People and Places	1,389	1,867
Research Excellence	2,488	3,058
Transformative Learning	537	1,202
Local and Global Engagement	786	822
Strategic Plan Enablement	-	2,000
<b>Total Commitments</b>	<b>5,200</b>	<b>8,949</b>
Net Surplus / (Deficit)	994	(450)
Opening Carryforward	1,058	2,052
<b>Ending Carryforward</b>	<b>2,052</b>	<b>1,602</b>

### Achievements in Fiscal 2018/19

In fiscal 2018/19, we estimated that \$5.1m would be available for allocation, however due to stronger than anticipated enrolment of international students, the Okanagan Excellence Fund increased to \$6.2m. This provided the opportunity to expand commitments and plan for new initiatives to implement the strategic plan. Examples of some of the investments made in fiscal 2018/19 in support of the four core areas of the UBC Strategic Plan are noted below:

#### *People and Places*

Student and faculty recruitment and retention are core areas of focus for UBC Okanagan. Investment was made in support of student financial aid through the provision of need-based financial support; this commitment will continue to fiscal 2019/20.

The success of UBC Okanagan in meeting its research aspirations is dependent on recruiting and retaining outstanding scholars. Allocations were made to support new faculty hires with competitive start-up funds, allowing UBC Okanagan to attract faculty with outstanding academic and research opportunities.

Investment: \$1.4m

#### *Research Excellence*

Support for research clusters is a major initiative for the university, and accordingly the most significant investment was made in the established and emerging clusters of research through the Eminence Program. Financial support was also given to developing research infrastructure, as well as establishing the foundation for ARC.

Investment: \$2.5m

#### *Local and Global Engagement*

To support Aboriginal students, funds were committed to introduce initiatives including the international indigenous student exchange and the indigenous summer scholars and leadership camp dedicated to addressing their academic needs. The ongoing development of the UBC Okanagan brand continues to be a key recruitment priority during fiscal 2018/19; this is a three-year project which ends in fiscal 2019/20.

Investment: \$0.8m

### Commitments for Fiscal 2019/20

#### *People and Places*

Support continues for the recruitment and retention of faculty. Funding to ensure that our campus offers competitive start-up funds and attracts faculty with our outstanding academic and research opportunities continues to be a priority. Additional funds will be allocated towards a retention funding strategy for outstanding scholars. We continue to fund the provision of domestic needs-based financial support, consistent with the commitment in fiscal 2018/19.

Allocation: \$1.9m

#### *Research Excellence*

A commitment has been made to support clusters of research excellence, through the Eminence Program, as developed by the VP Research, in line with the UBC Okanagan Strategic Research Support Plan. Investment in these clusters allows UBC Okanagan to attract and retain top researchers and trainees and will support interdisciplinary approaches that address major research issues. The Eminence Program is designed to

support clusters that leverage existing strengths and will catalyze research and knowledge creation initiatives to attract further external opportunities.

Funds have also been committed to support the planning, development and start-up costs for new shared facilities and infrastructure opportunities and to provide funding for the operation, maintenance, repairs or upgrades of equipment used in UBC facilities that support research.

The university is committed to supporting the development of digital research infrastructure to provide faculty the ability to enhance their research productivity and accelerate time to discovery and innovation. This is crucial in the support of recruiting and retaining outstanding faculty whose research requires digital research infrastructure support.

Allocation: \$3.1m

#### *Transformative Learning*

Continuing investments made in fiscal 2018/19, funds are committed to build upon the success of the Aspire Learning and Teaching (ALT) Fund to support and foster curriculum change and innovative teaching practices to promote more flexible, interdisciplinary, experiential and collaborative programs. In addition, funds continue to be committed to support the expansion of co-op programs so that all students have the option to participate in experiential learning opportunities.

Beginning in fiscal 2019/20 funding will be invested to expand supplemental learning support programming, to assist students in the development of learning and study skills, in learning space enhancements, and equipment to relieve pressures identified within mature programs.

Allocation: \$1.2m

#### *Local and Global Engagement*

New for fiscal 2019/20 is the Aboriginal Graduate Fellowship, which will fund up to eight one-time merit-based awards of \$10,000 to incoming full-time aboriginal graduate students entering a thesis-based full time graduate degree program. Further support is committed to enhance aboriginal engagement, with the aboriginal undergraduate research mentorship and Aboriginal Programs and Services Event and Program Manager, as well as continued support for the indigenous summer scholars program and international indigenous student exchange.

Continuing from prior year years, the Okanagan branding initiative enters its final year, to complete a three year investment.

Allocation: \$0.8m

#### *Strategic Plan Enablement*

Funds are being allocated to support initiatives that are identified in the new UBC Strategic Plan and the 2040 Outlook for the Okanagan campus. A funding envelope has been set aside, with an emphasis on space and capital planning, to address the intense academic space needs of the campus.

Allocation: \$2.0m

## UBC Okanagan Faculties and Departments – Allocations and Projected Expenses

### Summary

UBC Okanagan (in \$Thousands)	Funding Allocations	Unit Revenues	Total Funding	Total Expenses	Reserve (Drawdowns) /Additions	Ending Reserve Balance	(Drawdowns) Additions
Faculties	84,268	635	84,903	86,548	(1,645)	10,144	
Student Financial Aid	12,641	-	12,641	12,728	(87)	78	
Central support units (including ancillaries)	77,759	9,484	87,243	99,914	(12,671)	26,954	
<b>Total UBC Okanagan</b>	<b>174,668</b>	<b>10,119</b>	<b>184,787</b>	<b>199,190</b>	<b>(14,403)</b>	<b>37,176</b>	

The total reserve drawdowns for the Okanagan campus are \$14.4m, of which \$12.7m reflects central support for capital initiatives, and \$1.6m relates to faculties' use of reserves for strategic initiatives in fiscal 2019/20.

### Faculties/School/College

Overall, there will be a net draw on reserves by faculties during fiscal 2019/20.

UBC Okanagan (in \$Thousands)	Funding Allocations	Unit Revenues	Total Funding	Total Expenses	Reserve (Drawdowns) /Additions	Ending Reserve Balance	(Drawdowns) Additions
<b>Faculties</b>	<b>84,268</b>	<b>635</b>	<b>84,903</b>	<b>86,548</b>	<b>(1,645)</b>	<b>10,144</b>	
Irving K. Barber School of Arts and Sciences	35,800	114	35,914	35,696	218	4,921	
School of Engineering	14,371	265	14,636	15,296	(660)	552	
Faculty of Creative and Critical Studies	10,863	48	10,911	11,601	(690)	371	
Okanagan School of Education	3,998	60	4,058	3,966	92	1,130	
College of Graduate Studies	1,044	1	1,045	1,032	13	40	
Faculty of Health and Social Development	12,759	132	12,891	13,269	(378)	(1,008)	
Faculty of Management	6,059	15	6,074	5,688	386	2,065	
Faculty Initiatives Fund	(626)	-	(626)	-	(626)	2,073	

The addition to Arts and Sciences reserve is primarily due to the forecasted growth of international undergraduate students, as well as domestic growth with undergraduate program expansion in computer science and growth from Masters of Data Science.

The drawdown to the School of Engineering is primarily due to investment in capital equipment to support program expansion in manufacturing engineering.

The drawdown to the Faculty of Creative and Critical Studies is due to a reallocation of grant funding, resulting in a more equitable distribution of fixed grant funding amongst the faculties. The faculty is focusing on current program successes around Communications and Languages as well as opportunities for interdisciplinary cross-campus minors.

The drawdown to the Faculty of Health and Social Development reflects a funding shortfall relating to limited international student enrolment, and rising faculty salary costs. The faculty will be working to review programs for efficiencies and new funding opportunities.

The addition to the Faculty of Management is primarily due to incremental tuition from program growth and one-time savings from position vacancies.

The drawdown to the Faculty Initiatives Fund relates to the redistribution of funding to programs experiencing growth, which include Faculty of Arts and Sciences and the School of Engineering. This fund was established to work towards balancing inequities among faculties.

### Central Support Units (including ancillaries)

UBC Okanagan (in \$Thousands)	Funding Allocations	Unit Revenues	Total Funding	Total Expenses	Reserve (Drawdowns) /Additions	Ending Reserve Balance	(Drawdowns) Additions
<b>Total Central Support Units</b>	<b>77,759</b>	<b>9,484</b>	<b>87,243</b>	<b>99,914</b>	<b>(12,671)</b>	<b>26,954</b>	
<b>Provost and Vice-Principal Academic</b>	<b>17,535</b>	<b>36</b>	<b>17,571</b>	<b>17,691</b>	<b>(120)</b>	<b>3,795</b>	
Library	4,289	-	4,289	4,298	(9)	178	
Excellence Fund	3,598	-	3,598	4,048	(450)	1,602	
Enrolment Services	3,957	36	3,993	3,987	6	45	
International Student Initiative	975	-	975	996	(21)	31	
Equity Office	772	-	772	427	345	376	
Centre for Teaching and Learning	945	-	945	912	33	108	
Other Provost and Academic Units	2,999	-	2,999	3,023	(24)	1,455	
<b>Finance and Operations</b>	<b>30,095</b>	<b>6,056</b>	<b>36,151</b>	<b>36,153</b>	<b>(2)</b>	<b>6,249</b>	
Campus Operations and Risk Management	17,462	1,320	18,782	18,374	408	1,447	
Campus Planning and Development	1,552	-	1,552	1,771	(219)	118	
Information Technology	8,390	530	8,920	9,550	(630)	120	
Business Operations	-	4,206	4,206	3,815	391	4,401	
Other AVP Finance and Operations Units	2,691	-	2,691	2,643	48	163	
<b>Deputy Vice-Chancellor and Principal</b>	<b>7,968</b>	<b>89</b>	<b>8,057</b>	<b>8,203</b>	<b>(146)</b>	<b>251</b>	
Office of the Deputy Vice-Chancellor	1,449	25	1,474	1,474	-	68	
Development and Alumni Engagement	2,136	41	2,177	2,176	1	61	
Human Resources	1,821	20	1,841	1,854	(13)	63	
University Relations	2,562	3	2,565	2,699	(134)	59	
<b>Vice-Principal Research</b>	<b>5,298</b>	<b>328</b>	<b>5,626</b>	<b>6,725</b>	<b>(1,099)</b>	<b>899</b>	
<b>Students</b>	<b>8,835</b>	<b>2,975</b>	<b>11,810</b>	<b>12,213</b>	<b>(403)</b>	<b>1,083</b>	
<b>Campus Wide Expenses</b>	<b>8,028</b>	<b>-</b>	<b>8,028</b>	<b>18,929</b>	<b>(10,901)</b>	<b>14,677</b>	

The significant drawdown for Central Support Units is primarily due to one-time spending of pre-established reserves for capital projects, under Campus Wide Expenses. Overall, Central Support Units have been experiencing increased pressure due to constraints on government funding. For fiscal 2019/20, administrative units will be allocated funding for staff salary increases; however, all other cost escalations must be absorbed within current funding levels. Some units have been allocated one-time funding for projects that span multiple years, adding to reserve balances on a temporary basis. Where drawdowns are occurring, units are planning to utilize a portion of their accumulated surpluses for one-time items as opposed to recurring ongoing commitments. Significant drawdowns are as follows:

The drawdown to the Excellence Fund reflects planned one-time spending for strategic plan enablement, including infrastructure support and lab equipment replacement.

The drawdown to Information Technology relates to spending of funding received in fiscal 2018/19 for infrastructure to support the ARC initiative.

The drawdown to Vice-Principal Research is due to one-time spending of reserves for Aspire research start-up support and research infrastructure investments, as well as spending of term funding spanning multiple years.

The Campus Wide Expenses drawdown is due to significant spending planned for capital projects to be funded from pre-established reserves. Projects include 1540 Innovation Drive, Greenhouse, modular lab and office spaces.

## Student Financial Aid

UBC Okanagan (in \$Thousands)	Funding Allocations	Unit Revenues	Total Funding	Total Expenses	Reserve (Drawdowns) /Additions	Ending Reserve Balance	(Drawdowns) Additions
<b>Student Financial Aid</b>	<b>12,641</b>	<b>-</b>	<b>12,641</b>	<b>12,728</b>	<b>(87)</b>	<b>78</b>	
SFA Graduate	2,057	-	2,057	2,327	(270)	270	
SFA Undergraduate Domestic	6,086	-	6,086	6,086	-	(228)	
SFA Undergraduate International	3,862	-	3,862	3,669	193	(21)	
Workstudy, Go Global - SFA, Int'l Tuition Award	636	-	636	646	(10)	57	

Investments from Central Finance and the Excellence Fund are planned for fiscal 2019/20, to increase support for SFA Undergraduate Domestic, and meet the need for increased need-based financial aid for domestic students. The ending reserve balance deficit of \$0.2m will be supported by Central, to ensure full financial aid funding is available for fiscal 2019/20 students.

## 6. Consolidated Financial Budget

The Consolidated Statement of Operations (by function) and the Consolidated Statement of Net Debt require formal Board approval as these components are required for inclusion in the university's audited annual financial statements under Public Sector Accounting Board guidelines. The Consolidated Statement of Operations (by object) and Consolidated Statement of Financial Position are provided below for information only.

### CONSOLIDATED STATEMENT OF OPERATIONS

#### (By Object)

(in \$millions)

#### Revenues

Government grants and contracts

Government of Canada

273

283

287

4

Province of British Columbia

785

825

826

1

Other governments

19

18

20

2

Other contributions

182

172

174

2

Student fees

725

815

878

63

Investment income

82

82

85

3

Income from Government Business Enterprises

14

7

14

7

Sales and services

400

407

413

6

Amortization of deferred capital contributions

82

91

91

(0)

**2,562**

**2,700**

**2,788**

**88**

#### Expenses

Salaries & benefits

1,463

1,584

1,684

100

Operating costs - other

446

462

485

23

Capital asset amortization

198

217

224

7

Cost of goods sold

46

45

48

3

Scholarships, fellowships and bursaries

131

150

159

9

Grants to third parties

136

125

137

12

Debt service costs

21

21

21

-

**2,441**

**2,604**

**2,758**

**154**

#### Annual surplus from operations

**121**

**96**

**30**

**(66)**



The consolidated statement of operations reflects a 2019/20 surplus of \$30m. This is an accounting surplus only and does not reflect funds available for spending. The components are as follows:

**INCOME STATEMENT ANALYSIS***(in \$millions)*

	Fiscal 18/19 Forecast	Fiscal 19/20 Plan	Variance
UBC Vancouver faculties	31	0	(31)
UBC Vancouver administrative units	(32)	(46)	(14)
UBC Okanagan	5	(14)	(19)
	4	(60)	(64)
Deferred land lease revenue	9	9	0
Endowment surplus	25	10	(15)
Research and other funds	19	20	1
Related organizations	(1)	2	3
Net investment in capital	40	49	9
<b>Surplus</b>	<b>96</b>	<b>30</b>	<b>(66)</b>

- Reserve drawdowns represent spending by units from reserves on capital projects
- Deferred land lease income, \$9m: proceeds from leasing land for development is allocated to the endowment as it is received, and the revenue is recognized in the Statement of Operations over the period of the lease, 99 years
- Endowment surplus, \$10m: this represents amounts that will never be spent, but are added to the principal of endowments to ensure that the spending allocation increases in future years to keep up with inflation
- Surplus from net investment in capital: when the university acquires tangible assets, this spending creates a surplus in the Statement of Operations in the year of acquisition (although the cash is spent), as the related expense flows through as depreciation in subsequent years. The breakdown is as follows:

**NET INVESTMENT IN CAPITAL***(in \$millions)*

	Fiscal 17/18 Actual	Fiscal 18/19 Forecast	Fiscal 19/20 Plan
Capital asset additions	324	348	525
Funded externally	(128)	(114)	(113)
Increase in internal loans	(20)	(68)	(229)
Investment in capital from operations	176	166	183
Depreciation	(199)	(217)	(224)
Amortization of deferred capital contributions	82	91	91
Net depreciation	(117)	(126)	(133)
<b>Net investment in capital</b>	<b>59</b>	<b>40</b>	<b>49</b>

**CONSOLIDATED STATEMENT OF FINANCIAL POSITION (unaudited)**

Presented in Classified Statement of Financial Position Format  
(in \$millions)

	Mar 31, 2019 Forecast	Mar 31, 2020 Plan
<b>ASSETS</b>		
<b>Current Assets</b>		
Cash and cash equivalents	100	53
Accounts receivable	169	172
Operating investments	634	481
Investments in Government Business Enterprises	26	28
Other current assets	31	32
	<u>960</u>	<u>765</u>
<b>Non-Current Assets</b>		
Endowment investments	1,822	1,903
Capital assets	3,507	3,808
	<u>5,329</u>	<u>5,710</u>
<b>TOTAL ASSETS</b>	<u><b>6,289</b></u>	<u><b>6,476</b></u>
<b>LIABILITIES AND NET ASSETS</b>		
<b>Current Liabilities</b>		
Accounts payable and accrued liabilities	303	309
Current portion of debt	6	8
	<u>309</u>	<u>317</u>
<b>Non-Current Liabilities</b>		
Employee future benefits	9	9
Deferred other restricted contributions	506	516
Non-current portion of debt	344	336
	<u>858</u>	<u>861</u>
<b>Total Liabilities</b>	1,167	1,178
<b>Net Assets</b>		
Accumulated surplus	2,136	2,199
Deferred capital contributions	1,534	1,557
Deferred land lease revenue	839	940
Deferred endowment contributions	612	603
Accumulated remeasurement gains		
	<u>5,121</u>	<u>5,298</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u><b>6,289</b></u>	<u><b>6,476</b></u>

## 7. Capital Expenditure

The university makes significant on-going capital investments to support its learning and research mission, and to create an outstanding student experience.

Capital Expenditure and Funding for 2019/20 is budgeted as follows:

<b>CAPITAL EXPENDITURE</b> <i>(in \$millions)</i>	<b>Fiscal 17/18 Actual</b>	<b>Fiscal 18/19 Forecast</b>	<b>Fiscal 19/20 Plan</b>
<b>Building and Property:</b>			
Major buildings	131	120	177
Building renovations and additions	77	67	66
Capital infrastructure <sup>1</sup>	13	13	14
	<u>221</u>	<u>200</u>	<u>257</u>
<b>Research equipment</b>	30	62	77
<b>Other equipment and furnishings</b>	51	52	54
<b>Information technology</b>	6	18	120
<b>Library</b>	16	16	17
<b>Total Capital Expenditure</b>	<u><b>324</b></u>	<u><b>348</b></u>	<u><b>525</b></u>

1. Capital infrastructure includes improvements to roads, lots, sewer, gas, water and electrical assets

<b>CAPITAL FUNDING</b> <i>(in \$millions)</i>	<b>Fiscal 17/18 Actual</b>	<b>Fiscal 18/19 Forecast</b>	<b>Fiscal 19/20 Plan</b>
<b>Funding Source:</b>			
Ministry (KDF/COA)	29	31	35
Ministry - Routine capital	33	38	36
Federal - CFI	32	18	23
Federal - SIF	23	8	-
Donations	11	19	18
	<u>128</u>	<u>114</u>	<u>113</u>
<b>Internal Sources</b>			
Unit/Central	117	119	134
Infrastructure impact charges	6	7	7
Internal loans	73	108	270
	<u>196</u>	<u>234</u>	<u>411</u>
<b>Total Funding</b>	<u><b>324</b></u>	<u><b>348</b></u>	<u><b>525</b></u>

## 8. Documents Requiring Board Approval

Under public sector accounting board guidelines, certain approved budget information is required for inclusion in the year-end financial statements. These two documents are the Consolidated Statement of Operations and Accumulated Surplus and the Consolidated Statement of Changes in Net Debt.

The Consolidated Statement of Operations and Accumulated Surplus below reflects the same consolidated income statement included in Section 6, although the expenses are reflected by function, rather than by object. This mirrors the way that the information is presented in the financial statements. To derive the information by function, the university makes various assumptions about which operating units should be reflected within each category.

### CONSOLIDATED STATEMENT OF OPERATIONS (By Function)

(in \$millions)

#### Revenues

Government grants and contracts

	Fiscal 18/19 Forecast	Fiscal 19/20 Plan	Variance
Government of Canada	283	287	4

Province of British Columbia	825	826	1
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Other governments	18	20	2
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Other contributions	172	174	2
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Student fees	815	878	63
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Investment income	82	85	3
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Income from Government Business Enterprises	7	14	7
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Sales and services	407	413	6
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Amortization of deferred capital contributions	91	91	(0)
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<b>2,700</b>	<b>2,788</b>	<b>88</b>
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#### Expenses

Learning	1,253	1,350	97
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Research	466	496	30
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Facilities	386	393	7
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Students	344	361	17
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Community Engagement	67	71	4
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Administration	88	87	(1)
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<b>2,604</b>	<b>2,758</b>	<b>154</b>
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**Annual surplus from operations**

96	30	(66)
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**External endowment donations**

25	25	-
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**Annual surplus**

121	55	(66)
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**Accumulated surplus, beginning of period**

2,015	2,144	128
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**Accumulated surplus, end of period**

<b>2,136</b>	<b>2,199</b>	<b>62</b>
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**CONSOLIDATED STATEMENT OF CHANGES IN NET DEBT  
YEAR END MARCH 31**

(in \$millions)

	Fiscal 18/19 Forecast	Fiscal 19/20 Plan	Change
Annual surplus	121	55	66
Exclude items not affecting net debt:			
Endowment donations and transfers	(25)	(25)	-
	<u>96</u>	<u>30</u>	<u>66</u>
Acquisition of tangible capital assets	(348)	(525)	177
Amortization of tangible capital assets	217	224	(7)
	<u>(131)</u>	<u>(301)</u>	<u>170</u>
Acquisition of inventories held for use <sup>1</sup>	-	-	-
Acquisition of prepaid expense <sup>1</sup>	-	-	-
Consumption of inventories held for use <sup>1</sup>	-	-	-
Use of prepaid expense <sup>1</sup>	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
	(35)	(271)	236
Net remeasurement gains <sup>2</sup>	(16)	7	(23)
Self-supported subsidiary other comprehensive income <sup>2</sup>	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Increase in net debt	(51)	(264)	213
Net debt, beginning of year	(2,312)	(2,363)	51
	<u>(2,312)</u>	<u>(2,363)</u>	<u>51</u>
Net debt, end of year	<u>(2,363)</u>	<u>(2,627)</u>	<u>264</u>

**Notes**

1. UBC does not manage inventory and prepaids at a consolidated level or budget activity for these items.
2. The budget for investment income is prepared using high level assumptions around management of investment balances; this does not extend to detailed forecasts around individual investment holdings.

## Appendix I – Key Budget Assumptions

1. Provincial funding is based on funding received in 2019/20 plus increases for general wage increase (GWI) in line with the Provincial mandate.
2. Undergraduate domestic and most graduate tuition rates are budgeted to increase by 2 per cent. International undergraduate tuition rates will increase by 3 per cent for continuing students and by 4 per cent for new students. Some international professional tuition rates will increase by greater amounts approved by the Board.
3. The budget for endowment returns reflects the target return of 6.65 per cent for the Main Pool and 6.15 per cent for the Sustainable Future Pool of which 75 per cent is projected to be realized, and 25 per cent is projected to be unrealized. For the Main Pool, the target is based upon our spend rate of 4.0 per cent, an administrative cost recovery of 0.65 per cent, and an allowance for inflation of 2.0 per cent. For the Sustainable Future Pool, the spend rate is 3.5 per cent for TREK Impact established from land lease proceeds and 3.75 per cent for endowments established from donor contributions starting April 1, 2019. The administrative cost recovery for TREK Impact is 0.65 per cent and 0.40 per cent for existing and future donor funded endowments. The spend rate for the Sustainable Future Pool will be reviewed on or before March 31, 2021. Inflation is estimated at 2.0 per cent. The inflation amount is added to the endowment principal each year to protect the purchasing power of the endowment. There is potential for significant volatility in the markets, and changes of fund manager by IMANT could trigger significant realized gains.
4. Land development proceeds to be added to SHFE are projected to total \$75m during the year. As well, the distribution of rental income from UBC Properties Trust is projected to be \$10m.
5. Capital asset additions are based on the construction completion schedule of Board-approved capital projects, as well as the planned capital priorities. General additions (computers and equipment) are as projected by units across both campuses.
6. The budget includes Routine Maintenance funding from the Provincial government of \$38m.

## Appendix II - Financial Risks

### Provincial Operating Grant

The Provincial Operating Grant has not yet been confirmed for fiscal 2019/20.

### International Student Enrolment

Over the past several years the university has increased the intake of international undergraduate students, and while the intake in 2019/20 shows a slight decline, the total enrolment is forecast to increase by 1.7 per cent as cohorts move through the system. The university has also been increasing international tuition rates to better align with Canadian peers, resulting in approximately 13 per cent revenue increase in fiscal 2019/20. International tuition now accounts for approximately 19 per cent (\$413m) of total operating revenue (\$2.2b).

While it is recognized that any shortfall in enrolments would result in a reduction of revenue, early indications are that applications submitted from international students are sufficient to achieve the 2019/20 intake targets. In addition, the university continues to invest in the recruitment of a diverse student population.

### Information Systems Upgrade

As reported, the university is undertaking a major systems renewal program to replace the aging Student, Human Resources and Finance systems (Integrated Renewal Program). Given the magnitude of the financial investment and the scope of the implementation, there is potential risk of cost overruns and negative operational impact from the required change management. To mitigate these risks, the university has implemented a robust governance structure for the project, established a strong Project Management Office (PMO) to monitor and report progress and engaged an external quality assurance firm to identify, monitor and report program risks to Executive Sponsors and the Audit Committee of the Board.

### Foreign Exchange Risk

The foreign exchange rate of the Canadian dollar in comparison to the US and other currencies puts financial stress in numerous areas. These include Library acquisitions which are purchased primarily from the US, faculty recruitment since we compete internationally for the best faculty, research equipment, construction costs, and IT systems development and maintenance costs.



## Appendix III - Endowment

The university's Endowment funds consist of endowed gifts, bequests, donations, and land lease proceeds. Approximately \$1.7 billion of the Endowment Funds, including TREK and TREK Impact, are invested by UBC Investment Management Trust Inc. (IMANT). These funds support the university's academic mission, student financial awards, academic and research initiatives, student housing, and capital projects.

The land lease proceeds endowments include the TREK, TREK Impact, Student Housing Financing (SHFE) and Faculty Housing Assistance Financing (FHAFF) endowment funds. TREK and TREK Impact support the UBC mission and advance its charitable goals. SHFE was established in 2012 to invest in new student residences. FHAFF was established in February 2017 to facilitate the recruitment and retention of outstanding faculty members. In addition to providing financial support for student residences and faculty recruitment, the land lease proceeds endowment funds currently support the pharmaceutical sciences capital project, the Stem Cell Lab Biomedical Research Centre capital project, Medicine's Faculty Renewal, the Fitness Facility Expansion in the Old SUB, UBC's Brand Positioning campaign and the Enterprise wide IT renewal project. Please see Appendix II for further details.

Other gifts, held separately from the IMANT invested funds, include the Peter Wall Endowment, the Vancouver Foundation funds held for the benefit of the university and the Merilees Chair for the Study of Democracy fund.

(in \$millions)	Total (including SHFE and FHAFF)		IMANT Invested Funds (excluding TREK AND TREK Impact)		Land Lease Proceeds (TREK, TREK Impact, SHFE and FHAFF)		Others	
	Forecast	Plan	Forecast	Plan	Forecast	Plan	Forecast	Plan
	Fiscal 18/19	Fiscal 19/20	Fiscal 18/19	Fiscal 19/20	Fiscal 18/19	Fiscal 19/20	Fiscal 18/19	Fiscal 19/20
<b>Endowment market value</b>								
Endowment capital account	2,063	2,192	1,157	1,196	706	796	200	200
Stabilization account	235	210	185	168	40	33	10	9
<b>Balance</b>	<b>2,298</b>	<b>2,402</b>	<b>1,342</b>	<b>1,364</b>	<b>746</b>	<b>829</b>	<b>210</b>	<b>209</b>
<b>Endowment spending</b>								
Investment income	93	97	52	56	38	38	3	3
UBCPT rental distributions	9	10	-	-	9	10	-	-
Operating expenses	(86)	(97)	(51)	(52)	(32)	(42)	(3)	(3)
Internal transfers to endowment capital	9	-	9	-	-	-	-	-
<b>Surplus (deficit)</b>	<b>25</b>	<b>10</b>	<b>10</b>	<b>4</b>	<b>15</b>	<b>6</b>	<b>-</b>	<b>-</b>

The capital account balances represent external donor, internal university contributions, and inflation adjustments recorded to maintain the purchasing power of endowment capital over time.

The stabilization account balances reflect the value of endowments that have been generated through returns that are above target levels. It is a measure of the amount that is currently in the endowment fund above the inflation adjusted principal balances as a protection against future market downturns.

Investment income for unrestricted endowment funds, investment income includes only realized returns. For restricted endowment funds, investment income includes total returns to the extent of expenses incurred. The excess is deferred and recorded on the Statement of Financial Position until the period in which the related expenses are incurred.

## Appendix IV - Related Entities

The consolidated financial statements reflect the assets, liabilities, revenue, and expenses of organizations that are controlled by the university. All related organizations are consolidated, with the exceptions of UBC Properties Trust (UBCPT) and Great Northern Way Campus Trust, which are reported using the modified equity method.

The organizations that are fully consolidated into the financial statements of the university are:

- UBC Foundation – established to encourage philanthropic support for the university;
- American Foundation – established to encourage philanthropic support of the university;
- Hong Kong Foundation – established to encourage philanthropic support of the university;
- UK Foundation – established to encourage philanthropic support of the university;
- UBC Society for the Education of Young Children, a not-for-profit organization that maintains and operates an educational program for young children;
- UBC Asia Pacific Regional Office – a Hong-Kong based association formed to promote and advance the academic and research interests of the university and its partners in the Asia Pacific region; and
- UBC Investment Management Trust – manages the investment assets of the university's endowment and operating funds, and the staff pension plan.

UBCPT is the most significant subsidiary of the university. In addition to managing a portfolio of rental assets and providing project management services on capital projects, UBCPT carries out real estate development activities for the benefit of the university. Through UBCPT, the university sells pre-paid leases on certain properties to third parties for a period of 99 years. The proceeds from land leases have historically been directed to an internal endowment fund (TREK) and used to support the university's priorities.

## Appendix V - Killam Endowment Funds

In 1965, The University of British Columbia was fortunate in receiving various Killam Trusts, which were created pursuant to the last will and testament of the late Dorothy J. Killam. The trust funds were established at the Canada Council, Dalhousie College and University, The University of Alberta, The University of British Columbia (UBC) and The Montreal Neurological Institute. Subsequently, part of the fund bequeathed to The University of Alberta was transferred to The University of Calgary.

Annual budgets for the Killam Endowment Funds held at the university require the approval of UBC Board of Governors. They are based on the Killam spending guidelines and calculated using a spending allocation of 3.5 per cent of the preceding three years average market value of the funds. The fiscal 2019/20 spending budget is as follows:

	Killam General	Killam Memorial Salary	Izaak Walton Killam Memorial for Advanced Studies	Total
<i>In \$thousands</i>				
<b>Program spending</b>				
Research and scholarly activities	671	-	-	671
Faculty research fellowship awards	230	630	-	860
Bridge funding for academic priorities	314	-	-	314
Post-doctoral awards	-	-	410	410
Pre-doctoral awards	-	-	410	410
Graduate Studies administration	-	-	60	60
<b>Total 2019/20 budgeted spending allocation</b>	<b>1,215</b>	<b>630</b>	<b>880</b>	<b>2,725</b>

## Appendix VI – Capital Details

### Buildings and Property

The majority of buildings and property capital expenditure is under the management and control of Infrastructure Development, with additional capital expenditures overseen by Student Housing & Hospitality Services. Faculties and administrative departments also commission other building projects, normally of a minor nature. The design, construction, renovation and upgrades of all buildings and property projects are project managed by either UBC Properties Trust or UBC Project Services (Infrastructure Development).

Projects are organized according to type, scope and required approval level:

- Major buildings – this includes new building or major renewal projects greater than \$5m, approved by the Board of Governors.
- Routine capital – includes core maintenance projects funded in part by the Ministry of Advanced Education, Skills and Training (AEST), with projects typically less than or equal to \$5m. This program is approved by the Board of Governors. Building Operations and Energy & Water Services identify and prioritize projects under this program based on facility condition and building user input.
- Infrastructure Impact Charge (IIC) and Community Amenity Charge (CAC) Program – this includes utility, public and community infrastructure projects funded through charges on campus development. This program is approved by the Board of Governors.
- Department-funded capital – includes renovation and upgrade projects less than or equal to \$5m that are commissioned and funded by faculties and administrative departments. This work is recorded under “Funded from available reserves.” Projects greater than or equal to \$2.5m require UBC Executive approval.

### Major Buildings

There are currently eight major building projects in design or construction and for which capital expenditures will be incurred in fiscal 2019/20. Three of these are partially funded through the Federal Strategic Infrastructure Funding (SIF). Projects include:

#### 2019/20 Major Buildings Projects

(in \$millions)

Building Project	Total Budget	Estimated Cost Fiscal 2019/20	Estimated Completion Date
Pacific Residence (Walter Gage Infill Site)	153.0	39.0	Jul-21
Brock Commons Phase 2	163.0	44.0	Sep-22
UBC Okanagan Housing Commons & Skeena Residence	71.0	37.0	Aug-20
Undergraduate Life Sciences Teaching Labs (SIF/AEST funding)	88.0	2.9	Jul-19
UBC Exchange (New Bus Terminal)	22.0	5.1	Aug-19
MacInnes Field Underground Parkade	12.0	4.9	Sep-20
BioEnergy Facility Expansion Project	14.0	5.0	Sep-20
DK Kenny 4th floor reno	8.0	6.6	Dec-19

These projects provide renewed or expanded infrastructure to address the following needs:

- Academic program changes and enrolment growth
- Research activity and grant awards
- Student housing demand
- Deferred maintenance and seismic upgrade requirements to ensure safe and reliable facilities
- Transportation and utility infrastructure capacity requirements

Further details on major building projects are provided in the Capital Projects Update report, which is included in the docket for each meeting of the Board of Governors.

## Routine Capital – Core Building Maintenance

The Ministry of Advanced Education, Skills and Training (AEST) increased Routine Capital funding to address much needed capital maintenance in campus buildings. The university (both campuses) received \$43.8m from AEST in 2018/19 and is notionally scheduled to receive \$50.1m in fiscal 2019/20. AEST has specified that these funds are to be directed toward the reduction of deferred maintenance in core academic facilities and that the overall package of projects in each year must be cost-shared between AEST and the university on a 75 percent/25 percent basis.

Infrastructure Development coordinates the development of the annual plan with Building Operations and Energy & Water Services, who set the program of specific projects based on facility condition assessment and input from department administrators regarding building user priorities. Synergies are sought with other infrastructure renewal and modernization requirements such as learning space upgrades, accessibility upgrades, and seismic upgrades.

The first category, Major Maintenance and Rehabilitation Projects, includes campus-wide maintenance and rehabilitation projects consisting of roof and envelope repairs, elevator retrofits, electrical infrastructure projects, fire and life safety system retrofits, minor interior refit projects (such as flooring replacements and washroom refurbishments), and utilities infrastructure improvements. Individual projects in this category will cost less than the \$5.0m Board approval threshold.

Example projects in this category for fiscal 2019/20 include:

- Scarfe lecture theatre 100 renewal (\$1.6m)
- Asian Centre library top floor renewal (\$1.0m)
- Chan Centre roofing replacement (\$1.2m)
- Chemistry Physics envelope repair (\$1.1m)
- UBCO central heating plant upgrade (\$1.5m)

The next eligible category for work is whole-building renewal projects to address the full range of deferred maintenance items in targeted buildings. Hebb teaching spaces have been moved to Old SUB for the duration of the construction in fiscal 2018/19 and 2019/20. Addressing the significant deferred maintenance and seismic risk in the Hebb Building will improve the safety, extend the useful life, and improve the system reliability of this core academic building.

Whole building renewal projects are larger in scope and fall above the \$5.0m threshold. The Hebb Tower project, for example, is estimated at approximately \$34.4m. Given the necessity to plan and execute these projects in very tight timelines, it was previously agreed that they be approved by the Board, as part of the annual university budget approval process.

The following table provides a high-level breakdown of the fiscal 2019/20 AEST-supported routine Capital programs for the UBC Vancouver and Okanagan campuses. AEST has allocated funding using a formula based on the amount of deferred maintenance at each campus.

<b>Fiscal 19/20 Routine Capital Projects</b> <i>(in \$millions)</i>	<b>AEST 75%</b>	<b>UBC 25%</b>	<b>TOTAL</b>
<b>Vancouver Campus</b>			
Major Maintenance & Rehabilitation Projects	15.5	5.2	20.7
Hebb Building Renewal	7.5	2.5	10.0
Museum of Anthropology	8.1	2.6	10.7
Macleod building	1.5	0.5	2.0
Buchanan tower	3.0	1.0	4.0
Minor Maintenance & Rehabilitation Projects	1.1	0.3	1.4
<b>Total - Vancouver Campus</b>	<b>36.7</b>	<b>12.1</b>	<b>48.8</b>
<b>Okanagan Campus</b>			
Major Maintenance & Rehabilitation Projects	0.9	0.3	1.2
Additional Routine Capital Work		0.3	0.3
<b>Total - Okanagan Campus</b>	<b>0.9</b>	<b>0.6</b>	<b>1.5</b>
<b>Total</b>	<b>37.6</b>	<b>12.7</b>	<b>50.3</b>

## Information Technology

### Major Systems Projects

These include the university's capital investments in enterprise-wide systems either to create new capabilities or upgrade existing systems to extend useful life. The required investments in major systems replacements and upgrades are essential for the university to maintain its level of service in a rapidly changing technology environment, and is considered a major risk factor if the systems were allowed to decline.

The Integrated Renewal Program and the Other Enterprise-Wide Systems are financed through internal loans, in accordance with Board policy, while Minor Systems Upgrades and Lifecycle investments are funded from Information Technology's annual operating budget.

The major cost items over the period are:

#### a) Integrated Renewal Program (IRP)

The IRP unites previously independent projects, formerly known as Student Academic Systems Initiative (SASI), Procurement Modernization, HR and Finance Renewal to replace legacy systems. The IRP will implement one core platform for students, faculty and staff to conduct administrative tasks – resulting in a better user experience, a new set of tools, a new way of working, and improved reporting for informed decision-making. The configure and prototype, Test and deploy stages are expected to be completed for the IRP in fiscal 2019/20 with a primary focus on the HR and Finance Systems while also laying the Architect plan for the Student System.

### *b) Other Enterprise-Wide Systems*

Other Enterprise-wide systems are being implemented in conjunction with the IRP and include the following four systems:

**Enterprise Data Integration (EDI)** A project to implement an integration service to deliver data between applications and create a more coherent data integration strategy. This will replace thousands of individual integration points that exist today that pose a security risk and reduce analytic capability for the institution. Currently, the university is moving forward with several enterprise system refresh programs, specifically the IRP, Customer Relationship Management, Learning Technology Environment and many others. Inherent in all system implementations is the ability to trade business information between systems. These system refreshes will impact thousands of integration points within the UBC information system ecosystem and externally to hundreds of other communities of interest. To compound the issue, each system has a different business problem and data model, exacerbated by years of technical implementations and tools. In short, all of these integrations must be replaced and should be rationalized and updated into a common framework. Expected completion is in this upcoming fiscal year with Mulesoft as the selected cloud-based solution.

**Customer Relationship Management (CRM) System** This project will replace the current undergraduate student recruitment system with a goal of creating highly effective, personalized interactions for prospective students and applicants. Salesforce was the selected cloud-based solution and full implementation/project completion is expected this upcoming fiscal year.

**Privacy and Information Security Management (PrISM)** This is a program of activity focused on reducing the IT security risk to the institution with the provision of the required tools, technologies and support. The program has two components: technology and community. The overall budget envelope is \$8.4m in capital.

### *c) Minor Systems Upgrades*

Minor Systems Upgrades include Learning Analytics, Research Data Centre and Disaster Recovery, at an estimated cost of \$3.4m, will be undertaken in fiscal 2019/20.

### *d) Lifecycle*

Lifecycle investments represent expenditures related to cyclical refresh of main IT infrastructure, mainly including voice, network and storage. Included in this year's budget is planned expenditure of \$8.2m for lifecycle investments, including \$2m to support the growth and refresh cycle of the virtual environment.

## Research Equipment

Research projects contain a wide range of capital expenditure commitments, primarily related to major and minor equipment needs, and also IT equipment and software. Some major projects include building adaptations or renovations.

## Library

The Library collections are integral to the past and future success of the university, and underpin the academic mission of world-leading learning, teaching and research. Because the majority of the university's collections are purchased in US currency, Canadian currency depreciation has placed pressure on the Library's ability to maintain its collection acquisition levels. Consequently, an additional \$1.2m has been allocated to maintain the current collection.



## Appendix VII – Investment Income on Land Development

The Endowment Lands were given to the university a century ago to fund a “margin of excellence” beyond what a publicly funded university could achieve. The university generated proceeds through developing land starting in the 1990’s. The capital was invested and the net income was available to support discretionary strategic priorities.

At the time, the Board had two objectives: first, to maintain the capital in perpetuity; second, to ensure the use of the income was not permanently restricted to specific purposes so that the annual cash flows could be used for strategic purposes the President of the day determined. This lack of restriction is illustrated in the TREK terms of reference dating back to 2002, which broadly states that “the income will be used to support the mission of the university.”

Four endowment funds have been established with the net proceeds of long-term leases: TREK which resides in the Main Pool of endowment funds managed by IMANT, TREK Impact in the Sustainable Future Pool managed by IMANT, the Student Housing Financing Endowment (SHFE) and more recently the Faculty Housing Assistance Financing Endowment (FHAFE).

### Land Development Endowment (in \$millions)

	Forecast Fiscal 18/19	Plan Fiscal 19/20	Increase / Decrease
Trek Endowment, in the Main Pool	373	373	0
Trek Impact, in the Sustainable Future Pool	15	20	5
SHFE	333	392	59
FHAFE	25	44	19
	<b>746</b>	<b>829</b>	<b>83</b>

*The \$59 million increase in SHFE is comprised of \$75 million estimated land lease proceeds from UBCPT, net of \$9 million transfers to FHAFE in each of fiscal 2018/19 and fiscal 2019/20, a \$5 million transfer to Trek Impact in fiscal 2019/20, and \$7 million of capitalized interest in SHFE and \$1 million capitalized interest in FHAFE. Also, a proposal will be presented to the Board to increase the current TREK Impact contribution from \$5m to \$15m in fiscal 2019/20.*

TREK and TREK Impact support the mission of the university generally and advance its charitable goals. SHFE was established to support Student Housing projects while the intention of FHAFE was to facilitate the recruitment and retention of outstanding faculty members. In all cases, interest and other earnings have been used to support strategic initiatives, while preserving the principal value of the original contributions. The university also receives net proceeds from rental properties managed by UBC Properties Trust, which are combined with the income from these endowments to support strategic initiatives.

These funds are not intended to be allocated permanently, but are used to support initiatives with limited life spans to maintain flexibility as to their use for future administrations. That said, a large portion has been allocated to support building projects which are university priorities but are not fully funded from other sources. Typically, funding is allocated to finance construction costs, which are amortized over periods of up to 30 years until the debt has been repaid, at which point the funding will become available for reallocation. On-going allocations below represent debt service payments to support the construction of various university buildings,

such as the Ike Barber Learning Commons, Allard Hall, the Centre for Comparative Medicine, the Life Sciences Building, the Iona Building, and the Student Nest.

More recently, as funding has become available, these endowments have supported other types of priorities, such as research matching funds and faculty support.

The funds available from investment income on land development and funding allocations are summarized as follows:

**Investment Income on Land Development**  
**(in \$ millions)**

	Forecast Fiscal 18/19	Plan Fiscal 19/20	Increase / Decrease
<b>Funding sources, includes carryforward</b>			
Balance carried forward	4.4	7.1	2.7
Trek 4.0% spend allocation	14.3	14.6	0.3
Trek Impact 3.5% spend allocation	0.5	0.5	0.0
SHFE 3.5% spend allocation	6.4	8.0	1.6
FHAFF 4.0% spend allocation	0.6	0.6	0.0
UBCPT rental distributions	8.8	9.5	0.7
<b>Total funding</b>	<b>35.0</b>	<b>40.3</b>	<b>5.3</b>
<b>Funding allocations</b>			
On-going debt service	22.5	22.5	
<u>New ongoing allocations</u>			
Internal loan - Enterprisewide IT renewal	2.0	4.0	
Medicine Faculty Renewal	0.5	5.0	
	25.0	31.5	6.5
<u>Limited term allocations</u>			
Pharmaceutical Sciences Building - Debt relief	0.3	0.3	
UBC Brand Positioning Campaign & Speaker Series Support	1.8	-	
University Neighbourhood Association	0.5	-	
Rent Geared to Income Program	0.3	0.7	
VPRI space renovation	-	1.4	
UBC Brand Campaign	-	2.0	
UNA athletics	-	0.2	
Routine Capital match + classroom & learning space deferred maintenance and renewal	-	4.2	
	2.9	8.8	5.9
<b>Total allocations</b>	<b>27.9</b>	<b>40.3</b>	<b>12.4</b>
<b>Funding available for further allocations</b>	<b>7.1</b>	<b>-</b>	<b>(7.1)</b>

## Appendix VIII – Fiscal 2019/20 Plan to Fiscal 2018/19 Forecast by Faculty/Portfolio

### FY20 Plan vs FY19 Forecast vs FY18 Actuals- by Portfolio

(in \$thousands)

	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
Faculty of Applied Science	4,930	6,917	1,972	(4,945)
Faculty of Arts	3,364	11,921	(1,317)	(13,238)
Sauder School of Business	3,825	4,010	1,755	(2,255)
Faculty of Dentistry	1,053	(1,536)	312	1,848
Faculty of Education	2,556	1,157	356	(801)
Faculty of Forestry	1,941	(665)	(2,445)	(1,780)
Faculty of Graduate and Postdoctoral Studies	390	434	21	(413)
Faculty of Land and Food Systems	2,738	2,701	1,698	(1,003)
Allard School of Law	(173)	(1,362)	(1,091)	271
Faculty of Medicine	(2,362)	2,315	(1,515)	(3,830)
Faculty of Pharmaceutical Sciences	581	2,543	165	(2,378)
Faculty of Science	3,590	2,957	(66)	(3,023)
Governance	(504)	(1,731)	(1,201)	530
Provost and VP Academic	3,526	3,781	(2,651)	(6,432)
Academic Fund	12,776	6,516	(7,732)	(14,248)
VP Development and Alumni Engagement	58	(700)	(350)	350
VP External Relations	352	(1,473)	(2,040)	(567)
VP Health	77	794	279	(515)
VP Finance and Operations	(2,610)	1,284	(1,210)	(2,494)
VP Human Resources	702	(326)	(12)	314
VP Research and Innovation	2,311	579	(530)	(1,109)
VP Students	10,468	(1,990)	(577)	1,413
Student Financial Aid	(4,000)	(2,075)	482	2,557
Campus Wide Expenses	(25,790)	(37,448)	(30,007)	7,441
UBC Okanagan	2,534	5,159	(14,407)	(19,566)
<b>Total Operating Surplus/ (Deficit)</b>	<b>22,333</b>	<b>3,762</b>	<b>(60,111)</b>	<b>(63,873)</b>

## Faculty of Applied Sciences

(in \$thousands)

	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Undergraduate tuition				
Domestic	11,743	11,674	12,774	1,100
International	18,004	20,294	21,994	1,700
Graduate tuition	9,415	10,405	11,135	730
Operating allocation				
Recurring	41,103	41,861	42,078	217
One-time	89	671	525	(146)
	<b>80,354</b>	<b>84,905</b>	<b>88,506</b>	<b>3,601</b>
<b>Departmental Revenue</b>				
Other tuition	2,910	3,796	2,861	(935)
Other revenue	2,762	3,491	3,526	35
	<b>5,672</b>	<b>7,287</b>	<b>6,387</b>	<b>(900)</b>
<b>Total Revenue</b>	<b>86,026</b>	<b>92,192</b>	<b>94,893</b>	<b>2,701</b>
<b>Operating Expenses</b>				
Faculty salaries	39,843	41,410	44,053	2,643
Other salaries	18,646	19,761	20,876	1,115
<b>Total Salaries</b>	<b>58,489</b>	<b>61,171</b>	<b>64,929</b>	<b>3,758</b>
Benefits	8,849	9,159	10,555	1,396
<b>Total Salaries and Benefits</b>	<b>67,338</b>	<b>70,330</b>	<b>75,484</b>	<b>5,154</b>
Scholarships, fellowships and bursaries	313	165	258	93
Travel	1,099	1,219	1,108	(111)
Professional fees	816	893	927	34
Grants & reimbursements to other agencies	(1)	-	-	-
Other operating expenses	6,054	6,750	7,816	1,066
Capital expenditures	1,345	2,244	2,426	182
Transfers to(from) non-operating funds	4,132	3,674	4,902	1,228
<b>Total Expenses</b>	<b>81,096</b>	<b>85,275</b>	<b>92,921</b>	<b>7,646</b>
<b>Surplus / (Deficit)</b>	<b>4,930</b>	<b>6,917</b>	<b>1,972</b>	<b>(4,945)</b>
Accumulated reserves - opening	21,261	26,191	33,108	6,917
<b>Accumulated reserves - closing</b>	<b>26,191</b>	<b>33,108</b>	<b>35,080</b>	<b>1,972</b>

- New undergraduate programs: School of Biomedical Engineering (SBME) and Manufacturing Engineering Program (MANU).
- Increasing volume for relatively new graduate programs: Master of Engineering Leadership (MEL) / Master of Health Leadership and Policy (MHLP).
- Projected new faculty hires to replace retiring roster and to support new programs.
- Corresponding increased faculty support/startup expenses and other operating expenses.

## Faculty of Arts

<i>(in \$thousands)</i>	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Undergraduate tuition				
Domestic	34,453	35,626	35,837	211
International	60,414	66,917	69,175	2,258
Graduate tuition	7,005	7,817	8,687	870
Operating allocation				
Recurring	55,146	58,242	61,615	3,373
One-time	(452)	29	350	321
	<b>156,566</b>	<b>168,631</b>	<b>175,664</b>	<b>7,033</b>
<b>Departmental Revenue</b>				
Other tuition	2,120	2,758	2,585	(173)
Other revenue	9,700	9,581	8,733	(848)
	<b>11,820</b>	<b>12,339</b>	<b>11,318</b>	<b>(1,021)</b>
<b>Total Revenue</b>	<b>168,386</b>	<b>180,970</b>	<b>186,982</b>	<b>6,012</b>
<b>Operating Expenses</b>				
Faculty salaries	86,763	91,475	98,270	6,795
Other salaries	31,189	35,237	36,935	1,698
<b>Total Salaries</b>	<b>117,952</b>	<b>126,712</b>	<b>135,205</b>	<b>8,493</b>
Benefits	17,989	19,190	22,650	3,460
<b>Total Salaries and Benefits</b>	<b>135,941</b>	<b>145,902</b>	<b>157,855</b>	<b>11,953</b>
Cost of goods sold	882	1,330	1,076	(254)
Scholarships, fellowships and bursaries	2,652	3,142	3,752	610
Travel	2,102	2,660	2,783	123
Professional fees	1,321	1,745	1,951	206
Grants & reimbursements to other agencies	2	-	-	-
Other operating expenses	5,157	5,836	6,495	659
Debt service	12,166	425	425	-
Capital expenditures	2,716	4,225	4,005	(220)
Transfers to(from) non-operating funds	2,083	3,784	9,957	6,173
<b>Total Expenses</b>	<b>165,022</b>	<b>169,049</b>	<b>188,299</b>	<b>19,250</b>
<b>Surplus / (Deficit)</b>	<b>3,364</b>	<b>11,921</b>	<b>(1,317)</b>	<b>(13,238)</b>
Accumulated reserves - opening	22,714	26,078	37,999	11,921
<b>Accumulated reserves - closing</b>	<b>26,078</b>	<b>37,999</b>	<b>36,682</b>	<b>(1,317)</b>

- Operating revenues will increase primarily due to funding for general wage increases and benefits plus increases in ISI base tuition rate.
- \$5m of the \$8.5m increase in faculty and staff salaries costs relate to additional faculty and staff positions in response to recent increases in undergraduate student enrolments.
- Investment of \$7m in capital renewal of 4th floor of Kenny Building.
- The projected fiscal 2019/20 deficit is expected to be a drawdown from accumulated operating reserves.
- Development of the university-wide Writing Studies courses.
- Launch of Public Humanities Hub.
- Building cross campus policy connectors from other faculties and practitioner fellowships within School of Public Policy and Global Affairs.
- Redesign of the administrative staff structure re: Workday and Uniform.

## UBC Sauder School of Business

<i>(in \$thousands)</i>	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Undergraduate tuition				
Domestic	9,001	9,120	9,307	187
International	21,801	23,867	25,073	1,206
Graduate tuition	9,507	10,457	12,182	1,725
Operating allocation				
Recurring	16,917	17,662	17,662	-
One-time	(88)	(288)	24	312
	<b>57,138</b>	<b>60,818</b>	<b>64,248</b>	<b>3,430</b>
<b>Departmental Revenue</b>				
Other tuition	28,585	28,677	27,141	(1,536)
Other revenue	3,652	3,355	3,330	(25)
	<b>32,237</b>	<b>32,032</b>	<b>30,471</b>	<b>(1,561)</b>
<b>Total Revenue</b>	<b>89,375</b>	<b>92,850</b>	<b>94,719</b>	<b>1,869</b>
<b>Operating Expenses</b>				
Faculty salaries	30,874	32,914	32,687	(227)
Other salaries	19,532	21,256	22,742	1,486
<b>Total Salaries</b>	<b>50,406</b>	<b>54,170</b>	<b>55,429</b>	<b>1,259</b>
Benefits	7,161	7,309	8,011	702
<b>Total Salaries and Benefits</b>	<b>57,567</b>	<b>61,479</b>	<b>63,440</b>	<b>1,961</b>
Scholarships, fellowships and bursaries	526	738	1,542	804
Travel	1,823	1,763	2,109	346
Professional fees	7,543	6,774	6,173	(601)
Grants & reimbursements to other agencies	(2)	-	-	-
Other operating expenses	12,654	14,642	15,585	943
Debt service	3,262	-	-	-
Capital expenditures	888	2,559	2,840	281
Transfers to(from) non-operating funds	1,289	885	1,275	390
<b>Total Expenses</b>	<b>85,550</b>	<b>88,840</b>	<b>92,964</b>	<b>4,124</b>
<b>Surplus / (Deficit)</b>	<b>3,825</b>	<b>4,010</b>	<b>1,755</b>	<b>(2,255)</b>
Accumulated reserves - opening	14,123	17,946	21,956	4,010
<b>Accumulated reserves - closing</b>	<b>17,948</b>	<b>21,956</b>	<b>23,711</b>	<b>1,755</b>

- Projected increase enrolment in all professional graduate programs
- Projected decreased revenues from real estate course enrolments
- Increased entrance scholarship funding from UBC Sauder School of Business due to a decrease in central funding
- Increased staffing in research support and Chinook Aboriginal program
- Renovation of Robson Square facilities and refresh of classroom audio visual
- Accumulated reserves earmarked for the "Powerhouse expansion" project

## Faculty of Dentistry

*(in \$thousands)*

	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Undergraduate tuition				
Domestic	2,962	2,938	3,100	162
International	37	27	192	165
Graduate tuition	1,044	980	940	(40)
Operating allocation				
Recurring	8,473	8,884	8,884	-
One-time	(191)	(115)	-	115
	<b>12,325</b>	<b>12,714</b>	<b>13,116</b>	<b>402</b>
<b>Departmental Revenue</b>				
Other tuition	12,778	13,124	13,205	81
Other revenue	6,585	6,056	6,273	217
	<b>19,363</b>	<b>19,180</b>	<b>19,478</b>	<b>298</b>
<b>Total Revenue</b>	<b>31,688</b>	<b>31,894</b>	<b>32,594</b>	<b>700</b>
<b>Operating Expenses</b>				
Faculty salaries	10,679	11,765	12,637	872
Other salaries	7,096	7,449	7,566	117
	<b>17,775</b>	<b>19,214</b>	<b>20,203</b>	<b>989</b>
<b>Total Salaries</b>				
Benefits	2,876	2,957	3,256	299
	<b>20,651</b>	<b>22,171</b>	<b>23,459</b>	<b>1,288</b>
<b>Total Salaries and Benefits</b>				
Scholarships, fellowships and bursaries	5	7	10	3
Travel	554	548	566	18
Professional fees	2,022	1,649	1,161	(488)
Other operating expenses	5,619	5,366	5,130	(236)
Debt service	1,397	2,266	1,266	(1,000)
Capital expenditures	251	1,212	520	(692)
Transfers to/(from) non-operating funds	136	211	170	(41)
	<b>30,635</b>	<b>33,430</b>	<b>32,282</b>	<b>(1,148)</b>
<b>Total Expenses</b>				
	<b>1,053</b>	<b>(1,536)</b>	<b>312</b>	<b>1,848</b>
<b>Surplus / (Deficit)</b>				
Accumulated reserves - opening	4,295	5,350	3,814	(1,536)
<b>Accumulated reserves - closing</b>	<b>5,348</b>	<b>3,814</b>	<b>4,126</b>	<b>312</b>

- New major initiatives planned in fiscal 2019/20:
  - Planned intake of limited number of international students into the Doctor of Dental Medicine (DMD) program (up to 4)
  - Planning and implementation of digital dentistry initiative
- The faculty is reviewing its staff and faculty hiring plan. No major increases are in the fiscal 2019/20 plan.
- The faculty plans to slightly decrease its operational expenses in fiscal 2019/20 compared to fiscal 2018/19.



## Faculty of Education

<i>(in \$thousands)</i>	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Undergraduate tuition				
Domestic	9,870	10,343	10,544	201
International	2,053	2,324	2,399	75
Graduate tuition	6,384	6,563	6,694	131
Operating allocation				
Recurring	26,880	27,639	28,705	1,066
One-time	384	294	276	(18)
	<b>45,571</b>	<b>47,163</b>	<b>48,618</b>	<b>1,455</b>
<b>Departmental Revenue</b>				
Other tuition	3,960	5,105	5,660	555
Other revenue	2,556	2,716	1,358	(1,358)
	<b>6,516</b>	<b>7,821</b>	<b>7,018</b>	<b>(803)</b>
<b>Total Revenue</b>	<b>52,087</b>	<b>54,984</b>	<b>55,636</b>	<b>652</b>
<b>Operating Expenses</b>				
Faculty salaries	30,270	32,632	34,132	1,500
Other salaries	7,639	9,071	8,460	(611)
	<b>37,909</b>	<b>41,703</b>	<b>42,592</b>	<b>889</b>
<b>Total Salaries</b>				
Benefits	5,591	6,072	6,448	376
	<b>43,500</b>	<b>47,775</b>	<b>49,040</b>	<b>1,265</b>
<b>Total Salaries and Benefits</b>				
Scholarships, fellowships and bursaries	818	728	861	133
Travel	1,097	1,092	1,002	(90)
Professional fees	833	770	747	(23)
Other operating expenses	2,353	2,460	2,453	(7)
Debt service	310	310	310	-
Capital expenditures	461	413	517	104
Transfers to/from non-operating funds	159	279	350	71
	<b>49,531</b>	<b>53,827</b>	<b>55,280</b>	<b>1,453</b>
<b>Total Expenses</b>				
	<b>2,556</b>	<b>1,157</b>	<b>356</b>	<b>(801)</b>
<b>Surplus / (Deficit)</b>				
Accumulated reserves - opening	3,493	6,048	7,205	1,157
<b>Accumulated reserves - closing</b>	<b>6,049</b>	<b>7,205</b>	<b>7,561</b>	<b>356</b>

- Launch the faculty's five year strategic plan with the development of implementation plan underway.
- Continue developing the faculty's international cohort programs.
- Forecasting reduced other revenue due to reduction in international programs. Budgeted increase in recurring funding is to cover general wage increases, benefits and faculty hiring.
- Spend down of the Jane Rule Initiative and the establishment of a center for excellence in SOGI-inclusive education in the Faculty of Education and dissemination hub for the university.
- Developing new Indigenous graduate programming at masters and doctoral level.
- Developing multiple pathways to NITEP (Native Indigenous Teacher Education Program) through community-based delivery, dual-credit transfer course development, and dual degree partnership.
- Continue the administrative and leadership support resulting from the merger with the Faculty of Education Okanagan (UBCO).

## Faculty of Forestry

<i>(in \$thousands)</i>	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Undergraduate tuition				
Domestic	1,912	1,957	2,206	249
International	6,318	7,215	8,109	894
Graduate tuition	1,826	1,910	2,643	733
Operating allocation				
Recurring	8,215	8,481	9,110	629
One-time	(2)	(27)	31	58
	<b>18,269</b>	<b>19,536</b>	<b>22,099</b>	<b>2,563</b>
<b>Departmental Revenue</b>				
Other tuition	444	500	360	(140)
Other revenue	6,332	6,263	4,163	(2,100)
	<b>6,776</b>	<b>6,763</b>	<b>4,523</b>	<b>(2,240)</b>
<b>Total Revenue</b>	<b>25,045</b>	<b>26,299</b>	<b>26,622</b>	<b>323</b>
<b>Operating Expenses</b>				
Faculty salaries	9,125	10,350	12,004	1,654
Other salaries	6,076	6,365	6,845	480
	<b>15,201</b>	<b>16,715</b>	<b>18,849</b>	<b>2,134</b>
<b>Total Salaries</b>				
Benefits	2,306	2,620	3,301	681
	<b>17,507</b>	<b>19,335</b>	<b>22,150</b>	<b>2,815</b>
<b>Total Salaries and Benefits</b>				
Scholarships, fellowships and bursaries	367	364	378	14
Travel	885	846	880	34
Professional fees	670	625	650	25
Other operating expenses	2,077	2,313	2,460	147
Debt service	163	164	163	(1)
Capital expenditures	718	715	750	35
Transfers to/from non-operating funds	717	2,602	1,636	(966)
	<b>23,104</b>	<b>26,964</b>	<b>29,067</b>	<b>2,103</b>
<b>Total Expenses</b>				
	<b>1,941</b>	<b>(665)</b>	<b>(2,445)</b>	<b>(1,780)</b>
<b>Surplus / (Deficit)</b>				
Accumulated reserves - opening	8,694	10,634	9,969	(665)
<b>Accumulated reserves - closing</b>	<b>10,635</b>	<b>9,969</b>	<b>7,524</b>	<b>(2,445)</b>

- New major initiatives planned in fiscal 2019/20: 1) Cariboo Fire & Ecology Research Institute; 2) Cross-cultural professional development on Haida Gwaii; 3) National Indigenous Forestry School; 4) Online Master's program in plantation.
- Funding from the Strategic Excellence Fund will be used to support the development of: 1) Cariboo Fire & Ecology Research Institute; 2) Cross-cultural professional development on Haida Gwaii; 3) National Indigenous Forestry School.
- Ten new faculty positions will be recruited.
- Deficit is funded by the faculty reserve and is expected to be replenished by projected revenues from the new initiatives being developed.

## Faculty of Graduate and Postdoctoral Studies (G+PS)

<i>(in \$thousands)</i>	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Undergraduate tuition				
Graduate tuition	237	214	218	4
Operating allocation				
Recurring	2,703	2,796	2,807	11
One-time	(2)	47	11	(36)
	<b>2,938</b>	<b>3,057</b>	<b>3,036</b>	<b>(21)</b>
<b>Departmental Revenue</b>				
Other tuition	1,641	1,657	1,675	18
Other revenue	116	125	97	(28)
	<b>1,757</b>	<b>1,782</b>	<b>1,772</b>	<b>(10)</b>
<b>Total Revenue</b>	<b>4,695</b>	<b>4,839</b>	<b>4,808</b>	<b>(31)</b>
<b>Operating Expenses</b>				
Faculty salaries	412	406	389	(17)
Other salaries	2,613	2,806	3,067	261
	3,025	3,212	3,456	244
<b>Total Salaries</b>				
Benefits	548	557	591	34
	<b>3,573</b>	<b>3,769</b>	<b>4,047</b>	<b>278</b>
<b>Total Salaries and Benefits</b>				
Cost of goods sold	5	6	7	1
Scholarships, fellowships and bursaries	175	142	93	(49)
Travel	72	82	75	(7)
Professional fees	38	32	35	3
Grants & reimbursements to other agencies	4	-	-	-
Other operating expenses	353	349	368	19
Capital expenditures	85	41	162	121
Transfers to(from) non-operating funds	-	(16)	-	16
	<b>4,305</b>	<b>4,405</b>	<b>4,787</b>	<b>382</b>
<b>Total Expenses</b>				
	<b>390</b>	<b>434</b>	<b>21</b>	<b>(413)</b>
<b>Surplus / (Deficit)</b>				
Accumulated reserves - opening	979	1,370	1,804	434
<b>Accumulated reserves - closing</b>	<b>1,369</b>	<b>1,804</b>	<b>1,825</b>	<b>21</b>

- Major initiatives in fiscal 2019/20:
  - Continue with Public Scholars Initiative (PSI) funding
  - Expanding professional development for grad and postdoc and improve evaluation and problem solving with graduate supervisors
  - Capital renovation for office space at Thea Koerner House
  - Enhance digital strategies and support for programs across the university
- One-time funding will be used for on boarding of term staff (three years) for academic support, backfill for IRP secondment, Business Analyst/Academic Support Manager and a reserve for future salary increase for which funding is usually not received (i.e. merit, mid-point progression)

## Faculty of Land and Food Systems

<i>(in \$thousands)</i>	<b>Actual Fiscal 17/18</b>	<b>Forecast Fiscal 18/19</b>	<b>Plan Fiscal 19/20</b>	<b>Change</b>
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Undergraduate tuition				
Domestic	2,196	2,185	2,250	65
International	5,053	5,938	6,131	193
Graduate tuition	2,138	2,478	2,631	153
Operating allocation				
Recurring	5,739	6,135	6,563	428
One-time	206	218	250	32
	<b>15,332</b>	<b>16,954</b>	<b>17,825</b>	<b>871</b>
<b>Departmental Revenue</b>				
Other tuition	684	547	628	81
Other revenue	4,161	3,924	3,982	58
	<b>4,845</b>	<b>4,471</b>	<b>4,610</b>	<b>139</b>
<b>Total Revenue</b>	<b>20,177</b>	<b>21,425</b>	<b>22,435</b>	<b>1,010</b>
<b>Operating Expenses</b>				
Faculty salaries	6,941	7,012	7,283	271
Other salaries	5,066	5,600	6,001	401
<b>Total Salaries</b>	<b>12,007</b>	<b>12,612</b>	<b>13,284</b>	<b>672</b>
Benefits	1,833	2,015	2,369	354
<b>Total Salaries and Benefits</b>	<b>13,840</b>	<b>14,627</b>	<b>15,653</b>	<b>1,026</b>
Cost of goods sold	1	-	-	-
Scholarships, fellowships and bursaries	59	122	146	24
Travel	203	206	220	14
Professional fees	184	146	171	25
Other operating expenses	2,185	2,122	2,185	63
Capital expenditures	444	720	1,393	673
Transfers to/(from) non-operating funds	523	781	969	188
<b>Total Expenses</b>	<b>17,439</b>	<b>18,724</b>	<b>20,737</b>	<b>2,013</b>
<b>Surplus / (Deficit)</b>	<b>2,738</b>	<b>2,701</b>	<b>1,698</b>	<b>(1,003)</b>
Accumulated reserves - opening	5,325	8,062	10,763	2,701
<b>Accumulated reserves - closing</b>	<b>8,063</b>	<b>10,763</b>	<b>12,461</b>	<b>1,698</b>

- Major initiatives planned in fiscal 2019/20: Cluster hire of three faculty positions in plant and soil area. New Aquaculture Certificate program will potentially be launched in September 2019.
- One-time funding from the Provost's Office along with matching funds from LFS will be used to complete the lab renovation and equipment upgrades of the Pilot Plant in Food Nutrition Health.
- Planned salaries increases include the start of three new hired faculty positions (Food Science, Nutrition and Applied Biology); retention increase for one faculty position (Wine Research Centre); and three new staff positions and potential job reclassifications for staff positions.
- Other expense increases include the completion of the Pilot Plant renewal project in Food Nutrition Health, tractor purchase, start-up costs and research matching.

## Peter A. Allard School of Law

<i>(in \$thousands)</i>	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Undergraduate tuition				
Domestic	4,413	4,854	5,002	148
International	237	175	173	(2)
Graduate tuition	1,205	1,121	1,196	75
Operating allocation				
Recurring	7,373	7,728	8,140	412
One-time	433	63	100	37
	<b>13,661</b>	<b>13,941</b>	<b>14,611</b>	<b>670</b>
<b>Departmental Revenue</b>				
Other tuition	243	166	468	302
Other revenue	303	314	262	(52)
	<b>546</b>	<b>480</b>	<b>730</b>	<b>250</b>
<b>Total Revenue</b>	<b>14,207</b>	<b>14,421</b>	<b>15,341</b>	<b>920</b>
<b>Operating Expenses</b>				
Faculty salaries	8,524	9,375	9,939	564
Other salaries	2,653	2,708	2,851	143
<b>Total Salaries</b>	<b>11,177</b>	<b>12,083</b>	<b>12,790</b>	<b>707</b>
Benefits	1,611	1,872	2,181	309
<b>Total Salaries and Benefits</b>	<b>12,788</b>	<b>13,955</b>	<b>14,971</b>	<b>1,016</b>
Scholarships, fellowships and bursaries	263	246	250	4
Travel	211	145	145	-
Professional fees	119	128	135	7
Grants & reimbursements to other agencies	(1)	-	-	-
Other operating expenses	708	932	931	(1)
Capital expenditures	79	180	-	(180)
Transfers to(from) non-operating funds	213	197	-	(197)
<b>Total Expenses</b>	<b>14,380</b>	<b>15,783</b>	<b>16,432</b>	<b>649</b>
<b>Surplus / (Deficit)</b>	<b>(173)</b>	<b>(1,362)</b>	<b>(1,091)</b>	<b>271</b>
Accumulated reserves - opening	280	109	(1,253)	(1,362)
<b>Accumulated reserves - closing</b>	<b>107</b>	<b>(1,253)</b>	<b>(2,344)</b>	<b>(1,091)</b>

- New major initiatives planned in fiscal 2019/20:
  - Plan to hire four new faculty effective July 1, 2020
  - Finalize expansion of experiential learning (with Excellence Fund support: \$458K)
  - Aim to complete a new post-graduation debt relief SFA plan
  - Make a final decision about the new Masters program
- One-time funding will be utilized for on-going teaching replacement for the Dean
- Other tuition includes an adjustment of \$300K caused by a system coding error.
- Faculty and other salaries will increase due to new hires and salary increases.
- Domestic tuition includes increasing the JD class from 180 to 195 FTEs.
- Benefit increase includes amounts budgeted for the new BC Employer Health Tax Benefit.
- The law school is forecasting a deficit this fiscal year and will require ongoing support from the university until such time it is permitted to increase JD tuition beyond the 2 per cent cap.

## Faculty of Medicine

<i>(in \$thousands)</i>	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Undergraduate tuition				
Domestic	15,742	16,069	16,892	823
International	485	840	840	-
Graduate tuition	5,880	6,168	6,168	-
Operating allocation				
Recurring	123,315	125,479	130,071	4,592
One-time	(597)	372	(98)	(470)
	<b>144,825</b>	<b>148,928</b>	<b>153,873</b>	<b>4,945</b>
<b>Departmental Revenue</b>				
Other tuition	6,245	6,057	6,813	756
Other revenue	82,601	69,987	71,154	1,167
	<b>88,846</b>	<b>76,044</b>	<b>77,967</b>	<b>1,923</b>
<b>Total Revenue</b>	<b>233,671</b>	<b>224,972</b>	<b>231,840</b>	<b>6,868</b>
<b>Operating Expenses</b>				
Faculty salaries	93,675	94,021	99,954	5,933
Other salaries	57,306	61,153	63,751	2,598
<b>Total Salaries</b>	<b>150,981</b>	<b>155,174</b>	<b>163,705</b>	<b>8,531</b>
Benefits	23,429	24,108	27,480	3,372
<b>Total Salaries and Benefits</b>	<b>174,410</b>	<b>179,282</b>	<b>191,185</b>	<b>11,903</b>
Cost of goods sold	1,197	941	966	25
Scholarships, fellowships and bursaries	227	350	459	109
Travel	2,660	2,986	3,128	142
Professional fees	16,165	15,971	16,156	185
Grants & reimbursements to other agencies	14,574	4	-	(4)
Other operating expenses	17,050	18,225	21,674	3,449
Debt service	293	369	346	(23)
Capital expenditures	6,213	5,255	5,431	176
Transfers to(from) non-operating funds	3,244	(726)	(5,990)	(5,264)
<b>Total Expenses</b>	<b>236,033</b>	<b>222,657</b>	<b>233,355</b>	<b>10,698</b>
<b>Surplus / (Deficit)</b>	<b>(2,362)</b>	<b>2,315</b>	<b>(1,515)</b>	<b>(3,830)</b>
Accumulated reserves - opening	75,341	72,978	75,293	2,315
<b>Accumulated reserves - closing</b>	<b>72,979</b>	<b>75,293</b>	<b>73,778</b>	<b>(1,515)</b>

- In fiscal 2019/20, the Faculty of Medicine will continue to hire faculty members under the Faculty Renewal Program which represents funding provided by UBC Central. This is in acknowledgement of the fact that the Faculty of Medicine has constrained its costs in previous years by not replacing faculty members as they have retired.
- The fiscal deficit largely reflects unfunded wage increases

## Faculty of Pharmaceutical Sciences

<i>(in \$thousands)</i>	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Undergraduate tuition				
Domestic	8,152	9,670	10,085	415
Graduate tuition	277	139	142	3
Operating allocation				
Recurring	9,460	10,001	10,559	558
One-time	180	(51)	119	170
	<b>18,069</b>	<b>19,759</b>	<b>20,905</b>	<b>1,146</b>
<b>Departmental Revenue</b>				
Other tuition	1,628	1,746	1,792	46
Other revenue	771	1,166	502	(664)
	<b>2,399</b>	<b>2,912</b>	<b>2,294</b>	<b>(618)</b>
<b>Total Revenue</b>	<b>20,468</b>	<b>22,671</b>	<b>23,199</b>	<b>528</b>
<b>Operating Expenses</b>				
Faculty salaries	10,701	10,777	12,469	1,692
Other salaries	3,667	4,007	4,528	521
	<b>14,368</b>	<b>14,784</b>	<b>16,997</b>	<b>2,213</b>
<b>Total Salaries</b>				
Benefits	2,302	2,463	2,975	512
	<b>16,670</b>	<b>17,247</b>	<b>19,972</b>	<b>2,725</b>
<b>Total Salaries and Benefits</b>				
Scholarships, fellowships and bursaries	1	4	4	-
Travel	120	174	197	23
Professional fees	559	623	614	(9)
Other operating expenses	675	805	926	121
Debt service	937	624	624	-
Capital expenditures	74	182	158	(24)
Transfers to/from non-operating funds	851	469	539	70
	<b>19,887</b>	<b>20,128</b>	<b>23,034</b>	<b>2,906</b>
<b>Total Expenses</b>				
	<b>581</b>	<b>2,543</b>	<b>165</b>	<b>(2,378)</b>
<b>Surplus / (Deficit)</b>				
Accumulated reserves - opening	5,286	5,868	8,411	2,543
<b>Accumulated reserves - closing</b>	<b>5,867</b>	<b>8,411</b>	<b>8,576</b>	<b>165</b>

- The Faculty of Pharmaceutical Sciences is projecting a small surplus for fiscal 2019/20.
- One-time funding is anticipated to support the continued development and implementation of the online Flexible Doctor of Pharmacy launched this year.
- Increases in salaries and benefits are anticipated as the faculty is hiring six faculty positions that were vacant in fiscal 2018/19, a net new CRC position, and five net new or reclassified staff positions to support faculty growth and the faculty's new strategic plan.
- The faculty is also actively working to launch two new degree programs, including a Bachelor of Pharmaceutical Sciences (BPSc) and a Professional Master's degree.



## Faculty of Science

<i>(in \$thousands)</i>	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Undergraduate tuition				
Domestic	25,511	26,063	27,019	956
International	29,041	33,042	36,202	3,160
Graduate tuition	5,260	6,120	6,666	546
Operating allocation				
Recurring	60,597	64,084	67,652	3,568
One-time	(194)	(313)	(124)	189
	<b>120,215</b>	<b>128,996</b>	<b>137,415</b>	<b>8,419</b>
<b>Departmental Revenue</b>				
Other tuition	986	1,067	1,247	180
Other revenue	13,741	13,734	12,264	(1,470)
	<b>14,727</b>	<b>14,801</b>	<b>13,511</b>	<b>(1,290)</b>
<b>Total Revenue</b>	<b>134,942</b>	<b>143,797</b>	<b>150,926</b>	<b>7,129</b>
<b>Operating Expenses</b>				
Faculty salaries	63,210	67,604	72,488	4,884
Other salaries	33,734	36,841	39,049	2,208
<b>Total Salaries</b>	<b>96,944</b>	<b>104,445</b>	<b>111,537</b>	<b>7,092</b>
Benefits	14,449	15,475	18,268	2,793
<b>Total Salaries and Benefits</b>	<b>111,393</b>	<b>119,920</b>	<b>129,805</b>	<b>9,885</b>
Cost of goods sold	199	189	172	(17)
Scholarships, fellowships and bursaries	797	1,215	1,105	(110)
Travel	1,365	1,398	1,271	(127)
Professional fees	481	560	598	38
Grants & reimbursements to other agencies	183	184	184	-
Other operating expenses	5,965	7,258	8,100	842
Debt service	3,039	983	1,043	60
Capital expenditures	1,168	2,410	2,767	357
Transfers to(from) non-operating funds	6,762	6,723	5,947	(776)
<b>Total Expenses</b>	<b>131,352</b>	<b>140,840</b>	<b>150,992</b>	<b>10,152</b>
<b>Surplus / (Deficit)</b>	<b>3,590</b>	<b>2,957</b>	<b>(66)</b>	<b>(3,023)</b>
Accumulated reserves - opening	9,013	12,602	15,559	2,957
<b>Accumulated reserves - closing</b>	<b>12,603</b>	<b>15,559</b>	<b>15,493</b>	<b>(66)</b>

- Revenue increases are primarily due to residual tuition growth from international students accepted prior to 2019 numbers, as well as increased wage funding.
- Concerted effort to restore faculty size: 21 hires in fiscal 2018/19 and 28 searches under way for fiscal 2019/20.
- Increased fiscal 2019/20 operating costs from completed renovations of teaching space in Hebb and Undergrad Life Sciences Teaching Labs.
- Plans are under way to address student demand for Computer Science.

## Governance

<i>(in \$thousands)</i>	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Operating allocation				
Recurring	9,313	10,799	10,972	173
One-time	1,143	536	911	375
	<b>10,456</b>	<b>11,335</b>	<b>11,883</b>	<b>548</b>
<b>Departmental Revenue</b>				
Other revenue	166	69	31	(38)
	<b>166</b>	<b>69</b>	<b>31</b>	<b>(38)</b>
<b>Total Revenue</b>	<b>10,622</b>	<b>11,404</b>	<b>11,914</b>	<b>510</b>
<b>Operating Expenses</b>				
Faculty salaries	781	626	665	39
Other salaries	3,771	4,774	5,709	935
<b>Total Salaries</b>	<b>4,552</b>	<b>5,400</b>	<b>6,374</b>	<b>974</b>
Benefits	687	807	1,085	278
<b>Total Salaries and Benefits</b>	<b>5,239</b>	<b>6,207</b>	<b>7,459</b>	<b>1,252</b>
Scholarships, fellowships and bursaries	14	14	14	-
Travel	396	295	364	69
Professional fees	5,088	5,225	3,771	(1,454)
Grants & reimbursements to other agencies	-	3	-	(3)
Other operating expenses	296	1,219	1,198	(21)
Capital expenditures	93	172	309	137
<b>Total Expenses</b>	<b>11,126</b>	<b>13,135</b>	<b>13,115</b>	<b>(20)</b>
<b>Surplus / (Deficit)</b>	<b>(504)</b>	<b>(1,731)</b>	<b>(1,201)</b>	<b>530</b>
Accumulated reserves - opening	1,177	674	(1,057)	(1,731)
<b>Accumulated reserves - closing</b>	<b>673</b>	<b>(1,057)</b>	<b>(2,258)</b>	<b>(1,201)</b>

- Increased funding provides support for the new Chief Audit and Risk Office (CARO), the Board of Governors unit for professional development, and for standard salary increases across the portfolio.
- Salary increases are attributable to fiscal 2018/19 vacancies within the portfolio, and the creation of new positions within CARO and University Counsel toward the end of fiscal 2018/19, with all the positions planned to be filled in coming months.
- A notable decrease in legal fees is projected for fiscal 2019/20 as a specific legal case winds down. The related settlement is expected to reimburse this portfolio for legal fee spending to date, which will balance the accumulated reserves.
- The \$1.2m deficit planned for fiscal 2019/20 is due to legal fee spending and the university leadership recruitment costs, each drawing down accumulated reserves in respective units.

## Provost and VP Academic

<i>(in \$thousands)</i>	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Operating allocation				
Recurring	136,115	153,509	156,735	3,226
One-time	4,285	(3,188)	8,983	12,171
	<b>140,400</b>	<b>150,321</b>	<b>165,718</b>	<b>15,397</b>
<b>Departmental Revenue</b>				
Other tuition	39,101	44,447	43,657	(790)
Other revenue	38,146	38,695	37,355	(1,340)
	<b>77,247</b>	<b>83,142</b>	<b>81,012</b>	<b>(2,130)</b>
<b>Total Revenue</b>	<b>217,647</b>	<b>233,463</b>	<b>246,730</b>	<b>13,267</b>
<b>Operating Expenses</b>				
Faculty salaries	18,681	18,505	21,680	3,175
Other salaries	88,708	93,234	104,921	11,687
<b>Total Salaries</b>	<b>107,389</b>	<b>111,739</b>	<b>126,601</b>	<b>14,862</b>
Benefits	18,260	20,268	23,601	3,333
<b>Total Salaries and Benefits</b>	<b>125,649</b>	<b>132,007</b>	<b>150,202</b>	<b>18,195</b>
Cost of goods sold	7,276	6,641	6,791	150
Scholarships, fellowships and bursaries	816	1,180	1,769	589
Travel	2,562	2,920	3,431	511
Professional fees	6,732	9,075	8,383	(692)
Grants & reimbursements to other agencies	433	285	224	(61)
Other operating expenses	36,060	47,725	52,688	4,963
Debt service	3,447	1,654	1,400	(254)
Capital expenditures	29,704	27,245	23,150	(4,095)
Transfers to(from) non-operating funds	1,442	950	1,343	393
<b>Total Expenses</b>	<b>214,121</b>	<b>229,682</b>	<b>249,381</b>	<b>19,699</b>
<b>Surplus / (Deficit)</b>	<b>3,526</b>	<b>3,781</b>	<b>(2,651)</b>	<b>(6,432)</b>
Accumulated reserves - opening	17,169	20,657	24,438	3,781
<b>Accumulated reserves - closing</b>	<b>20,695</b>	<b>24,438</b>	<b>21,787</b>	<b>(2,651)</b>

- Major initiatives in fiscal 2019/20 include: Indigenous Strategic Plan implementation, hosting Congress of the Humanities and Social Sciences, ramp up of Student Diversity Initiative, start up of Indian Residential School (IRSHDC) and Emeritus College, IT application ecosystem linked to the Integrated Renewal Program and implementation of new bursary and admissions model
- One-time accumulated reserves utilization
  - Reserves to be used to support the IT applications ecosystem, library digital collection and capital projects, transformational learning initiatives, strategic faculty hires and the related research support and infrastructure needs
  - Reserves may also temporarily fund salary increases for which there is no funding received (i.e. merit, mid-point progression)

## Academic Funds

<i>(in \$thousands)</i>	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Operating allocation				
Recurring	21,564	39,050	60,471	21,421
One-time	(219)	-	-	-
	<b>21,345</b>	<b>39,050</b>	<b>60,471</b>	<b>21,421</b>
<b>Total Revenue</b>	<b>21,345</b>	<b>39,050</b>	<b>60,471</b>	<b>21,421</b>
<b>Operating Expenses</b>				
Faculty salaries	874	2,487	13,116	10,629
Other salaries	162	1,884	3,598	1,714
	<b>1,036</b>	<b>4,371</b>	<b>16,714</b>	<b>12,343</b>
<b>Total Salaries</b>				
Benefits	17	817	2,344	1,527
	<b>1,053</b>	<b>5,188</b>	<b>19,058</b>	<b>13,870</b>
<b>Total Salaries and Benefits</b>				
Scholarships, fellowships and bursaries	814	2,797	12,233	9,436
Travel	56	130	20	(110)
Professional fees	73	394	1,000	606
Other operating expenses	4,380	5,483	12,464	6,981
Debt service	-	300	-	(300)
Capital expenditures	-	10,231	13,023	2,792
Transfers to(from) non-operating funds	2,193	8,011	10,405	2,394
	<b>8,569</b>	<b>32,534</b>	<b>68,203</b>	<b>35,669</b>
<b>Total Expenses</b>				
	<b>12,776</b>	<b>6,516</b>	<b>(7,732)</b>	<b>(14,248)</b>
<b>Surplus / (Deficit)</b>				
Accumulated reserves - opening	854	13,629	20,145	6,516
<b>Accumulated reserves - closing</b>	<b>13,630</b>	<b>20,145</b>	<b>12,413</b>	<b>(7,732)</b>

Funding from the Academic Funds has been committed to support pillars of the UBC Strategic Plan:

- Local and Global: Increase local and community engagement in BC and to support initiatives identified in the Indigenous Strategic Plan and to provide more student bursary support
- Research: Additional funding to support the Grants for Catalyzing Research Cluster competitions (GCRC) and the new Program for Undergraduate Research Experience (PURE) and second phase of Digital Research Infrastructure (DRI)
- People and Places: Research and salary support for strategic faculty hires that include President's Excellence Chairs (PEC), Canada Excellence Research Chairs (CERC) and Canada Research Chairs (CRC) and increased investment in career development support
- Transformational learning: Additional Work Learn opportunities, open access to educational resources for students, program renewals such as Pharmaceutical Sciences and English

The fiscal 2019/20 deficit is due to one-time initiatives. This draws down on the \$20m accumulated reserves due to delays in spending on previously committed initiatives.

## VP Development and Alumni Engagement (DAE)

<i>(in \$thousands)</i>	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Operating allocation				
Recurring	25,522	25,925	26,247	322
One-time	795	(72)	2,540	2,612
	<b>26,317</b>	<b>25,853</b>	<b>28,787</b>	<b>2,934</b>
<b>Departmental Revenue</b>				
Other revenue	277	176	155	(21)
	<b>277</b>	<b>176</b>	<b>155</b>	<b>(21)</b>
<b>Total Revenue</b>	<b>26,594</b>	<b>26,029</b>	<b>28,942</b>	<b>2,913</b>
<b>Operating Expenses</b>				
Faculty salaries	1	-	-	-
Other salaries	16,765	17,281	18,727	1,446
<b>Total Salaries</b>	<b>16,766</b>	<b>17,281</b>	<b>18,727</b>	<b>1,446</b>
Benefits	2,888	3,093	3,615	522
<b>Total Salaries and Benefits</b>	<b>19,654</b>	<b>20,374</b>	<b>22,342</b>	<b>1,968</b>
Scholarships, fellowships and bursaries	3	-	-	-
Travel	393	558	525	(33)
Professional fees	636	599	1,118	519
Other operating expenses	5,441	4,810	5,089	279
Debt service	253	296	146	(150)
Capital expenditures	156	98	72	(26)
Transfers to(from) non-operating funds	-	(6)	-	6
<b>Total Expenses</b>	<b>26,536</b>	<b>26,729</b>	<b>29,292</b>	<b>2,563</b>
<b>Surplus / (Deficit)</b>	<b>58</b>	<b>(700)</b>	<b>(350)</b>	<b>350</b>
Accumulated reserves - opening	742	800	100	(700)
<b>Accumulated reserves - closing</b>	<b>800</b>	<b>100</b>	<b>(250)</b>	<b>(350)</b>

- \$2.5m in new fiscal 2019/20 funding for DAE is expected for fundraising growth, operational funding for the Blue and Gold Campaign for Students, and CPI increases for the Robert H. Lee Alumni Centre grant. Remaining relates to standard salary increase funding.
- The fiscal 2019/20 budget deficit of \$350k relates to fiscal 2018/19 project deferrals of specific projects: RIPL (Report Improvement Project), SIMPLE (Online Constituent Experience), and GPIIP (Gift Process Improvement). The forecast as above has since improved and the fiscal 2019/20 budget deficit of \$350k will be fully covered by accumulated reserves.

## VP External Relations

<i>(in \$thousands)</i>	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Operating allocation				
Recurring	14,995	15,988	16,316	328
One-time	2,308	1,590	2,480	890
	<b>17,303</b>	<b>17,578</b>	<b>18,796</b>	<b>1,218</b>
<b>Departmental Revenue</b>				
Other revenue	3,036	3,495	3,542	47
	<b>3,036</b>	<b>3,495</b>	<b>3,542</b>	<b>47</b>
<b>Total Revenue</b>	<b>20,339</b>	<b>21,073</b>	<b>22,338</b>	<b>1,265</b>
<b>Operating Expenses</b>				
Faculty salaries	34	30	20	(10)
Other salaries	9,570	10,645	12,360	1,715
	<b>9,604</b>	<b>10,675</b>	<b>12,380</b>	<b>1,705</b>
<b>Total Salaries</b>				
Benefits	1,583	1,901	2,275	374
	<b>11,187</b>	<b>12,576</b>	<b>14,655</b>	<b>2,079</b>
<b>Total Salaries and Benefits</b>				
Travel	308	262	250	(12)
Professional fees	3,293	4,132	4,860	728
Grants & reimbursements to other agencies	-	25	25	-
Other operating expenses	3,909	6,553	5,700	(853)
Capital expenditures	1,286	495	866	371
Transfers to(from) non-operating funds	4	(1,497)	(1,978)	(481)
	<b>19,987</b>	<b>22,546</b>	<b>24,378</b>	<b>1,832</b>
<b>Total Expenses</b>				
	<b>352</b>	<b>(1,473)</b>	<b>(2,040)</b>	<b>(567)</b>
<b>Surplus / (Deficit)</b>				
Accumulated reserves - opening	5,736	6,141	4,668	(1,473)
<b>Accumulated reserves - closing</b>	<b>6,088</b>	<b>4,668</b>	<b>2,628</b>	<b>(2,040)</b>

- For the second year, UBC Brand Campaign is being funded by the TREK Endowment; \$2m in interfund transfers are shown above, with additional spending in fiscal 2019/20 in professional fees.
- With regard to international rankings, funding is being allocated toward a reputation management team, with a corresponding increase to salary and benefit expense.
- The portfolio is receiving funding toward an updated UBC-Musqueam relationship.
- One-time funding has been allocated toward the university's Rapid Transit initiative, encouraging strong public support for SkyTrain to the university amongst business leaders and influencers, with the offsetting salary and professional fee expense shown above.
- The UBC Learning Exchange is undertaking renovations, shown above under capital expenditures. The first phase is taking place in fiscal 2018/19 and the second phase planned for fiscal 2019/20.
- Fiscal 2018/19 deferred projects make up the planned deficit of \$2.0m, offset by carryforward funds. These include communications, transportation and sustainability projects, MacInnes Field, and UBC Learning Exchange renovations.

## VP Health

(in \$thousands)

	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Operating allocation				
Recurring	1,271	1,785	1,819	34
One-time	267	3	1,150	1,147
	<b>1,538</b>	<b>1,788</b>	<b>2,969</b>	<b>1,181</b>
<b>Departmental Revenue</b>				
Other revenue	245	54	8	(46)
	<b>245</b>	<b>54</b>	<b>8</b>	<b>(46)</b>
<b>Total Revenue</b>	<b>1,783</b>	<b>1,842</b>	<b>2,977</b>	<b>1,135</b>
<b>Operating Expenses</b>				
Faculty salaries	489	182	589	407
Other salaries	558	527	1,265	738
	<b>1,047</b>	<b>709</b>	<b>1,854</b>	<b>1,145</b>
<b>Total Salaries</b>				
Benefits	151	137	338	201
	<b>1,198</b>	<b>846</b>	<b>2,192</b>	<b>1,346</b>
<b>Total Salaries and Benefits</b>				
Scholarships, fellowships and bursaries	5	2	2	-
Travel	41	7	76	69
Professional fees	1	10	53	43
Other operating expenses	469	128	166	38
Capital expenditures	2	55	84	29
Transfers to(from) non-operating funds	(10)	-	125	125
	<b>1,706</b>	<b>1,048</b>	<b>2,698</b>	<b>1,650</b>
<b>Total Expenses</b>				
	<b>77</b>	<b>794</b>	<b>279</b>	<b>(515)</b>
<b>Surplus / (Deficit)</b>				
Accumulated reserves - opening	756	832	1,626	794
<b>Accumulated reserves - closing</b>	<b>833</b>	<b>1,626</b>	<b>1,905</b>	<b>279</b>

- Major initiatives in fiscal 2019/20 include:
  - Redevelopment of the office to support VP Health strategic plan
  - Creation of the directorates for Education, Research and Health systems
  - Development of the VP Health strategic plan, coordinating it with the UBC Strategic plan and integrating with the provincial strategy
- Accumulated reserves to be used for startup to support the development of the new portfolio

## VP Finance & Operations

<i>(in \$thousands)</i>	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Operating allocation				
Recurring	116,139	121,911	123,582	1,671
One-time	2,012	4,061	5,251	1,190
	<b>118,151</b>	<b>125,972</b>	<b>128,833</b>	<b>2,861</b>
<b>Departmental Revenue</b>				
Other revenue	37,726	43,518	41,588	(1,930)
	<b>37,726</b>	<b>43,518</b>	<b>41,588</b>	<b>(1,930)</b>
<b>Total Revenue</b>	<b>155,877</b>	<b>169,490</b>	<b>170,421</b>	<b>931</b>
<b>Operating Expenses</b>				
Faculty salaries	56	31	-	(31)
Other salaries	62,603	67,148	73,021	5,873
<b>Total Salaries</b>	<b>62,659</b>	<b>67,179</b>	<b>73,021</b>	<b>5,842</b>
Benefits	12,442	14,149	15,864	1,715
<b>Total Salaries and Benefits</b>	<b>75,101</b>	<b>81,328</b>	<b>88,885</b>	<b>7,557</b>
Cost of goods sold	33,797	34,464	34,499	35
Travel	350	269	356	87
Professional fees	5,780	4,030	3,678	(352)
Other operating expenses	23,041	23,380	24,208	828
Debt service	5,428	5,427	5,859	432
Capital expenditures	16,745	19,533	17,604	(1,929)
Transfers to(from) non-operating funds	(1,755)	(225)	(3,458)	(3,233)
<b>Total Expenses</b>	<b>158,487</b>	<b>168,206</b>	<b>171,631</b>	<b>3,425</b>
<b>Surplus / (Deficit)</b>	<b>(2,610)</b>	<b>1,284</b>	<b>(1,210)</b>	<b>(2,494)</b>
Accumulated reserves - opening	7,488	4,916	6,200	1,284
<b>Accumulated reserves - closing</b>	<b>4,878</b>	<b>6,200</b>	<b>4,990</b>	<b>(1,210)</b>

- Key initiatives in fiscal 2019/20 include implementation of the Enterprise Maintenance Management System, year three of the Procurement Modernization program, continuing capital renewal and energy savings programs and strategic planning activities across the portfolio.
- One time funding will be used to cover the Building Operations structural deficit, strategic planning activities, classroom and other deferred capital improvements and continuation of the Procurement Modernization efforts in fiscal 2019/20.
- New recurring funding will provide maintenance resources for new buildings, expand critical safety related services to the UBC community and enhance overall facilities management.
- Salary increases cover AAPS, CUPE, and Executive Administration staff general wage increases.
- Major non-labour increases include additional capital expenditures and support for year three of the Procurement Modernization program.
- Overall, the portfolio has budgeted a deficit for fiscal 2019/20 which will be covered by accumulated reserves from fiscal 2018/19.



## VP Human Resources

<i>(in \$thousands)</i>	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Operating allocation				
Recurring	11,831	13,540	13,933	393
One-time	753	1,253	2,496	1,243
	<b>12,584</b>	<b>14,793</b>	<b>16,429</b>	<b>1,636</b>
<b>Departmental Revenue</b>				
Other revenue	7,293	7,439	7,500	61
	<b>7,293</b>	<b>7,439</b>	<b>7,500</b>	<b>61</b>
<b>Total Revenue</b>	<b>19,877</b>	<b>22,232</b>	<b>23,929</b>	<b>1,697</b>
<b>Operating Expenses</b>				
Faculty salaries	46	26	-	(26)
Other salaries	13,334	14,863	16,551	1,688
<b>Total Salaries</b>	<b>13,380</b>	<b>14,889</b>	<b>16,551</b>	<b>1,662</b>
Benefits	2,324	2,353	2,880	527
<b>Total Salaries and Benefits</b>	<b>15,704</b>	<b>17,242</b>	<b>19,431</b>	<b>2,189</b>
Travel	77	117	105	(12)
Professional fees	1,688	2,846	2,277	(569)
Other operating expenses	1,651	1,854	2,730	876
Capital expenditures	55	776	90	(686)
Transfers to(from) non-operating funds	-	(277)	(692)	(415)
<b>Total Expenses</b>	<b>19,175</b>	<b>22,558</b>	<b>23,941</b>	<b>1,383</b>
<b>Surplus / (Deficit)</b>	<b>702</b>	<b>(326)</b>	<b>(12)</b>	<b>314</b>
Accumulated reserves - opening	1,217	1,677	1,351	(326)
<b>Accumulated reserves - closing</b>	<b>1,919</b>	<b>1,351</b>	<b>1,339</b>	<b>(12)</b>

- Key initiatives in fiscal 2019/20 include continuation of collective bargaining and the Focus on People strategic framework, continued preparation for the Workday rollout including change management support to the organization, continued attraction and retention of talented faculty and staff and the finalization of the Wellbeing strategic framework (with VP Students).
- One-time funding will be used to cover the fiscal 2018/19 deficit and fiscal 2019/20 increased costs associated with the Policy 131 Independent Investigations Office as well as integrating well-being practices for faculty and staff across the university.
- New recurring funding will expand capabilities around immigration services, organizational change management and ensuring key equity and inclusion goals are accomplished.
- Salary increases cover AAPS, CUPE, and Executive Administration staff general wage increases.
- Major non-labour increases include the full year impact of the Rent-Geared-to-Income program (offset by transfers-in from Endowment Funds) and the Policy 131 Independent Investigations Office costs.
- Overall, the portfolio has budgeted a small deficit for fiscal 2019/20 which will be covered by accumulated reserves from fiscal 2018/19.

## VP Research and Innovation

<i>(in \$thousands)</i>	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Operating allocation				
Recurring	21,067	26,097	26,362	265
One-time	2,583	210	175	(35)
	<b>23,650</b>	<b>26,307</b>	<b>26,537</b>	<b>230</b>
<b>Departmental Revenue</b>				
Other revenue	13,361	13,385	13,635	250
	<b>13,361</b>	<b>13,385</b>	<b>13,635</b>	<b>250</b>
<b>Total Revenue</b>	<b>37,011</b>	<b>39,692</b>	<b>40,172</b>	<b>480</b>
<b>Operating Expenses</b>				
Faculty salaries	717	902	1,386	484
Other salaries	15,799	17,786	19,710	1,924
	<b>16,516</b>	<b>18,688</b>	<b>21,096</b>	<b>2,408</b>
<b>Total Salaries</b>				
Benefits	3,078	3,381	4,080	699
	<b>19,594</b>	<b>22,069</b>	<b>25,176</b>	<b>3,107</b>
<b>Total Salaries and Benefits</b>				
Cost of goods sold	1,128	910	1,020	110
Scholarships, fellowships and bursaries	2	1	1	-
Travel	345	386	484	98
Professional fees	1,133	1,497	1,926	429
Grants & reimbursements to other agencies	-	(2)	-	2
Other operating expenses	7,423	7,866	10,781	2,915
Capital expenditures	1,030	1,282	1,314	32
Transfers to(from) non-operating funds	4,045	5,104	-	(5,104)
	<b>34,700</b>	<b>39,113</b>	<b>40,702</b>	<b>1,589</b>
<b>Total Expenses</b>				
	<b>2,311</b>	<b>579</b>	<b>(530)</b>	<b>(1,109)</b>
<b>Surplus / (Deficit)</b>				
Accumulated reserves - opening	5,030	7,340	7,919	579
<b>Accumulated reserves - closing</b>	<b>7,341</b>	<b>7,919</b>	<b>7,389</b>	<b>(530)</b>

- Salaries and benefits – changes are primarily due to new positions.
- Other operating expenses and net transfers – the Provost Office changed the reporting methodology from revenue to a cost recovery for the Strategic Excellence Fund (SEF) which caused the large differences.
- Animal Care Services increased salaries and animal costs for new projects resulting in an annual deficit, but will be covered by the accumulated reserves.
- Major initiatives in fiscal 2019/20 include:
  - Increase interdisciplinary and team-based research through research excellence clusters and public humanities hub; and expansion of mobility programs to enhance collaborations
  - Expand support of indigenous and community-based research
  - Operationalize local Digital Research Infrastructure, including expansion of advanced research computing team
  - Operationalize innovation strategy, including innovation hubs at Robson Square and Okanagan Innovation Centre and work on plans for innovation hub at Point Grey

## VP Students

<i>(in \$thousands)</i>	<b>Actual Fiscal 17/18</b>	<b>Forecast Fiscal 18/19</b>	<b>Plan Fiscal 19/20</b>	<b>Change</b>
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Operating allocation				
Recurring	28,569	30,778	31,272	494
One-time	837	402	2,421	2,019
	<b>29,406</b>	<b>31,180</b>	<b>33,693</b>	<b>2,513</b>
<b>Departmental Revenue</b>				
Other tuition	11,137	11,506	11,939	433
Other revenue	245,494	253,269	269,801	16,532
	<b>256,631</b>	<b>264,775</b>	<b>281,740</b>	<b>16,965</b>
<b>Total Revenue</b>	<b>286,037</b>	<b>295,955</b>	<b>315,433</b>	<b>19,478</b>
<b>Operating Expenses</b>				
Faculty salaries	404	539	228	(311)
Other salaries	83,241	88,280	98,232	9,952
	<b>83,645</b>	<b>88,819</b>	<b>98,460</b>	<b>9,641</b>
<b>Total Salaries</b>				
Benefits	17,583	18,752	21,869	3,117
	<b>101,228</b>	<b>107,571</b>	<b>120,329</b>	<b>12,758</b>
<b>Total Salaries and Benefits</b>				
Cost of goods sold	30,934	30,791	33,201	2,410
Scholarships, fellowships and bursaries	151	(22)	(6)	16
Travel	3,534	3,239	3,908	669
Professional fees	3,063	2,755	2,510	(245)
Grants & reimbursements to other agencies	422	475	514	39
Other operating expenses	65,363	73,281	77,330	4,049
Debt service	48,966	51,263	54,256	2,993
Capital expenditures	20,602	26,798	23,029	(3,769)
Transfers to(from) non-operating funds	1,306	1,794	939	(855)
	<b>275,569</b>	<b>297,945</b>	<b>316,010</b>	<b>18,065</b>
<b>Total Expenses</b>				
<b>Surplus / (Deficit)</b>	<b>10,468</b>	<b>(1,990)</b>	<b>(577)</b>	<b>1,413</b>
Accumulated reserves - opening	20,936	31,594	29,604	(1,990)
<b>Accumulated reserves - closing</b>	<b>31,404</b>	<b>29,604</b>	<b>29,027</b>	<b>(577)</b>

- Proposed new initiatives is expecting \$2m of operating funding including expanded 1st Year Experience, an Integrated Health Clinic, and Varsity Team Gender Equity funding.
- Key initiatives in fiscal 2019/20 creating budgetary change within revenue and expense categories are primarily explained by the opening of the Exchange Residence and the MacInnes Field underground parkade at UBC Vancouver, and initiation of self-operated food services at UBC Okanagan.
- Two larger renovation projects finished in fiscal 2018/19 creating less capital spend in fiscal 2019/20.
- Three new modular child care buildings hosting six new centers will be established utilizing \$4.5m from accumulated reserves.

## Student Financial Aid and Awards (SFA)

<i>(in \$thousands)</i>	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Operating allocation				
Recurring	71,726	75,776	79,685	3,909
One-time	(530)	3,982	199	(3,783)
	<b>71,196</b>	<b>79,758</b>	<b>79,884</b>	<b>126</b>
<b>Departmental Revenue</b>				
Other revenue	1	1	-	(1)
	<b>1</b>	<b>1</b>	<b>-</b>	<b>(1)</b>
<b>Total Revenue</b>	<b>71,197</b>	<b>79,759</b>	<b>79,884</b>	<b>125</b>
<b>Operating Expenses</b>				
Other salaries	4,846	5,244	4,917	(327)
	<b>4,846</b>	<b>5,244</b>	<b>4,917</b>	<b>(327)</b>
<b>Total Salaries</b>				
Benefits	36	32	38	6
	<b>4,882</b>	<b>5,276</b>	<b>4,955</b>	<b>(321)</b>
<b>Total Salaries and Benefits</b>				
Scholarships, fellowships and bursaries	69,323	76,295	74,374	(1,921)
Travel	70	61	6	(55)
Professional fees	1	20	-	(20)
Grants & reimbursements to other agencies	6	-	-	-
Other operating expenses	165	88	67	(21)
Transfers to(from) non-operating funds	750	94	-	(94)
	<b>75,197</b>	<b>81,834</b>	<b>79,402</b>	<b>(2,432)</b>
<b>Total Expenses</b>				
	<b>(4,000)</b>	<b>(2,075)</b>	<b>482</b>	<b>2,557</b>
<b>Surplus / (Deficit)</b>				
Accumulated reserves - opening	9,579	5,580	3,505	(2,075)
<b>Accumulated reserves - closing</b>	<b>5,579</b>	<b>3,505</b>	<b>3,987</b>	<b>482</b>

- Major initiatives in fiscal 2019/20 include:
  - Implement new tuition bursary model for domestic students
  - Expand Work Learn program within campus and pilot an off campus program, funded by the Academic Funds
  - Continue to increase the number of merit awards available for international students to recognize diversity in recruitment
- Undergrad domestic – \$1.3m accumulated reserves identified for housing assistance awards
- Graduate awards – \$1.7m reserve accumulated over time, graduate students successful in receiving other scholarships, hence, funds have not been awarded
- ISI –reserve is UBC Sauder School of Business related for their merit awards

## Campus Wide Expenses (Vancouver)

<i>(in \$thousands)</i>	Actual Fiscal 17/18	Forecast Fiscal 18/19	Plan Fiscal 19/20	Change
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Operating allocation				
Recurring	37,079	43,967	57,161	13,194
One-time	(8,231)	(8,234)	(28,069)	(19,835)
	<b>28,848</b>	<b>35,733</b>	<b>29,092</b>	<b>(6,641)</b>
<b>Departmental Revenue</b>				
Other tuition	1,124	1,455	1,484	29
Other revenue	8,691	10,827	4,744	(6,083)
	<b>9,815</b>	<b>12,282</b>	<b>6,228</b>	<b>(6,054)</b>
<b>Total Revenue</b>	<b>38,663</b>	<b>48,015</b>	<b>35,320</b>	<b>(12,695)</b>
<b>Operating Expenses</b>				
Faculty salaries	(1,013)	26	(4,975)	(5,001)
Other salaries	(30)	1,016	(6,990)	(8,006)
	<b>(1,043)</b>	<b>1,042</b>	<b>(11,965)</b>	<b>(13,007)</b>
<b>Total Salaries</b>				
Benefits	1,163	3,516	(6,034)	(9,550)
<b>Total Salaries and Benefits</b>	<b>120</b>	<b>4,558</b>	<b>(17,999)</b>	<b>(22,557)</b>
Travel	1,436	1,921	1,865	(56)
Professional fees	2,293	1,565	1,529	(36)
Other operating expenses	21,928	21,626	15,781	(5,845)
Debt service	15,148	19,076	24,417	5,341
Capital expenditures	919	897	907	10
Transfers to(from) non-operating funds	22,609	35,820	38,827	3,007
<b>Total Expenses</b>	<b>64,453</b>	<b>85,463</b>	<b>65,327</b>	<b>(20,136)</b>
<b>Surplus / (Deficit)</b>	<b>(25,790)</b>	<b>(37,448)</b>	<b>(30,007)</b>	<b>7,441</b>
Accumulated reserves - opening	(23,165)	(48,957)	(86,405)	(37,448)
<b>Accumulated reserves - closing</b>	<b>(48,955)</b>	<b>(86,405)</b>	<b>(116,412)</b>	<b>(30,007)</b>

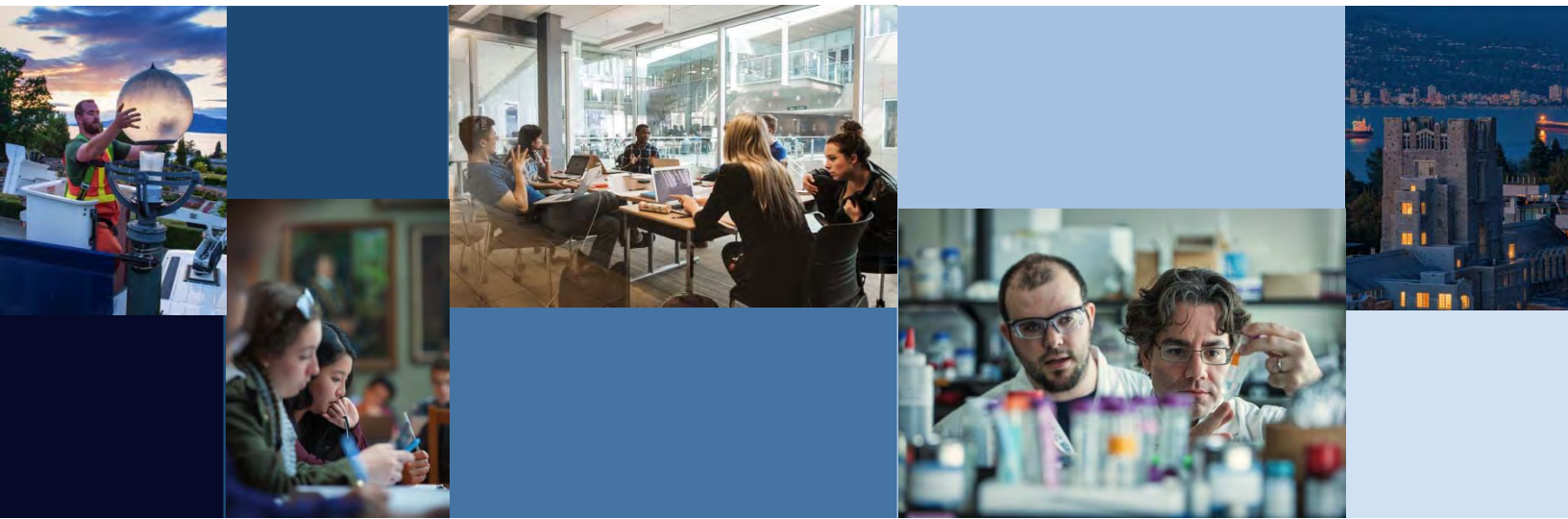
- \$6.5m was received from Great Northern Way in fiscal 2018/19. None is expected in fiscal 2019/20.
- Dental and extended health benefits claims have increased over the years. Premiums charged to units have been increased to recover benefits expenses incurred in fiscal 2018/19.
- Debt service increased due to full year debt and interest payments for new loans.
- An estimated \$54m is budgeted for IT and Integrated Renewal Program expenses.
- The bottom line increased by \$19m due to a university-wide adjustment that reduced salaries, benefits and operating expenses.

## UBC Okanagan

<i>(in \$thousands)</i>	<b>Actual Fiscal 17/18</b>	<b>Forecast Fiscal 18/19</b>	<b>Plan Fiscal 19/20</b>	<b>Change</b>
<b>Operating Revenue</b>				
<b>Funding Allocations</b>				
Provincial government grants	68,607	70,283	72,261	1,978
Undergraduate tuition				
Domestic	34,530	37,083	38,641	1,558
International	32,499	46,394	54,063	7,669
Graduate tuition	4,472	5,919	6,641	722
Research revenue	1,206	1,254	1,302	48
Business revenue	1,255	1,685	1,759	74
	<b>142,569</b>	<b>162,618</b>	<b>174,667</b>	<b>12,049</b>
<b>Departmental Revenue</b>				
Other tuition	3,309	3,465	3,453	(12)
Other revenue	7,814	8,289	6,665	(1,624)
	<b>11,123</b>	<b>11,754</b>	<b>10,118</b>	<b>(1,636)</b>
<b>Total Revenue</b>	<b>153,692</b>	<b>174,372</b>	<b>184,785</b>	<b>10,413</b>
<b>Operating Expenses</b>				
Faculty salaries	49,898	52,605	57,311	4,706
Other salaries	37,783	42,415	48,793	6,378
<b>Total Salaries</b>	<b>87,681</b>	<b>95,020</b>	<b>106,104</b>	<b>11,084</b>
Benefits	14,371	15,587	18,848	3,261
<b>Total Salaries and Benefits</b>	<b>102,052</b>	<b>110,607</b>	<b>124,952</b>	<b>14,345</b>
Scholarships, fellowships and bursaries	8,223	12,525	13,464	939
Travel	3,107	3,452	3,590	138
Professional fees	1,894	2,205	2,450	245
Grants & reimbursements to other agencies	(8)	17	-	(17)
Other operating expenses	14,299	15,917	16,957	1,040
Debt service	2,939	3,120	3,054	(66)
Capital expenditures	10,855	12,942	25,204	12,262
Transfers to(from) non-operating funds	7,797	8,428	9,521	1,093
<b>Total Expenses</b>	<b>151,158</b>	<b>169,213</b>	<b>199,192</b>	<b>29,913</b>
<b>Surplus / (Deficit)</b>	<b>2,534</b>	<b>5,159</b>	<b>(14,407)</b>	<b>(19,566)</b>
Accumulated reserves - opening	43,886	46,421	51,580	(5,159)
<b>Accumulated reserves - closing</b>	<b>46,420</b>	<b>51,580</b>	<b>37,173</b>	<b>(24,725)</b>

- Program expansion in applied science, manufacturing engineering and arts and sciences, computer science
- Enrolment growth for domestic (2 per cent) and international students (9 per cent)
- Transition of food services to in-house delivery model in fiscal 2019/20
- Increase in capital expenditures, primarily for planned new projects, including 1540 Innovation Drive, Greenhouse, modular lab and office spaces, as well as equipment to support faculty growth
- Increase for faculty salaries and benefits due to hiring vacant positions and planned new positions, as well as progress through the ranks, general wage increase (GWI) and employee health tax (EHT)
- Increase for Other salaries and benefits due to planned faculty support staff, student services, academic, research and administrative hires, as well as salary increases, GWI and EHT
- Deficit due to one-time capital spend, drawing on reserves pre-established for planned capital projects





# CONSOLIDATED FINANCIAL STATEMENTS

For year ended March 31, 2018

Vancouver, B.C. Canada



THE UNIVERSITY OF BRITISH COLUMBIA



## Statement of Management Responsibility

The consolidated financial statements of the University of British Columbia (the University) have been prepared by management in conformity with Canadian public sector accounting standards and Treasury Board direction outlined in note 2(a). The financial statements present the financial position of the University as at March 31, 2018, and the results of its operations, remeasurement gains and losses, and the changes in net debt and changes in its cash flow for the year ended March 31, 2018.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, management has developed and maintains a system of internal control designed to provide reasonable assurance that University assets are safeguarded from loss and that the accounting records are a reliable basis for the preparation of financial statements.

The Board of Governors is responsible for reviewing and approving the financial statements, and overseeing management's performance of its financial reporting responsibilities.

The Board of Governors carries out its responsibility for review of the financial statements principally through its Audit Committee. No members of the Audit Committee are officers or employees of the University. The Audit Committee meets with management, the external auditors and the internal auditors to discuss the results of audit examinations and financial reporting matters. The external and internal auditors have full access to the Audit Committee, with and without the presence of management.

The financial statements for the year ended March 31, 2018 have been reported on by KPMG. The Independent Auditors' Report outlines the scope of the audit and provides the audit opinion on the consolidated financial statements.



Santa Ono  
President and Vice-Chancellor



Peter Smailes  
Interim Vice-President Finance & Operations

May 24, 2018



KPMG LLP  
PO Box 10426 777 Dunsmuir Street  
Vancouver BC V7Y 1K3  
Canada  
Telephone (604) 691-3000  
Fax (604) 691-3031

## INDEPENDENT AUDITORS' REPORT

To the Board of Governors of the University of British Columbia, and  
To the Minister of Advanced Education, Skills & Training, Province of British  
Columbia

We have audited the accompanying consolidated financial statements of the University of British Columbia, which comprise the consolidated statement of financial position as at March 31, 2018, the consolidated statements of operations and accumulated surplus, remeasurement gains and losses, changes in net debt and cash flows, for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

### *Management's Responsibility for the Consolidated Financial Statements*

Management is responsible for the preparation of these consolidated financial statements in accordance with the financial reporting provisions of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditors' Responsibility*

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

*Opinion*

In our opinion, the consolidated financial statements of the University of British Columbia as at March 31, 2018 and for the year then ended are prepared, in all material respects, in accordance with the financial reporting provisions of Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia.

*Emphasis of Matter*

Without modifying our opinion, we draw attention to note 2 to the consolidated financial statements which describes the basis of accounting and the significant differences between such basis of accounting and Canadian public sector accounting standards.



A handwritten signature in black ink that reads "KPMG LLP". The signature is written in a cursive, stylized font. Below the signature is a single horizontal line.

Chartered Professional Accountants

Vancouver, Canada  
June 14, 2018

**CONSOLIDATED STATEMENT OF FINANCIAL POSITION****AS AT MARCH 31**

(in thousands of dollars)

		<b>March 31 2018</b>	<b>March 31 2017</b>
<b>Financial Assets</b>			
Cash and cash equivalents	(Note 3)	\$ 231,171	\$ 86,973
Accounts receivable		166,616	224,338
Inventories for resale		6,073	6,020
Investments	(Note 4)		
Operating		525,191	511,708
Endowment (expendable balance)		779,374	622,219
Investments in government business enterprises	(Note 5)	26,362	46,318
		<u>1,734,787</u>	<u>1,497,576</u>
<b>Liabilities</b>			
Accounts payable and accrued liabilities	(Note 7)	297,283	291,276
Employee future benefits	(Note 8b)	8,987	12,094
Deferred contributions	(Note 9)	1,115,806	966,280
Deferred capital contributions	(Note 10)	1,510,738	1,464,720
Deferred land lease revenue	(Note 11)	758,277	690,484
Debt	(Note 12)	355,235	360,401
		<u>4,046,326</u>	<u>3,785,255</u>
<b>Net debt</b>		(2,311,539)	(2,287,679)
<b>Non-Financial Assets</b>			
Tangible capital assets	(Note 13)	3,375,734	3,249,088
Investments			
Endowment (original contribution)	(Note 4)	942,455	916,053
Inventories held for use		2,015	2,116
Prepaid expenses		22,230	5,623
		<u>4,342,434</u>	<u>4,172,880</u>
Accumulated surplus		\$ <u>2,030,895</u>	\$ <u>1,885,201</u>
Accumulated surplus is comprised of:			
Accumulated surplus		\$ 1,990,999	\$ 1,844,820
Accumulated remeasurement gains		39,896	40,381
		<u>\$ 2,030,895</u>	<u>\$ 1,885,201</u>
Contractual obligations and contingent liabilities	(Note 17)		
<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="text-align: center;"> <p><b>Approved on behalf of the Board of Governors:</b></p>  <p><b>Michael Korenberg</b> Chair, Board of Governors</p> </div> <div style="text-align: center;">  <p><b>Peter Smailes</b> Interim Vice-President Finance and Operations</p> </div> </div>			

(See accompanying notes to the consolidated financial statements)



**CONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS****YEAR ENDED MARCH 31**

(in thousands of dollars)

	<b>Budget</b> (Notes 2(p) and 20)	<b>2018</b>	<b>2017</b>
<b>Revenues</b>			
Government grants and contracts (Note 15)	\$ 1,083,728	\$ 1,077,096	\$ 1,058,952
Tuition and student fees	680,854	725,040	629,869
Sales and services	367,276	399,791	373,231
Non-government grants, contracts and donations	175,933	182,159	168,534
Investment income	82,239	81,825	69,280
Income from government business enterprises (Note 5)	2,382	13,763	11,032
Revenue recognized from deferred capital contributions (Note 10)	85,074	81,848	77,412
	<u>2,477,486</u>	<u>2,561,522</u>	<u>2,388,310</u>
<b>Expenses</b>			
Learning	1,226,714	1,200,857	1,144,661
Research	473,393	496,441	473,021
Facilities	301,207	283,343	261,312
Students	303,486	318,571	291,067
Community engagement	57,959	60,018	52,027
Administration	81,329	81,763	74,455
	<u>2,444,088</u>	<u>2,440,993</u>	<u>2,296,543</u>
<b>Annual surplus from operations</b>	33,398	120,529	91,767
<b>External endowment donations</b>	<u>30,000</u>	<u>25,650</u>	<u>29,382</u>
<b>Annual surplus</b>	63,398	146,179	121,149
<b>Accumulated surplus, beginning of year</b>	1,844,820	1,844,820	1,723,671
<b>Accumulated surplus, end of year</b>	<u>\$ 1,908,218</u>	<u>\$ 1,990,999</u>	<u>\$ 1,844,820</u>

(See accompanying notes to the consolidated financial statements)



**CONSOLIDATED STATEMENT OF CHANGES IN NET DEBT****YEAR ENDED MARCH 31**

(in thousands of dollars)

	<b>Budget</b> (Notes 2(p) and 20)	<b>2018</b>	<b>2017</b>
Annual surplus	\$ 63,398	\$ 146,179	\$ 121,149
Exclude items not affecting net debt:			
Endowment donations and transfers	(30,000)	(26,402)	(30,247)
	<u>33,398</u>	<u>119,777</u>	<u>90,902</u>
Acquisition of tangible capital assets	(376,000)	(324,366)	(334,000)
Amortization of tangible capital assets	202,000	197,720	185,146
	<u>(174,000)</u>	<u>(126,646)</u>	<u>(148,854)</u>
Acquisition of inventories held for use	-	(4,585)	(4,985)
Acquisition of prepaid expense	-	(21,508)	(7,187)
Consumption of inventories held for use	-	4,686	5,010
Use of prepaid expense	-	4,901	9,802
	<u>-</u>	<u>(16,506)</u>	<u>2,640</u>
	(140,602)	(23,375)	(55,312)
Net remeasurement gains (losses)	-	(757)	12,958
Self-supported subsidiary other comprehensive income	-	272	332
	<u>-</u>	<u>272</u>	<u>332</u>
<b>Increase in net debt</b>	(140,602)	(23,860)	(42,022)
<b>Net debt, beginning of year</b>	(2,287,679)	(2,287,679)	(2,245,657)
<b>Net debt, end of year</b>	\$ <u>(2,428,281)</u>	\$ <u>(2,311,539)</u>	\$ <u>(2,287,679)</u>

(See accompanying notes to the consolidated financial statements)

**CONSOLIDATED STATEMENT OF CASH FLOWS****YEAR ENDED MARCH 31**

(in thousands of dollars)

	<u>2018</u>	<u>2017</u>
<b>Cash provided from operating activities</b>		
Annual surplus	\$ 146,179	\$ 121,149
Add non-cash items:		
Amortization of tangible capital assets	197,720	185,146
Amortization of deferred capital contributions	(81,848)	(77,412)
Amortization of deferred land lease revenue	(8,040)	(6,681)
Change in employee future benefits	(3,107)	134
	<u>250,904</u>	<u>222,336</u>
Change in non-cash operating working capital:		
Decrease (increase) in accounts receivable	57,722	(48,437)
Decrease in inventories	48	335
Decrease (increase) in prepaid expenses	(16,607)	2,615
Increase in accounts payable and accrued liabilities	6,007	11,760
	<u>298,074</u>	<u>188,609</u>
<b>Cash used in capital activities</b>		
Tangible capital asset acquisitions	<u>(324,366)</u>	<u>(334,000)</u>
<b>Cash used in investing activities</b>		
Decrease (increase) in investment in government business enterprises	19,956	(5,171)
Net acquisitions in investments	(180,287)	(213,291)
	<u>(160,331)</u>	<u>(218,462)</u>
<b>Cash provided from financing activities</b>		
Net increase in deferred contributions	133,724	105,837
Net decrease in long-term debt	(6,602)	(2,561)
Increase in deferred land lease revenue	75,833	117,587
Increase in deferred capital contributions	127,866	128,551
	<u>330,821</u>	<u>349,414</u>
Increase (decrease) in cash and cash equivalents	144,198	(14,439)
Cash and cash equivalents, beginning of year	86,973	101,412
<b>Cash and cash equivalents, end of year</b>	<u>\$ 231,171</u>	<u>\$ 86,973</u>
<b>Supplemental cash flow information</b>		
Cash paid for interest	<u>\$ 20,553</u>	<u>\$ 20,609</u>

(See accompanying notes to the consolidated financial statements)



**CONSOLIDATED STATEMENT OF REMEASUREMENT GAINS AND LOSSES****YEAR ENDED MARCH 31**

(in thousands of dollars)

	<u>2018</u>	<u>2017</u>
Accumulated remeasurement gains, beginning of year	\$ 40,381	\$ 27,091
Remeasurement (gains) losses realized and reclassified to the statement of operations from:		
Equity investments quoted in active market	(9,977)	(4,746)
Other investments designated at fair value	1,270	(2,191)
Unrealized gains (losses) generated during the year from:		
Equity investments quoted in active market	5,881	20,370
Other investments designated at fair value	2,069	(475)
Other comprehensive income from government business enterprises	<u>272</u>	<u>332</u>
<b>Net remeasurement gains (losses) for the year</b>	(485)	13,290
<b>Accumulated remeasurement gains, end of year</b>	<u>\$ 39,896</u>	<u>\$ 40,381</u>

(See accompanying notes to the consolidated financial statements)





**CONSOLIDATED FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2018**

(all tabular amounts are in thousands of dollars)

**Notes to the Consolidated Financial Statements****1 Authority and Purpose**

The University of British Columbia (UBC or the University) operates under the authority of the *University Act* of British Columbia. UBC is a comprehensive research university offering a full range of undergraduate, graduate and continuing studies programs. The academic governance of the University is vested in the Senate. As a not-for-profit entity, UBC is governed by a Board of Governors, the majority of whom are appointed by the provincial government of British Columbia. UBC is also a registered charity and is therefore exempt from income taxes under section 149 of the *Income Tax Act*.

**2 Significant Accounting Policies**

The consolidated financial statements of the University are prepared by management in accordance with the basis of accounting described below. Significant accounting policies of UBC are as follows:

**(a) Basis of Accounting**

The consolidated financial statements have been prepared in accordance with Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia supplemented by Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board.

The Budget Transparency and Accountability Act requires that the consolidated financial statements be prepared in accordance with the set of standards and guidelines that comprise generally accepted accounting principles for senior governments in Canada, or if the Treasury Board makes a regulation, the set of standards and guidelines that comprise generally accepted accounting principles for senior governments in Canada as modified by the alternate standard or guideline or part thereof adopted in the regulation.

Regulation 257/2010 requires all tax-payer supported organizations in the Schools, Universities, Colleges and Hospitals sectors to adopt Canadian Public Sector Accounting Standards (PSAS), as issued by the Public Sector Accounting Board (PSAB), without any PS4200 elections effective their first fiscal year commencing after January 1, 2012.

Regulation 198/2011 requires that restricted contributions received or receivable are to be reported as revenue depending on the nature of the restrictions on the use of the funds by the contributors as follows:

- (i) Contributions for the purpose of acquiring or developing a depreciable tangible capital asset or contributions in the form of a depreciable tangible capital asset are recorded and, referred to as deferred capital contributions and recognized in revenue at the same rate that amortization of the related tangible capital asset is recorded. The reduction of the deferred capital contributions and the recognition of the revenue are accounted for in the fiscal period during which the tangible capital asset is used to provide services.
- (ii) Contributions restricted for specific purposes other than those for the acquisition or development of a depreciable tangible capital asset are recorded as deferred contributions and recognized in revenue in the year in which the stipulation or restriction on the contributions have been met.

For British Columbia tax-payer supported organizations, these contributions include government transfers and externally restricted contributions.



**CONSOLIDATED FINANCIAL STATEMENTS**  
**YEAR ENDED MARCH 31, 2018**  
(all tabular amounts are in thousands of dollars)

**2 Significant Accounting Policies (continued)**

(a) Basis of Accounting (continued)

The accounting policy requirements under Regulation 198/2011 are significantly different from the requirements of PSAS which require that:

- government transfers, which do not contain a stipulation that creates a liability, be recognized as revenue by the recipient when approved by the transferor and the eligibility criteria have been met in accordance with PS3410; and
- externally restricted contributions be recognized as revenue in the period in which the resources are used for the purpose or purposes specified in accordance with PS3100.

As a result, revenue recognized in the Statement of Operations and Accumulated Surplus and certain related deferred capital contributions would be recorded differently under PSAS.

(b) Basis of Presentation

The University reports its operations on a consolidated basis, which includes activities from various funds within the University and external entities.

(c) Basis of Consolidation

(i) Consolidated Entities

The consolidated financial statements reflect the assets, liabilities, revenues, and expenses of organizations which are controlled by UBC. Controlled organizations are consolidated except for government business enterprises which are accounted for by the modified equity method. Inter-organizational transactions, balances, and activities have been eliminated on consolidation.

The following not-for-profit organizations whose activities are intended to benefit UBC are 100% controlled by the University and are consolidated in these financial statements:

- UBC Foundation, a not-for-profit foundation formed to develop public awareness and encourage financial support of the University.
- American Foundation for UBC, an American charitable foundation that encourages financial support of the University.
- Hong Kong Foundation for UBC, a not-for-profit organization incorporated in Hong Kong that promotes and advances all matters concerning education.
- UK Foundation for the University of British Columbia, an official charitable organization in the United Kingdom that promotes and advances all matters concerning education.
- UBC Society for the Education of Young Children, a not-for-profit organization that maintains and operates an educational program for young children.
- UBC Asia Pacific Regional Office Limited, a Hong-Kong based association formed to promote and advance the academic and research interests of the University and its partners in the Asia Pacific region.
- entrepreneurship@UBC Management Inc., a not-for-profit organization that allows UBC to make seed investments in promising student ventures.



**CONSOLIDATED FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2018**

(all tabular amounts are in thousands of dollars)

**2 Significant Accounting Policies (continued)****(c) Basis of Consolidation (continued)****(i) Consolidated Entities (continued)**

The following for-profit entities are controlled by the University and are consolidated in these financial statements:

- UBC Investment Management Trust, whose primary purpose is to manage the investment assets of the University's endowment fund and the staff pension plan. The University has a 100% interest in the trust.
- UBC Research Enterprises Inc., which promotes the creation, testing, development, production and commercialization of intellectual property owned by the University. The entity was dissolved by way of voluntary dissolution under the B.C. Business Corporations Act on December 4, 2017. The University held a 100% interest in the company prior to its dissolution.
- Paragon Testing Enterprises Inc., an English language testing organization that administers English language proficiency tests and develops products and programs to help test takers. The University has an 83% interest in the company.

**(ii) Investment in Government Business Enterprises**

Government business enterprises are accounted for by the modified equity method. Under this method, the University's investment in the business enterprise and its net income and other changes in equity are recorded. No adjustment is made to conform the accounting policies of the government business enterprise to those of UBC other than if other comprehensive income exists, which is accounted for as an adjustment to accumulated surplus (deficit) of the University. Inter-organizational transactions and balances have not been eliminated, except for any profit or loss on transactions between entities of assets that remain within the entities controlled by UBC.

The following organizations are government business enterprises and are accounted for by the modified equity method:

- UBC Properties Investments Ltd. ("UBCPIL")

UBCPIL is incorporated pursuant to the B.C. Business Corporations Act, and is a wholly-owned subsidiary of UBC. UBCPIL is the sole trustee of UBC Properties Trust, which was established to carry out real estate development activities on behalf of the University.

- Great Northern Way Campus Trust

The University has a 25% (2017 - 25%) interest in the Great Northern Way Campus Trust (the Trust). The Trust was formed on September 15, 2002 to include the lands and premises comprising the Great Northern Way Campus for the equal benefit of the University, Simon Fraser University, British Columbia Institute of Technology and the Emily Carr Institute of Art and Design.



**CONSOLIDATED FINANCIAL STATEMENTS**  
**YEAR ENDED MARCH 31, 2018**

(all tabular amounts are in thousands of dollars)

**2 Significant Accounting Policies (continued)**

(c) Basis of Consolidation (continued)

(iii) Investment in Government Partnerships

Government partnerships that are business partnerships are accounted for by the modified equity method. Accounting policies of the business partnership are not conformed to those of the partners before the equity pick-up. The University is not party to any government business partnerships.

Government partnerships that are not business partnerships are accounted for under the proportionate consolidation method. The University accounts for its share of the partnership on a line by line basis in the financial statements and eliminates any inter-organizational transactions and balances. Accounting policies of a partnership that is not a business partnership are conformed to those of UBC before it is proportionately consolidated.

The consolidated financial statements include the accounts of the following non-business government partnerships:

- Tri-Universities Meson Facility (TRIUMF)

The University has a 7.69% (2017 – 8.33%) interest in TRIUMF. TRIUMF is a joint venture amongst the University and twelve other universities (2017 – eleven), which was established to operate a facility for research in sub-atomic physics. TRIUMF operates on the UBC campus and elsewhere.

- Western Canadian Universities Marine Sciences Society (WCUMSS)

The University has a 20% (2017 – 20%) interest in WCUMSS. The University is one of five university members of WCUMSS, which is formed to provide a permanent base for marine and coastal-oriented field operations in Bamfield, B.C. WCUMSS mandates to provide research infrastructure for scientists, offer senior undergraduate and graduate courses and programs, and provide training opportunities for students, First Nations and other public groups.

- CDRD Ventures Inc. (CVI, formerly DDI Drug Development Inc.)

The University has a 33% (2017 – 33%) interest in CVI and is one of three shareholders. CVI is the commercialization partner of the Centre for Drug Research and Development, which provides financial, managerial and development support to turn promising technologies into companies and to help existing companies grow.

(iv) Trusts Under Administration

Trusts administered by UBC as directed by agreement or statute for certain beneficiaries are not included in the University's consolidated financial statements.

(d) Cash and Cash Equivalents

Cash and cash equivalents include highly liquid investments with a term to maturity of three months or less at the date of purchase.



**CONSOLIDATED FINANCIAL STATEMENTS**  
**YEAR ENDED MARCH 31, 2018**  
(all tabular amounts are in thousands of dollars)

**2 Significant Accounting Policies (continued)**

(e) Revenue Recognition

(i) Restricted Revenue

The University follows the deferral method of accounting for contributions. Some contributions, such as grants and donations for research or capital purposes, are restricted in use by the external contributor. Externally restricted contributions are recognized as revenue when the restrictions imposed by the contributors on the use of the monies are satisfied as follows:

- Non-capital contributions for specific purposes are recorded as deferred contributions and recognized as revenue in the year in which the stipulation or restriction on the contribution has been met. Unspent capital contributions are initially recorded as deferred contributions and transferred to and recorded as deferred capital contributions when the amounts have been spent on tangible capital assets and are recognized into revenue as noted below.
- Contributions spent in acquiring or developing a depreciable tangible capital asset or received in the form of a depreciable tangible capital asset, in each case for use in providing services, are recorded and referred to as deferred capital contributions and recognized in revenue at the same rate that amortization of the tangible capital asset is recorded. The reduction of the deferred capital contributions and the recognition of the revenue are accounted for in the fiscal period during which the tangible capital asset is used to provide services. Where the tangible capital asset involved has an unlimited life, the contribution is recorded in the Consolidated Statement of Operations and Accumulated Surplus.

Some restricted contributions must be retained in perpetuity, allowing only the investment income earned thereon to be spent, and are recorded as external endowment donations in the Consolidated Statement of Operations and Accumulated Surplus for the portion to be held in perpetuity and as deferred contributions for the investment income earned thereon.

(ii) Unrestricted Revenue

Unrestricted contributions are recorded as revenue when received or receivable if the amounts can be estimated and collection is reasonably assured. Government grants not restricted as to their use are recognized as revenue when received or receivable. Other unrestricted revenue, including tuition fees and sales of services and products, are reported as revenue at the time the services are provided or the products are delivered. Tuition fees received in advance of courses being delivered are deferred and recognized when the courses are delivered.

(iii) Deferred Land Lease Revenue

The University leases certain properties to third parties for a period of 99 years. Cash received from land leases is deferred and recognized as revenue over the term of the lease.

(iv) Investment Income

Investment income includes interest recorded on an accrual basis and dividends recorded as declared, realized gains or losses on the sale of investments, write-downs on investments where the loss in value is determined to be other than temporary, and fair value adjustment of investments. Investment transactions are recorded on a trade date basis. Transaction costs are expensed as incurred. To the extent that investment income relates to externally restricted endowments, income is recorded in the year in which the related expenses are incurred.

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(all tabular amounts are in thousands of dollars)

**2 Significant Accounting Policies (continued)****(f) Financial Instruments***Classification, Disclosure and Presentation*

Financial instruments are classified into two categories: fair value or cost.

Fair value category: Portfolio investments that are quoted in an active market, private equity investments, and sinking fund investments are all reflected at fair value as at the reporting date. Sales and purchases of investments are recorded on the trade date. Transaction costs related to the acquisition of investments are recorded as an expense. Unrealized gains and losses on financial assets, except those that are related to restricted endowments, are recognized in the Consolidated Statement of Remeasurement Gains and Losses until such time that the financial asset is derecognized due to disposal or impairment. At the time of de-recognition, the related realized gains and losses are recognized in the Consolidated Statement of Operations and Accumulated Surplus and related balances reversed from the Consolidated Statement of Remeasurement Gains and Losses. Unrealized gains and losses on financial assets related to restricted endowments are included in deferred contributions.

Cost category: Gains and losses are recognized in the Consolidated Statement of Operations and Accumulated Surplus when the financial asset is derecognized due to disposal or impairment. Sales and purchases of investments are recorded on the trade date. Transaction costs related to the acquisition of investments are included in the cost of the related investments. Debt is measured at amortized cost.

**(g) Short-term Investments**

Short-term investments are defined to include highly liquid securities with terms to maturity of one year or less. Short-term investments are cashable on demand and are recorded at fair value.

**(h) Inventories for Resale**

Inventories held for resale, including books, food services, and gift shop items, are recorded at the lower of cost or net realizable value. Cost is determined using the weighted average basis. Cost includes invoice cost and other costs incurred in bringing the inventories to their present location and condition. Net realizable value is the estimated selling price less the estimated costs necessary to make the sale. Inventories are written down to net realizable value when the cost of inventories is estimated not to be recoverable. When circumstances that previously caused inventories to be written down below cost no longer exist, the amount of write-down previously recorded is reversed.

**(i) Non-financial Assets**

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

**(i) Tangible Capital Assets**

Tangible capital asset acquisitions are recorded at cost, which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. Interest is not capitalized whenever external debt is issued to finance the construction of tangible capital assets. Donated assets are recorded at fair value at the date of donation. In unusual circumstances where fair value cannot be reasonably determined, the tangible capital asset would not be recognized. Transfers of capital assets from related parties are recorded at carrying value.



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**2 Significant Accounting Policies (continued)**

(i) Non-financial Assets (continued)

(i) Tangible Capital Assets (continued)

Capital assets are amortized on a straight-line basis over their estimated useful life as shown below. Land is not amortized as it is deemed to have a permanent value.

Site improvements	15-80 years
Buildings	10-50 years
Building renovations	5-40 years
Furnishings, equipment and systems	3-10 years
Library books	10 years

Assets under construction are not amortized until the asset is available for productive use.

Tangible capital assets are written down when conditions indicate that they no longer contribute to UBC's ability to provide goods and services, or when the value of future economic benefits associated with the tangible capital assets are less than their net book value.

(ii) Leased Tangible Capital Assets

Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

(iii) Unrecognized Assets

Major categories of unrecognized assets include works of art and historical collections, mineral resources, and licenses.

These assets cannot be reasonably measured for various reasons, including being priceless or irreplaceable, not intended for sale, intended for exhibition purposes, restricted for research and academic purposes, or an estimate of future benefits associated with the assets cannot be made due to their extraordinary nature.

(iv) Inventories Held for Use

Inventories held for use are recorded at the lower of cost and replacement cost.

Cost includes the original purchase cost, plus shipping and applicable duties. Replacement cost is the estimated current price to replace the items.

(j) Employee Future Benefits

(i) Pension Plans

The University has two pension plans and a supplemental arrangement plan providing pension and other benefits to its employees. The assets and liabilities of these plans are not included in the University's consolidated financial statements.



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**2 Significant Accounting Policies (continued)**

(j) Employee Future Benefits (continued)

(i) Pension Plans (continued)

Faculty Pension Plan

The Faculty Pension Plan is a defined contribution plan providing benefits on a money purchase basis. The cost of pension benefits includes the current service cost based on 10.00% of salary (2017 – 10.00%), less a fixed offsetting amount relating to Canada Pension Plan contributory earnings. The University expenses contributions to this plan in the year the contributions are related to.

Staff Pension Plan

The Staff Pension Plan is a target benefit plan and provides benefits based on 1.80% (2017 – 1.80%) of the average best three years' basic salary multiplied by the number of years of contributory service. The University's contribution for the Staff Pension Plan is 9.13% of salary (2017 – 10.00%), less a fixed offsetting amount relating to Canada Pension Plan contributory earnings. In the event of funding deficiencies, the University's contributions remain fixed and benefits for members may be reduced. Accordingly, the University accounts for this as a defined contribution plan and expenses contributions to this plan in the year of the related contributions. Benefits security for employees is improved by the plan maintaining a contingency reserve. The contingency reserve ceiling recommended by the plan's actuary and approved by the pension board and Canada Revenue Agency is 40% of liabilities.

Supplemental Arrangement

The Supplemental Arrangement has been established for those Faculty Pension Plan members whose aggregate annual pension contributions exceed the contribution limit allowed under the Income Tax Act for registered plans. Excess University contributions are deposited into notional accounts established for each member in the Supplemental Arrangement account. No payments are made out of the Supplemental Arrangement account before the earliest of the member's termination, retirement or death.

(ii) Income Replacement Plan / Disability Benefit Plan

The income replacement plan for faculty and disability benefit plan for all other employees provide income for disabled employees. The plans commence after a qualifying period of four months for CUPE 2950 employees and six months for all other employees. When an employee is in receipt of income replacement or disability benefits, the University continues to pay the costs of certain member benefits. The costs of the plans are employee funded. The University is not required to contribute to the plans nor is it responsible for any deficit that the plans may incur.

(iii) Sick Leave Benefits

Sick leave benefits are available to UBC's employees. Employees are entitled to sick leave in accordance with the terms and conditions of their employment contracts. The costs of those benefits which vest or accumulate are actuarially determined based on service and estimates of retirement ages and expected future salary or wage increases. The obligation is accrued based on projected benefits as the employees render services necessary to earn the future benefits. Actuarial gains and losses are amortized over the expected average remaining service life of the employees. Actuarial gains and losses from event-driven benefits that do not vest or accumulate are recognized immediately.



**CONSOLIDATED FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2018**

(all tabular amounts are in thousands of dollars)

**2 Significant Accounting Policies (continued)****(k) Liability for Contaminated Sites**

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. Liabilities are recorded net of any expected recoveries. A liability for remediation of contaminated sites is recognized when all the following criteria are met:

- (i) an environmental standard exists;
- (ii) contamination exceeds the environmental standard;
- (iii) the University is directly responsible or accepts responsibility;
- (iv) it is expected that future economic benefits will be given up; and
- (v) a reasonable estimate of the amount can be made.

**(l) Use of Estimates**

The preparation of these consolidated financial statements in accordance with PSAS requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, disclosures of contingent assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenses during the reporting period. Significant areas requiring the use of management estimates and assumptions relate to the determination of useful lives of tangible capital assets for amortization and the amortization of related deferred capital contributions, valuation of financial instruments, the present value of employee future benefits and commitments, and provisions for contingencies. Where actual results differ from these estimates and assumptions, the impact will be recorded in future periods when the difference becomes known.

**(m) Debt Issue Costs**

The underwriting discount along with consulting fees relating to the debenture issuances are capitalized and amortized to match the term of the long-term debenture. Amortization is calculated based on the effective interest rate method.

**(n) Asset Retirement Obligations**

The University recognizes asset retirement obligations in the period in which it incurs a legal obligation associated with the retirement of a tangible long-lived asset including leased premises resulting from the acquisition, construction, development, and/or normal use of the asset. The fair value of the asset retirement cost is capitalized as part of the carrying value of the related long-lived asset and is depreciated over the life of the asset. The liability may be changed to reflect the passage of time and changes in the fair value assessment of the retirement obligation.



**CONSOLIDATED FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2018**

(all tabular amounts are in thousands of dollars)

**2 Significant Accounting Policies (continued)****(o) Functional Classification of Expenses**

Expenses in the Consolidated Statement of Operations and Accumulated Surplus have been classified based upon functional lines of service provided by the University. The outline of services provided by each function is as follows:

- (i) **Learning** - This function includes expenses related to all direct educational delivery within the institution and activities that directly support the academic functions of the institution. This includes credit and non-credit courses, diploma, certificate and degree programs; continuing education; curriculum and program development; libraries and galleries; on-line delivery; information technology; specific purpose funding; and endowment non-award funding. Costs associated with this function include contract expenses; Deans/Directors and/or Chairs; and instructional administration (general and financial), support staff and support costs directly related to these activities.
- (ii) **Research** - This function includes research activities specifically funded by contracts and/or grants from external organizations and undertaken within the institution to produce research outcomes. Costs associated with this function include such things as research administration, research accounting, support costs established to conduct all research projects, and research related amortization.
- (iii) **Facilities** - This function includes all capital asset related expenditures for the operation of the University. These include the operation and maintenance of physical plant and equipment for all institutional activities; utilities; facilities administration; custodial services; landscaping and grounds keeping; major repairs and renovations; security services; administration of infrastructure development; amortization expense (other than research related) and debt servicing costs related to the entire University.
- (iv) **Students** - This function includes activities that directly support the individual students or groups of students. These include student service administration; counseling; career services; social development and recreation; financial aid administration; scholarships and bursaries; and any other centralized general and financial administration and support costs related to these activities. It also includes ancillary operations that provide goods and services to the students, endowment award related funding and award funds that support students. Costs associated with this function include general and financial administration and support costs directly related to these activities.
- (v) **Community engagement** - This function includes activities that support the relationship between the University and the community. It includes campus planning; advancement and development office; alumni; public / government relations; community affairs, and any other centralized institution wide external affairs. Costs associated with this function include general, financial administration and support costs directly related to these activities.
- (vi) **Administration** - This function includes activities that support the institution as a whole, such as executive management; governance committees; the Board and Senate; corporate finance; human resources; purchasing; and any other centralized institution-wide general administrative activities.

**CONSOLIDATED FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2018**

(all tabular amounts are in thousands of dollars)

**2 Significant Accounting Policies (continued)****(p) Budget Figures**

The original budget was approved by the Board of Governors on April 13, 2017. The budget reflected in the Consolidated Statement of Operations and Accumulated Surplus was amended subsequent to approval by the Board of Governors to reflect the University's revised methodology for presenting the functional classification of expenses. Note 20 reconciles the approved budget to the budget information presented in these consolidated financial statements.

**3 Cash and Cash Equivalents**

	<b>March 31 2018</b>	<b>March 31 2017</b>
Cash	\$ 25,473	\$ 29,119
Cash equivalents	205,698	57,854
	<u>\$ 231,171</u>	<u>\$ 86,973</u>

The University has a seasonal revolving line of credit. During September 1 to May 31, the line of credit is CAD \$40 million, and during June 1 to August 31, the line of credit is increased to CAD \$60 million. This operating facility includes, as a sub-limit, a US dollar current account overdraft facility up to US \$5 million. As at March 31, 2018, the University had a CAD \$40 million revolving line of credit (March 31, 2017 - \$40 million) with a sub limit of US \$5 million line of credit (March 31, 2017 - \$5 million).

**4 Investments**

Investments include operating, endowment and sinking fund investments. Operating investments consist of research, capital, and other funds received and held in advance for future expenditures. Endowment investments consist of donations held in perpetuity and land lease revenues received by the University to benefit current and future generations. Sinking fund investments are managed by the provincial government and will be applied against repayment of provincial debentures on maturity (Note 12).

**(a) Analysis of Investments**

	<b>March 31 2018</b>	<b>March 31 2017</b>
Government and corporate bonds		
<u>Maturity</u>		
Less than 1 year	\$ -	\$ 51,045
1 - 5 years	534,814	461,650
Greater than 5 years	-	4,987
Various – pooled	230,190	199,272
	<u>765,004</u>	<u>716,954</u>
Short-term notes and treasury bills	27,403	15,803
Canadian equities	221,311	224,431
Canadian pooled funds	212,237	297,897
United States equities and pooled funds	180,358	148,933
Other international pooled funds	842,858	618,890
Other	24,809	49,743
	<u>\$ 2,273,980</u>	<u>\$ 2,072,651</u>



**CONSOLIDATED FINANCIAL STATEMENTS**  
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(all tabular amounts are in thousands of dollars)

**4 Investments (continued)**

(a) Analysis of Investments (continued)

These investments are presented in the consolidated financial statements as:

	<b>March 31 2018</b>	<b>March 31 2017</b>
Operating investments	\$ 525,191	\$ 511,708
Endowment (expendable balance)	779,374	622,219
Endowment (original contribution)	942,455	916,053
Sinking fund investments (Note 12)	26,960	22,671
	<b>\$ 2,273,980</b>	<b>\$ 2,072,651</b>

Other investments include cash and short-term investments related to endowments and real estate investments and promissory notes issued by unrelated parties.

(b) Endowment Investments

- (i) Endowment investments are reported as financial assets (expendable portion) and non-financial assets (externally restricted principal portion). The portion reported as non-financial assets comprise investments representing the original donation and amounts required to be reinvested to maintain the capital, which are externally restricted by donors and, therefore, cannot be spent and are not considered financial assets.

	<b>March 31, 2018</b>			<b>March 31, 2017</b>		
	<u>Principal</u>	<u>Expendable</u>	<u>Total</u>	<u>Principal</u>	<u>Expendable</u>	<u>Total</u>
Balance, beginning of year	\$ 916,053	\$ 622,219	\$ 1,538,272	\$ 885,806	\$ 576,199	\$ 1,462,005
Donations	25,650	-	25,650	29,382	-	29,382
Internal transfers	752	-	752	865	(2,085)	(1,220)
Transfers to/from cash	-	75,000	75,000	-	(90,000)	(90,000)
Investment income	-	155,953	155,953	-	197,882	197,882
Expenses	-	(73,798)	(73,798)	-	(59,777)	(59,777)
Balance, end of year	<b>\$ 942,455</b>	<b>\$ 779,374</b>	<b>\$ 1,721,829</b>	<b>\$ 916,053</b>	<b>\$ 622,219</b>	<b>\$ 1,538,272</b>

(ii) Endowments Held by Vancouver Foundation

Endowments with a fair value of \$25.7 million (March 31, 2017 – \$24.7 million) are held by the Vancouver Foundation in perpetuity for the benefit of the University and are not included in the University's consolidated financial statements. The capital of these endowment funds are held permanently by Vancouver Foundation and invested in accordance with the provisions of the Vancouver Foundations Act.

**CONSOLIDATED FINANCIAL STATEMENTS**  
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(all tabular amounts are in thousands of dollars)

**4 Investments (continued)**

## (b) Endowment Investments (continued)

## (ii) Endowments Held by Vancouver Foundation (continued)

Endowments with a fair value of \$28.2 million (March 31, 2017 – \$27.2 million) are held and managed by Vancouver Foundation and are included in the University's consolidated financial statements. The University has the discretion to direct Vancouver Foundation to transfer the whole or any part of the capital of these endowment funds to the University.

## (c) Fair Value of Financial Instruments

Fair value of a financial instrument is defined as the amount at which the instrument could be exchanged in a current transaction between willing parties. UBC uses the following methods and assumptions to estimate the fair value of each class of financial instruments for which the carrying amounts are included in the Consolidated Statement of Financial Position under the following captions:

- Cash and cash equivalents, accounts receivable and accounts payable and accrued liabilities – the carrying amounts approximate fair value because of the short-term maturity of these instruments.
- Operating investments
- Endowment investments

The financial instruments measured at fair value held within each investment are classified according to a hierarchy which includes three levels, reflecting the reliability of the inputs involved in the fair value determination. The different levels are defined as follows:

- Level 1: quoted prices (unadjusted) in active markets for identical assets or liabilities
- Level 2: inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly (i.e. as prices) or indirectly (i.e. derived from prices)
- Level 3: inputs for the asset or liability that are not based on observable market data (unobservable inputs)

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**4 Investments (continued)**

(c) Fair Value of Financial Instruments (continued)

The composition of investments recorded at fair value is as follows:

March 31, 2018	Total	Quoted prices in active markets for identical assets (Level 1)	Significant other observable inputs (Level 2)	Significant unobservable inputs (Level 3)
<b>Endowment investments:</b>				
Cash and short-term notes	\$ 37,260	\$ 37,260	\$ -	\$ -
Fixed income mutual funds	97,515	97,515	-	-
Canadian equities	321,384	321,384	-	-
Canadian equities mutual funds	73,564	73,564	-	-
United States equities mutual funds	97,193	97,193	-	-
International equities mutual funds	576,249	529,834	46,415	-
Real estate	135,940	-	-	135,940
Private equity	272,725	-	-	272,725
Hedge fund	80,223	-	-	80,223
Other	28,176	-	28,176	-
<b>Total endowment investments recorded at fair value</b>	<b>1,720,229</b>	<b>1,156,750</b>	<b>74,591</b>	<b>488,888</b>
<b>Operating investments:</b>				
Short-term investments	-	-	-	-
Fixed income				
Government	508,828	508,828	-	-
Mutual funds	1,000	-	-	1,000
Canadian equities	1,416	1,416	-	-
United States equities	-	-	-	-
Private equity	13,947	-	-	13,947
<b>Total operating investments recorded at fair value</b>	<b>525,191</b>	<b>510,244</b>	<b>-</b>	<b>14,947</b>
<b>Total</b>	<b>\$ 2,245,420</b>	<b>\$ 1,666,994</b>	<b>\$ 74,591</b>	<b>\$ 503,835</b>

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(all tabular amounts are in thousands of dollars)

**4 Investments (continued)**

## (c) Fair Value of Financial Instruments (continued)

March 31, 2017	Total	Quoted prices in active markets for identical assets (Level 1)	Significant other observable inputs (Level 2)	Significant unobservable inputs (Level 3)
<b>Endowment investments:</b>				
Cash and short-term notes	\$ 38,486	\$ 38,486	\$ -	\$ -
Fixed income mutual funds	95,915	95,915	-	-
Canadian equities	302,137	302,137	-	-
Canadian equities mutual funds	159,532	159,532	-	-
United States equities mutual funds	88,220	88,220	-	-
International equities mutual funds	407,462	334,614	72,848	-
Real estate	35,109	-	-	35,109
Private equity	382,649	-	-	382,649
Other	27,163	-	27,163	-
<b>Total endowment investments recorded at fair value</b>	<b>1,536,673</b>	<b>1,018,904</b>	<b>100,011</b>	<b>417,758</b>
<b>Operating investments:</b>				
Short-term investments	-	-	-	-
Fixed income				
Government	496,427	496,427	-	-
Mutual funds	1,007	-	-	1,007
Canadian equities	2,094	2,094	-	-
United States equities	-	-	-	-
Private equity	12,180	-	-	12,180
<b>Total operating investments recorded at fair value</b>	<b>511,708</b>	<b>498,521</b>	<b>-</b>	<b>13,187</b>
<b>Total</b>	<b>\$ 2,048,381</b>	<b>\$ 1,517,425</b>	<b>\$ 100,011</b>	<b>\$ 430,945</b>

The following table reconciles the changes in fair value of financial instruments classified as level 3 during the year.

	March 31 2018	March 31 2017
Balance, beginning of year	\$ 430,945	\$ 294,767
Unrealized gains	4,748	15,784
Purchases	121,096	157,865
Dispositions	(52,954)	(37,471)
Balance, end of year	<b>\$ 503,835</b>	<b>\$ 430,945</b>

**CONSOLIDATED FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2018**

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**5 Investments in Government Business Enterprises**

Two entities are accounted for in the University's consolidated financial statements using the modified equity method of accounting for government business enterprises (Note 2(c)(ii)).

Financial information in respect of these entities is disclosed below.

<b>Consolidated Statement of Financial Position:</b>	<b>UBC Properties Investments Ltd.</b>		<b>Great Northern Way Campus Trust</b>	
	<b>March 31 2018</b>	<b>March 31 2017</b>	<b>March 31 2018</b>	<b>March 31 2017</b>
Financial assets	\$ 86,103	\$ 73,076	\$ 49,387	\$ 78,841
Liabilities	504,280	423,909	32,251	13,857
Net assets (liabilities)	(418,177)	(350,833)	17,136	64,984
Non-financial assets	447,851	390,627	20,318	13,321
Accumulated surplus	\$ 29,674	\$ 39,794	\$ 37,454	\$ 78,305
Adjustment for Infrastructure Impact Charges (IIC's) and contributions	(12,676)	(13,052)	-	-
Adjusted accumulated surplus	\$ 16,998	\$ 26,742	\$ 37,454	\$ 78,305
UBC's proportionate share	\$ 16,998	\$ 26,742	\$ 9,364	\$ 19,576

**Consolidated Statement of Operations:**

Revenue	\$ 88,926	\$ 111,431	\$ 38,969	\$ 28,529
Expenses	8,380	8,258	23,306	14,620
Surplus for the year	80,546	103,173	15,663	13,909
Adjustment to defer land sales	(71,051)	(95,946)	-	-
Adjustment for IIC's	352	328	-	-
Adjusted accumulated surplus	\$ 9,847	\$ 7,555	\$ 15,663	\$ 13,909
UBC's proportionate share	\$ 9,847	\$ 7,555	\$ 3,916	\$ 3,477

(a) UBC Properties Investments Ltd. recognizes revenue from sales of 99-year leases in its income statement in the year that the transaction is completed. The University defers these revenues in the Consolidated Statement Financial Position and amortizes the balance to the Consolidated Statement of Operations and Accumulated Surplus over the duration of the lease (Note 11).

(b) During the year, the following significant related party transactions occurred:

UBC Properties Trust invoiced the University \$4 million (2017 – \$4.1 million) for project management fees.

UBC Properties Trust issued promissory notes in favour of the University amounting to \$2.6 million (March 31, 2017 - \$33.3 million). The University charged UBC Properties Trust interest in the amount of \$0.3 million (2017 – \$0.2 million).

The University collected \$1.1 million from UBC Properties Trust (2017 - \$18.4 million) for infrastructure impact charges. These charges have been eliminated in the consolidated financial statements.





**CONSOLIDATED FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2018**

(all tabular amounts are in thousands of dollars)

**5 Investments in Government Business Enterprises (continued)**

- (c) During the year, the University received a distribution from the Great Northern Way Campus Trust of \$8 million relating to the sale of one of the Trust's land lots.

**6 Investments in Government Partnerships**

UBC provides contributions to fund the operations of TRIUMF, WCUMSS, and CDRD Ventures Inc. Their financial results are proportionately consolidated with those of UBC based upon UBC's share of their total contributions.

The amounts included in these consolidated financial statements are as follows:

	<b>TRIUMF</b>		<b>WCUMSS</b>		<b>CDRD Ventures Inc.</b>	
<b>Consolidated Statement of Financial Position:</b>	<b>March 31 2018</b>	<b>March 31 2017</b>	<b>March 31 2018</b>	<b>March 31 2017</b>	<b>March 31 2018</b>	<b>March 31 2017</b>
Financial assets	\$ 49,175	\$ 47,734	\$ 1,098	\$ 2,101	\$ 16,456	\$ 16,022
Liabilities	49,930	45,690	1,847	3,696	8,146	7,747
Net assets (liabilities)	(755)	2,044	(749)	(1,595)	8,310	8,275
Non-financial assets	25,418	20,898	7,513	5,917	12	27
Accumulated surplus	\$ 24,663	\$ 22,942	\$ 6,764	\$ 4,322	\$ 8,322	\$ 8,302
UBC's proportionate share	\$ 1,897	\$ 1,911	\$ 1,353	\$ 864	\$ 2,774	\$ 2,740
<b>Consolidated Statement of Operations:</b>						
Revenue	\$ 77,086	\$ 72,453	\$ 6,505	\$ 3,564	\$ 844	\$ 15,046
Expenses	75,364	70,762	4,062	3,252	824	672
Surplus for the year	\$ 1,722	\$ 1,691	\$ 2,443	\$ 312	\$ 20	\$ 14,374
UBC's proportionate share	\$ 132	\$ 141	\$ 489	\$ 62	\$ 7	\$ 4,743

TRIUMF expenses all capital assets in its income statement as acquired; the University capitalizes the capital assets and amortizes them over the useful lives. TRIUMF recognizes revenue in the year it is received, whereas the University follows the deferral method of accounting for contributions.



**CONSOLIDATED FINANCIAL STATEMENTS**  
**YEAR ENDED MARCH 31, 2018**

(all tabular amounts are in thousands of dollars)

**7 Accounts Payable and Accrued Liabilities**

	<b>March 31 2018</b>	<b>March 31 2017</b>
Accounts payable and accrued liabilities	\$ 260,959	\$ 242,777
Salaries and benefits payable	18,584	35,286
Accrued vacation pay	8,109	7,638
Amounts payable to government organizations	9,631	5,575
	<u>\$ 297,283</u>	<u>\$ 291,276</u>

Included in accounts payable and accrued liabilities at March 31, 2018 is a balance of \$29.2 million owing to UBC Properties Investments Ltd. (March 31, 2017 - \$36.9 million).

**8 Employee Future Benefits**

(a) Contributions to Pension Plans

University contributions made to each of the pension plans were:

	<b>March 31 2018</b>	<b>March 31 2017</b>
Faculty Pension Plan	\$ 42,580	\$ 43,306
Staff Pension Plan	43,482	39,412
Supplemental Arrangement	4,571	4,147
	<u>\$ 90,633</u>	<u>\$ 86,865</u>

(b) Accumulated Sick Leave Benefit and Income Replacement Plan (IRP)/Disability Benefit Plan (DBP)

The accrued sick leave benefit and accrued IRP and DBP obligations as at March 31, 2018 are based on actuarial valuations prepared as of March 31, 2016 and 2018, respectively. The accrued benefit obligations are calculated as follows:

	<b>Sick leave</b>	<b>IRP and DBP</b>	<b>March 31 2018</b>	<b>March 31 2017</b>
Balance, beginning of year	\$ 2,361	\$ 9,733	\$ 12,094	\$ 11,960
Current service and interest cost	880	1,702	2,582	2,497
Benefits paid	(951)	(1,488)	(2,439)	(2,363)
Actuarial gain	-	(3,250)	(3,250)	-
Balance, end of year	<u>\$ 2,290</u>	<u>\$ 6,697</u>	<u>\$ 8,987</u>	<u>\$ 12,094</u>



**CONSOLIDATED FINANCIAL STATEMENTS**  
**YEAR ENDED MARCH 31, 2018**

(all tabular amounts are in thousands of dollars)

**8 Employee Future Benefits (continued)**

(b) Accumulated Sick Leave Benefit and IRP/DBP (continued)

Components of net benefit expense	<u>2018</u>	<u>2017</u>
Service cost	\$ 2,274	\$ 2,194
Interest cost	<u>308</u>	<u>303</u>
Net benefit expense	<u>\$ 2,582</u>	<u>\$ 2,497</u>

Actuarial assumptions used to determine the University's accrued sick leave benefit obligation are as follows:

	<u>March 31 2018</u>	<u>March 31 2017</u>
Discount rate	1.90%	1.90%
Expected wage and salary increases	2.00%	2.00%

Actuarial assumptions used to determine the University's accrued income replacement benefit obligation are as follows:

	<u>March 31 2018</u>	<u>March 31 2017</u>
Discount rate	3.50%	2.45%
Expected future inflation rate	2.00%	2.00%
Expected wage and salary increases	2.00%	3.00%

**CONSOLIDATED FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2018**

(all tabular amounts are in thousands of dollars)

**9 Deferred Contributions**

Deferred contributions represent unspent externally restricted grants, donations, contributions and endowment investment income.

	<b>March 31 2018</b>	<b>March 31 2017</b>
Research	\$ 333,348	\$ 286,921
Capital	25,781	39,488
Trust	136,472	103,757
Endowment	620,205	536,114
Balance, end of year	<u>\$ 1,115,806</u>	<u>\$ 966,280</u>

Changes in deferred contributions are as follows:

	<b>Research</b>	<b>Capital</b>	<b>March 31, 2018 Trust</b>	<b>Endowment</b>	<b>Total</b>
Balance, beginning of year	\$ 286,921	\$ 39,488	\$ 103,757	\$ 536,114	\$ 966,280
Grants, contributions, donations and endowment income	473,484	83,595	238,463	128,545	924,087
Transferred to deferred capital contributions (Note 10)	(31,580)	(96,286)	-	-	(127,866)
Recognized to revenue	(395,477)	(1,016)	(205,748)	(44,454)	(646,695)
Balance, end of year	<u>\$ 333,348</u>	<u>\$ 25,781</u>	<u>\$ 136,472</u>	<u>\$ 620,205</u>	<u>\$ 1,115,806</u>

	<b>Research</b>	<b>Capital</b>	<b>March 31, 2017 Trust</b>	<b>Endowment</b>	<b>Total</b>
Balance, beginning of year	\$ 262,155	\$ 32,333	\$ 109,312	\$ 414,113	\$ 817,913
Grants, contributions, donations and endowment income	451,545	98,647	181,745	160,285	892,222
Transferred to deferred capital contributions (Note 10)	(43,059)	(85,492)	-	-	(128,551)
Recognized to revenue	(383,720)	(6,000)	(187,300)	(38,284)	(615,304)
Balance, end of year	<u>\$ 286,921</u>	<u>\$ 39,488</u>	<u>\$ 103,757</u>	<u>\$ 536,114</u>	<u>\$ 966,280</u>



**CONSOLIDATED FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2018**

(all tabular amounts are in thousands of dollars)

**10 Deferred Capital Contributions**

Contributions that are restricted for capital and have been spent on capital are recorded as deferred capital contributions. Contributions that are restricted for capital but have not yet been spent are recorded as deferred contributions until such time that the amounts are spent on tangible capital assets. Amounts are recognized into revenue as the liability is extinguished over the useful life of the related tangible capital asset.

Changes in the deferred capital contributions balance are as follows:

	<b>March 31 2018</b>	<b>March 31 2017</b>
Balance, beginning of year	\$ 1,464,720	\$ 1,413,581
Grants, contributions and donations spent (Note 9)	127,866	128,551
Current year amortization	(81,848)	(77,412)
Balance, end of year	<u>\$ 1,510,738</u>	<u>\$ 1,464,720</u>

**11 Deferred Land Lease Revenue**

	<b>Balance at March 31 2017</b>	<b>Additions</b>	<b>Recognized to Revenue</b>	<b>Balance at March 31 2018</b>
Deferred land lease revenue, gross	\$ 732,241	\$ 75,833	\$ -	\$ 808,074
Accumulated amortization of deferred land lease revenue	(41,757)	-	(8,040)	(49,797)
Deferred land lease revenue, net	<u>\$ 690,484</u>	<u>\$ 75,833</u>	<u>\$ (8,040)</u>	<u>\$ 758,277</u>

	<b>Balance at March 31 2016</b>	<b>Additions</b>	<b>Recognized to Revenue</b>	<b>Balance at March 31 2017</b>
Deferred land lease revenue, gross	\$ 614,654	\$ 117,587	\$ -	\$ 732,241
Accumulated amortization of deferred land lease revenue	(35,076)	-	(6,681)	(41,757)
Deferred land lease revenue, net	<u>\$ 579,578</u>	<u>\$ 117,587</u>	<u>\$ (6,681)</u>	<u>\$ 690,484</u>

**CONSOLIDATED FINANCIAL STATEMENTS**  
**YEAR ENDED MARCH 31, 2018**

(all tabular amounts are in thousands of dollars)

**12 Debt**

Debt is measured at amortized cost as follows:

	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>March 31 2018</u>	<u>March 31 2017</u>
Series A Debentures Unsecured, to be repaid at maturity	2031	6.65%	\$ 126,710	\$ 126,662
Series B Debentures Unsecured, to be repaid at maturity	2035	4.82%	125,520	125,500
Canada Mortgage and Housing Corporation \$595.0 paid semi-annually	2018 to 2023	6.13% to 7.88%	3,111	4,043
Province of BC Unsecured Debentures, to be repaid at maturity	2037	4.70%	126,626	126,624
Royal Bank of Canada Demand Loans, \$9.6 paid monthly	2020	3.39%	228	243
			<u>382,195</u>	<u>383,072</u>
Less sinking fund investments (Note 4a)			(26,960)	(22,671)
Total			\$ <u>355,235</u>	\$ <u>360,401</u>

The principal portion of debt repayments over the next five years and thereafter are as follows:

2019	\$ 856
2020	648
2021	749
2022	596
2023	433
Thereafter	375,000
	<u>\$ 378,282</u>

Interest expense for the year on outstanding debt is \$20.9 million (2017 – \$20.9 million), which is recorded in the Consolidated Statement of Operations and Accumulated Surplus.

In addition to principal repayments, sinking fund payments are made into government invested funds, to be applied against repayment of provincial debentures on maturity. The market value of sinking fund investments as at March 31, 2018 is \$27.0 million (Note 4a) and is invested in government and corporate bonds. The University will make sinking fund payments over the next five years and thereafter as follows:

2019	\$ 2,006
2020	2,006
2021	2,006
2022	2,006
2023	2,006
Thereafter	30,086
	<u>\$ 40,116</u>

**CONSOLIDATED FINANCIAL STATEMENTS**  
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(all tabular amounts are in thousands of dollars)

**13 Tangible Capital Assets**

<b>Cost</b>	<b>Balance at March 31 2017</b>	<b>Net Additions (Transfers)</b>	<b>Disposals</b>	<b>Balance at March 31 2018</b>
Land	\$ 19,622	\$ 1,834	\$ -	\$ 21,456
Site improvements	230,941	13,017	295	243,663
Buildings and renovations	3,646,051	307,252	6,494	3,946,809
Assets under construction	196,683	(101,296)	-	95,387
Furnishings, equipment and systems	603,527	87,667	78,559	612,635
Library books	140,764	15,892	11,554	145,102
<b>Total</b>	<b>\$ 4,837,588</b>	<b>\$ 324,366</b>	<b>\$ 96,902</b>	<b>\$ 5,065,052</b>

<b>Accumulated Amortization</b>	<b>Balance at March 31 2017</b>	<b>Disposals</b>	<b>Amortization</b>	<b>Balance at March 31 2018</b>
Land	\$ -	\$ -	\$ -	\$ -
Site improvements	39,636	295	5,647	44,988
Buildings and renovations	1,164,084	6,494	95,119	1,252,709
Assets under construction	-	-	-	-
Furnishings, equipment and systems	319,674	78,559	82,662	323,777
Library books	65,106	11,554	14,292	67,844
<b>Total</b>	<b>\$ 1,588,500</b>	<b>\$ 96,902</b>	<b>\$ 197,720</b>	<b>\$ 1,689,318</b>

	<b>Net book value March 31 2018</b>
Land	\$ 21,456
Site improvements	198,675
Buildings and renovations	2,694,100
Assets under construction	95,387
Furnishings, equipment and systems	288,858
Library books	77,258
<b>Total</b>	<b>\$ 3,375,734</b>



**CONSOLIDATED FINANCIAL STATEMENTS**  
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(all tabular amounts are in thousands of dollars)

**13 Tangible Capital Assets (continued)**

<b>Cost</b>	<b>Balance at March 31 2016</b>	<b>Net Additions (Transfers)</b>	<b>Disposals</b>	<b>Balance at March 31 2017</b>
Land	\$ 19,622	\$ -	\$ -	\$ 19,622
Site improvements	219,269	11,941	269	230,941
Buildings and renovations	3,432,301	216,717	2,967	3,646,051
Assets under construction	183,210	13,473	-	196,683
Furnishings, equipment and systems	605,360	73,381	75,214	603,527
Library books	135,811	18,488	13,535	140,764
<b>Total</b>	<b>\$ 4,595,573</b>	<b>\$ 334,000</b>	<b>\$ 91,985</b>	<b>\$ 4,837,588</b>

<b>Accumulated Amortization</b>	<b>Balance at March 31 2016</b>	<b>Disposals</b>	<b>Amortization</b>	<b>Balance at March 31 2017</b>
Land	\$ -	\$ -	\$ -	\$ -
Site improvements	34,559	269	5,346	39,636
Buildings and renovations	1,082,005	2,967	85,046	1,164,084
Assets under construction	-	-	-	-
Furnishings, equipment and systems	313,963	75,214	80,925	319,674
Library books	64,812	13,535	13,829	65,106
<b>Total</b>	<b>\$ 1,495,339</b>	<b>\$ 91,985</b>	<b>\$ 185,146</b>	<b>\$ 1,588,500</b>

	<b>Net book value March 31 2017</b>
Land	\$ 19,622
Site improvements	191,305
Buildings and renovations	2,481,967
Assets under construction	196,683
Furnishings, equipment and systems	283,853
Library books	75,658
<b>Total</b>	<b>\$ 3,249,088</b>



**CONSOLIDATED FINANCIAL STATEMENTS  
YEAR ENDED MARCH 31, 2018**

(all tabular amounts are in thousands of dollars)

**13 Tangible Capital Assets (continued)****(a) Assets Under Construction**

As at March 31, 2018, assets under construction having a value of \$95.4 million (March 31, 2017 - \$196.7 million) have not been amortized. Amortization of these assets will commence when the assets are put into service.

**(b) Write-Down of Tangible Capital Assets**

Write-downs of tangible capital assets during the year were nil (2017 - nil).

**14 Financial Risk Management**

The University has exposure to the following risks from its use of financial instruments: interest rate risk, liquidity risk, credit risk and foreign exchange risk.

The Board of Governors ensures that the University has identified its major risks and ensures that management monitors and controls them.

**(a) Interest Rate Risk**

The University is exposed to interest rate risk on fixed income investments held; the risk arises from fluctuations in interest rates and the degree of volatility of these rates. The University is not at risk for changes in interest rates on its long-term debt obligations as all borrowings are at fixed rates of interest.

**(b) Liquidity Risk**

The University is exposed to liquidity risk which may arise from the possibility that the University is not able to meet its financial obligations as they become due, or can only do so at excessive costs. The University establishes budgets and cash flow projections to ensure it has the necessary funds, including access to a revolving line of credit to fulfill its obligations when due.

**(c) Credit Risk**

The University is exposed to credit risk if a counterparty to a financial instrument fails to meet its obligations. The University accounts for a specific bad debt provision when management considers that the expected recovery is less than the account receivable.

**(d) Foreign Exchange Risk**

The University is exposed to foreign exchange risk on investments held in foreign currencies and may use foreign currency swaps to mitigate this risk.

**CONSOLIDATED FINANCIAL STATEMENTS**  
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(all tabular amounts are in thousands of dollars)

**15 Government Grants and Contracts**

	<b>March 31 2018</b>	<b>March 31 2017</b>
Province of British Columbia		
Core Academic Funding	\$ 613,902	\$ 598,893
Post Graduate Medical Education Program	135,048	126,520
Other funding	35,830	55,457
Total Province of British Columbia	784,780	780,870
Government of Canada	273,439	254,293
Other governments	18,877	23,789
	<u>\$ 1,077,096</u>	<u>\$ 1,058,952</u>

During the year, the University received restricted and unrestricted funding from the Province of British Columbia in the amount of \$842 million (2017 - \$792.3 million). \$784.8 million has been recognized as revenue from funding received in the current year and prior years (2017 - \$780.9 million). Unspent funding represents restricted contributions and is deferred in the Consolidated Statement of Financial Position.

**16 Contractual Rights**

The University has entered into contracts or agreements in the normal course of operations that it expects will result in the realization of assets and revenues in future fiscal years. UBC is the recipient of research grants from various federal, provincial, and municipal funding agencies. These funding agreements do not abnormally impact the University's financial position and do not guarantee the University the right to future funding.

**17 Contractual Obligations and Contingent Liabilities**

Contractual obligations and contingent liabilities are as follows:

(a) Capital Projects

At March 31, 2018, outstanding commitments totalled \$20.2 million (March 31, 2017 - \$134.9 million) for capital projects. These commitments are payable in subsequent years, and are funded by provincial contributions, private donations and earnings from sales and services.

(b) Litigation

The University is involved from time to time in litigation, which arises in the normal course of operations. Liabilities on any litigation are recognized in the consolidated financial statements when the outcome becomes reasonably determinable. In management's judgement, there is no material negative exposure at this time from existing litigations.

(c) Derivative Financial Instruments

At March 31, 2018, the University had outstanding forward currency contracts with notional values of \$298.3 million (2017 - \$209.2 million) whose settlements extend to May 4, 2018. The unrealized loss at March 31, 2018 was \$2.5 million (2017 - loss of \$1.6 million) and has been reflected in the Statement of Remeasurement and in the fair value of investments.



**CONSOLIDATED FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2018**

(all tabular amounts are in thousands of dollars)

**17 Contractual Obligations and Contingent Liabilities (continued)****(d) Self Insurance**

Effective January 1, 2013, the University became a member of the University, College and Institute Protection Program (UCIPP), which is an actuarially valuated program of self-insurance for the Province of British Columbia that has been in place since 1987. It is one of several self-insurance programs operated within the Insurance and Risk Management Account (IRMA), which is a special account established under the Financial Administration Act, controlled by the Risk Management Branch of the Ministry of Finance. Annually, an independent actuarial firm reviews the claims history, funding levels and balances in the various programs making up IRMA to ensure that it is maintained at a level sufficient to pay both known claims and incurred, but not reported, losses.

**(e) Funding Commitments**

Under its endowment investment strategy, the University has outstanding commitments to fund infrastructure, private debt, private equity and real estate investments totalling approximately \$3.6 million (March 31, 2017 - \$18.9 million); \$54.6 million (March 31, 2017 - nil); \$137.7 million (March 31, 2017 - \$79.0 million); and \$48.5 million (March 31, 2017 - \$68.4 million), respectively. The University has no outstanding commitments to previous hedge fund investments (March 31, 2017 - nil).

**(f) Letter of Credit**

The University has a letter of credit facility of CAD \$26.3 million available as of March 31, 2018 (March 31, 2017 - \$1.3 million). This letter of credit is provided as security to BC Hydro for electrical infrastructure upgrade work to be completed by October 2020. The University does not expect to draw on the letter of credit as BC Hydro is expected to recover its costs via increased electrical billings.

**18 Related Party Transactions**

The University is related through common control to all Province of British Columbia ministries, agencies, school districts, health authorities, colleges, universities, and crown corporations. Transactions with these related parties, unless disclosed otherwise, are considered to be in the normal course of operations and are recorded at their exchange amounts, which is the amount of consideration established and agreed to between the University and the related parties.



**CONSOLIDATED FINANCIAL STATEMENTS****YEAR ENDED MARCH 31, 2018**

(all tabular amounts are in thousands of dollars)

**19 Expenses by Object**

The following is a summary of expenses by object:

	<b>March 31 2018</b>	<b>March 31 2017</b>
Salaries	\$ 1,267,799	\$ 1,203,356
Employee benefits	195,107	187,798
Supplies and sundries	240,110	229,555
Amortization	197,720	185,146
Cost of goods sold	45,570	38,120
Scholarships, fellowships and bursaries	130,935	115,514
Travel and field trips	55,028	51,847
Professional and consulting fees	113,862	100,346
Grants and reimbursements to other agencies	135,691	125,942
Utilities	38,317	37,939
Interest on long-term debt	20,854	20,980
	<u>\$ 2,440,993</u>	<u>\$ 2,296,543</u>

**20 Budget Figures**

A reconciliation of the budget approved by the Board and amounts disclosed in these statements is as follows:

	<b>2018 Approved Budget</b>	<b>Re-categorization of Budget</b>	<b>2018 Budget</b>
<b>Revenues</b>			
Government grants and contracts	\$ 1,083,728	\$ -	\$ 1,083,728
Tuition and student fees	680,854	-	680,854
Sales and services	367,276	-	367,276
Non-government grants, contracts and donations	175,933	-	175,933
Investment income	82,239	-	82,239
Income from government business enterprises	2,382	-	2,382
Revenue recognized from deferred capital contributions	85,074	-	85,074
	<u>2,477,486</u>	<u>-</u>	<u>2,477,486</u>
<b>Expenses</b>			
Learning	1,133,806	92,908	1,226,714
Research	432,254	41,139	473,393
Facilities	340,832	(39,625)	301,207
Students	360,672	(57,186)	303,486
Community engagement	57,323	636	57,959
Administration	119,201	(37,872)	81,329
	<u>2,444,088</u>	<u>-</u>	<u>2,444,088</u>
<b>Annual surplus from operations</b>	33,398	-	33,398
<b>External endowment donations</b>	30,000	-	30,000
<b>Annual surplus</b>	<u>\$ 63,398</u>	<u>\$ -</u>	<u>\$ 63,398</u>

**CONSOLIDATED FINANCIAL STATEMENTS  
YEAR ENDED MARCH 31, 2018**

(all tabular amounts are in thousands of dollars)

**21 Grants and Reimbursements to Other Agencies**

During the year, the University distributed research and other funds to agencies totalling \$135.7 million (2017 – \$125.9 million). These funds were distributed under agreements with granting agencies, whereby the University is the administrative head and a portion of the research is undertaken at other agencies.

Reimbursements of \$98.4 million (2017 - \$92.9 million) were made to BC health authorities for payments made on behalf of the University for the postgraduate medical education program.

**22 Comparative Information**

Certain comparative figures have been reclassified in order to provide presentational consistency with the current year.





5 April 2019

To: Senate

From: Senate Academic Policy Committee

Re: Faculty of Graduate and Post-Doctoral Studies Calendar Amendments

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As part of an ongoing effort to clarify language in their sections of the Calendar, and to take into account the advent of part-time doctoral programs, the Faculty of Graduate and Postdoctoral Studies has put forward the Academic Policy suggested amendments to three areas of their Academic Regulations sections of the Calendar.

Therefore, the Committee recommends the following:

**Motion:** *“That Senate approve the amended Calendar language put forward by the Faculty of Graduate Studies for the following policies as set out in the attached two column forms:*

- a) Duration of Program*
- b) Program of Study for Doctoral Students; and,*
- c) Part-time International Students.”*

Respectfully submitted,

Dr. Paul G. Harrison, Chair  
Senate Academic Policy Committee

**UBC Policy Proposal Form  
Change to Calendar**

<b>Faculty:</b> Faculty of Graduate and Postdoctoral Studies <b>Department:</b> N/A <b>Faculty Approval Date:</b> 27 March 2018 <b>Effective Session (W or S):</b> <b>Effective Academic Year:</b>	<b>Date:</b> 12 March 2019 <b>Contact Person:</b> Dr. Larry Walker (G+PS Senior Associate Dean) <b>Phone:</b> 604-827-5546 <b>Email:</b> lawrence.walker@ubc.ca
<p><a href="#">Homepage Faculties, Colleges, and Schools The Faculty of Graduate and Postdoctoral Studies Academic Regulations</a> Residency Requirements and Duration of Program</p> <p><b>Proposed Calendar Entry:</b></p> <p><i>Residency Requirements and Duration of Program</i></p> <p><b>Doctoral Students</b></p> <p>...</p> <p>If the degree is not awarded within a period of six years from initial registration <b>for a full-time student, and eight years from initial registration for a part-time student</b>, the student's eligibility for the degree will be terminated and the student will be required to withdraw from the program. Under exceptional circumstances, <b>an extension to allow a student to continue in the program</b> may be granted by the Dean of the Faculty of Graduate and Postdoctoral Studies.</p> <p>...</p> <p><b>Master's Students</b></p> <p>...</p> <p>If a degree is not awarded within a period of five years from initial registration, the student's eligibility for the degree will be terminated and the student will be required to withdraw from the program. Under exceptional circumstances, <b>an extension to allow a student to continue in the program</b> may be granted by the Dean of the Faculty of Graduate and Postdoctoral Studies. This</p>	<p><b>URL:</b></p> <p><a href="http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,204,342,616">http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,204,342,616</a></p> <p><a href="#">Homepage Faculties, Colleges, and Schools The Faculty of Graduate and Postdoctoral Studies Academic Regulations</a> Residency Requirements and Duration of Program</p> <p><b>Present Calendar Entry:</b></p> <p><i>Residency Requirements and Duration of Program</i></p> <p><b>Doctoral Students</b></p> <p>...</p> <p>If the degree is not awarded within a period of six years from initial registration, the student's eligibility for the degree will be terminated and the student will be required to withdraw from the program. Under exceptional circumstances, <b>extensions</b> may be granted by the Dean of the Faculty of Graduate and Postdoctoral Studies.</p> <p>...</p> <p><b>Master's Students</b></p> <p>...</p> <p>If a degree is not awarded within a period of five years from initial registration, the student's eligibility for the degree will be terminated and the student will be required to withdraw from the program. Under exceptional circumstances, <b>extensions</b> may be granted by the Dean of the Faculty of Graduate and Postdoctoral Studies. This restriction applies equally to full-time and part-time students.</p> <p>***</p>



<p>restriction applies equally to full-time and part-time students.</p> <p>***</p>	<p><b>Type of Action:</b> Change wording to achieve the following:</p> <ul style="list-style-type: none"><li>• Clarify meaning of “extension”</li><li>• Include accurate information for part-time and full-time doctoral students</li></ul> <p><b>Rationale for Proposed Change:</b></p> <ul style="list-style-type: none"><li>• An extension is needed for students to be allowed to continue in their program.</li><li>• Now that there are part-time doctoral programs, the correct maximum time needs to be included here.</li></ul>
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**UBC Policy Proposal Form  
Change to Calendar**

<b>Faculty:</b> Faculty of Graduate and Postdoctoral Studies <b>Department:</b> N/A <b>Faculty Approval Date:</b> 15 March 2019 <b>Effective Session (W or S):</b> <b>Effective Academic Year:</b>	<b>Date:</b> 15 March 2019 <b>Contact Person:</b> Dr. Larry Walker (Senior Associate Dean) <b>Phone:</b> 604-827-5546 <b>Email:</b> lawrence.walker@ubc.ca
<b>Proposed Calendar Entry:</b>  <b><i>Program of Study</i></b>  <b>Doctoral Students</b>  <b>Registration</b>  All doctoral students admitted to the Faculty of Graduate and Postdoctoral Studies must register when they begin their studies. Students must remain continuously registered until the degree is completed, except for periods of time for which the student is away on an approved leave of absence. Failure to register for two consecutive terms may result in the student being required to withdraw.  <b>Supervisory Committee</b>  <b>Refer to the section on <u>Faculty Membership in the Faculty of Graduate and Postdoctoral Studies</u> for the supervisory privileges of members of the Faculty and for the approval</b>	<b>URL:</b> <a href="http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,204,342,614">http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,204,342,614</a>  <a href="#">Homepage</a> <a href="#">Faculties, Colleges, and Schools</a> <a href="#">The Faculty of Graduate and Postdoctoral Studies Academic Regulations</a> Program of Study  <b>Present Calendar Entry:</b>  <b><i>Program of Study</i></b>  <b>Doctoral Students</b>  <b>Registration</b>  All doctoral students admitted to the Faculty of Graduate and Postdoctoral Studies must register when they begin their studies. Students must remain continuously registered until the degree is completed, except for periods of time for which the student is away on an approved leave of absence. Failure to register for two consecutive terms may result in the student being required to withdraw.  <b>Supervisory Committee</b>  Each doctoral student is supervised by a committee of not less than three faculty members, which may include faculty members from graduate programs other than the student's home graduate program. With the

**procedures for supervision of graduate students by other faculty.**

Each doctoral student is supervised by a committee of not less than three faculty members, which may include faculty members from graduate programs other than the student's home graduate program. With the approval of the Dean of the Faculty of Graduate and Postdoctoral Studies, the committee may also include qualified persons who are not faculty members. The supervisory committee is responsible for guiding the student in planning research and preparing the thesis/doctoral dissertation.

In some graduate programs, the student is responsible for securing the chair of the supervisory committee; in others, the department graduate program will assign the chair. Students should consult with their graduate program advisor in this respect. Changes may be made to the student's committee with the approval of his or her home department graduate program. **The Faculty of Graduate and Postdoctoral Studies must be notified of any changes made post-candidacy and must approve the changed committee.** Students who are unable to secure a chair should ask either the graduate program advisor or the department head for assistance. In very exceptional circumstances, the head may ask the Dean of the Faculty of Graduate and Postdoctoral Studies to appoint a chair. In some instances and for a brief period of time only, a student may be assigned an interim committee until such time as a more permanent committee can be established.

**Program of Study**

Upon registration, the doctoral student will consult with his or her supervisor(s) to

approval of the Dean of the Faculty of Graduate and Postdoctoral Studies, the committee may also include qualified persons who are not faculty members. The supervisory committee is responsible for guiding the student in planning research and preparing the thesis/doctoral dissertation.

In some graduate programs, the student is responsible for securing the chair of the supervisory committee; in others, the department graduate program will assign the chair. Students should consult with their graduate program advisor in this respect. Changes may be made to the student's committee with the approval of his or her home department graduate program. Students who are unable to secure a chair should ask either the graduate program advisor or the department head for assistance. In very exceptional circumstances, the head may ask the Dean of the Faculty of Graduate and Postdoctoral Studies to appoint a chair. In some instances and for a brief period of time only, a student may be assigned an interim committee until such time as a more permanent committee can be established.

**Program of Study**

Upon registration, the doctoral student will consult with his or her supervisor(s) to develop a program of study, subject to the approval of the home program. The program of study will consist of seminars, directed readings, consultations and such formal courses as may be deemed essential for the fulfilment of the requirements for the degree. Some graduate programs require competence in languages other than English. The graduate



develop a program of study, subject to the approval of the home program. The program of study will consist of seminars, directed readings, consultations and such formal courses as may be deemed essential for the fulfilment of the requirements for the degree. Some graduate programs require competence in languages other than English. The graduate program in which the student intends to write the thesis/doctoral dissertation shall determine the number of such languages and a satisfactory level of competence. **All doctoral students must complete a comprehensive examination that is separate and distinct from the evaluation of the doctoral dissertation prospectus.** A major part of the doctoral student's work will consist of a thesis/doctoral dissertation embodying the results of original research.

Changes in the program of study may be required during the period of study. These changes must be reviewed and approved by the student's supervisory committee and the home graduate program.

**Note:** Courses listed in the Calendar may not all be offered annually. Students should apply to the department concerned for detailed information about course offerings in any given year.

### Transfer Credit

Doctoral students are not normally eligible for transfer credit. In doctoral programs where there is a prescribed amount of course work, students may be eligible for course exemptions on the basis of previous courses taken.

program in which the student intends to write the thesis/doctoral dissertation shall determine the number of such languages and a satisfactory level of competence. A major part of the doctoral student's work will consist of a thesis/doctoral dissertation embodying the results of original research.

Changes in the program of study may be required during the period of study. These changes must be reviewed and approved by the student's supervisory committee and the home graduate program.

**Note:** Courses listed in the Calendar may not all be offered annually. Students should apply to the department concerned for detailed information about course offerings in any given year.

### Transfer Credit

Doctoral students are not normally eligible for transfer credit. In doctoral programs where there is a prescribed amount of course work, students may be eligible for course exemptions on the basis of previous courses taken.

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#### Type of Action:

1. Clarify that G+PS must be notified of any post-candidacy changes to supervisory committees and must approve the revised committee.
2. Add requirement for a comprehensive exam using wording from this Calendar page:



	<p><a href="http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,204,342,617">http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,204,342,617</a></p> <p><b>Rationale for Proposed Change:</b></p> <p>1. This is an existing procedure based on the Senate policy “Faculty Membership in the Faculty of Graduate and Postdoctoral Studies”. <a href="http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,204,350,773">http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,204,350,773</a></p> <p>2. The comprehensive exam is a major milestone in the program of study for a doctoral degree, and this should be made clear in this section on Program of Study.</p>
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**UBC Policy Proposal Form  
Change to Calendar**

<b>Faculty:</b> Faculty of Graduate and Postdoctoral Studies <b>Department:</b> N/A <b>Faculty Approval Date:</b> 15 March 2019 <b>Effective Session (W or S):</b> <b>Effective Academic Year:</b>	<b>Date:</b> 15 March 2019 <b>Contact Person:</b> Dr. Larry Walker (Senior Associate Dean) <b>Phone:</b> 604-827-5546 <b>Email:</b> lawrence.walker@ubc.ca
<p><b>Proposed Calendar Entry:</b></p> <p><b>Master's</b></p> <p>....</p> <p><b>Standard Master's Degree Programs</b></p> <p>Every student enrolled in a master's program is required to maintain continuous registration by paying tuition instalments according to Schedules A or B, plus authorized student fees. Failure to pay fees will result in a financial hold and an interest penalty.</p> <p>All graduate students are automatically assessed fees according to Schedule A.</p> <p><b>Canadian citizens and permanent residents</b> who are planning on taking a master's degree through part-time study (Schedule B) must obtain approval from their Graduate Program Advisor and the Faculty of Graduate and Postdoctoral Studies prior to the beginning of the term in which fees are first assessed. To do so, please complete the <a href="#">Application for Part-time Payment</a> form. This application is</p>	<p><b>URL:</b>  <a href="http://www.calendar.ubc.ca/vancouver/index.cfm?tree=14,266,773,1450">http://www.calendar.ubc.ca/vancouver/index.cfm?tree=14,266,773,1450</a></p> <p><a href="#">Homepage</a> <a href="#">Fees</a> <a href="#">Tuition Fees</a> <a href="#">Graduate Master's</a></p> <p><b>Present Calendar Entry:</b></p> <p><b>Master's</b></p> <p>....</p> <p><b>Standard Master's Degree Programs</b></p> <p>Every student enrolled in a master's program is required to maintain continuous registration by paying tuition instalments according to Schedules A or B, plus authorized student fees. Failure to pay fees will result in a financial hold and an interest penalty.</p> <p>All graduate students are automatically assessed fees according to Schedule A. <del>Students</del> who are planning on taking a master's degree through part-time study (Schedule B) must obtain approval from their Graduate Program Advisor and the Faculty of Graduate and Postdoctoral Studies prior to the beginning of the term in which fees are first assessed. To do so, please complete the <a href="#">Application for Part-time Payment</a> form. This application is also available from the Faculty of Graduate and Postdoctoral Studies.</p>



also available from the Faculty of Graduate and Postdoctoral Studies.

**Part-time study may not be permitted for international students with Study Permits. International students must contact [International Student Advising](#) to determine the current Study Permit regulations.**

Only students planning to take their degree through part-time study are permitted to select Schedule B. Students who select Schedule B are advised that, by virtue of their part-time status, they are ineligible to receive government loans, interest-free status, and University fellowships or scholarships. Students are not permitted to switch from Schedule B to Schedule A after the due date of the first instalment.

Students who have paid more than the minimum instalments for the degree will have their tuition fees prorated to the end of the month in which the Faculty of Graduate and Postdoctoral Studies confirms that all degree requirements have been completed. This includes the submission of either their major paper or final project to their department or their thesis to the Faculty of Graduate and Postdoctoral Studies' Office.

[table follows]

Only students planning to take their degree through part-time study are permitted to select Schedule B. Students who select Schedule B are advised that, by virtue of their part-time status, they are ineligible to receive government loans, interest-free status, and University fellowships or scholarships. Students are not permitted to switch from Schedule B to Schedule A after the due date of the first instalment.

Students who have paid more than the minimum instalments for the degree will have their tuition fees prorated to the end of the month in which the Faculty of Graduate and Postdoctoral Studies confirms that all degree requirements have been completed. This includes the submission of either their major paper or final project to their department or their thesis to the Faculty of Graduate and Postdoctoral Studies' Office.

[table follows]

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**Type of Action:**

Clarify that international students may not be eligible for part-time study.

**Rationale for Proposed Change:**

Regulations for Study Permits have been changing frequently and part-time study may have consequences for students on Study Permits. It is not currently clear whether or not part-time study for international students is expressly prohibited, although the form students complete when requesting a change to Schedule B specifies that it is for Canadian and Permanent Residents only.

17 April 2019

To: Senate

From: Senate Agenda Committee

Re: Referral to the Council of Senates on Inter-Campus Mobility and Cross-Campus Academic Collaboration

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At the last meeting of Senate, now-former Senator Malone<sup>1</sup> gave the following notice of motion under Rule 23(f) of the *Rules and Procedures of Senate*:

*That the Senate refer a discussion of inter-campus mobility and cross-campus academic collaboration to the Council of Senates, and authorize the Council to receive and discuss once-per-triennium reports on these topics.*

Under Rule 23(g) of the same, the Senate Agenda Committee has the following responsibility:

*If notice of motion to refer to the Council of Senates has been made under Section 23 (f), the Agenda Committee shall be responsible for considering and making a recommendation to the Senate by its next meeting on the disposition of the motion, except in such cases where notice of motion is given by a committee of Senate.*

The Agenda Committee thanks the former Senator for this notice of motion. After careful consideration, the Committee is of the opinion that such a motion would need proper background material and other information in order for Senate to debate its merits in an informed environment. Therefore, the Senate Agenda Committee would recommend that Senate resolve as follows:

*That the President be directed to arrange for a report to be presented to the September 2019 meeting of Senate on the current state of inter-campus mobility and cross-campus academic collaboration between the Vancouver and Okanagan campuses of the University; and*

*That the motion for which notice was given at the March 2019 meeting of Senate be placed on the agenda of the September 2019 meeting of Senate for consideration.*

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<sup>1</sup> The Agenda Committee would note that while Ms Malone is no longer a member of Senate, several other senators have indicated their willingness to put forward the motion for which she gave notice.

17 April 2019

From: Senate Awards Committee

To: Senate

Re: New Awards and Changes to Existing Awards

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The Senate Awards Committee recommends:

*“That Senate accept the awards as listed and forward them to the Board of Governors for approval, and that letters of thanks be sent to the donors.”*

## **NEW AWARDS – ENDOWED**

### **B. Ann Hilton Fellowship in Nursing**

A \$1,200 fellowship has been made available through an endowment established by B. Ann Hilton (B.S.N. 1968, M.S.N., Ph.D.) for outstanding graduate students in the School of Nursing. Dr. Hilton began her nursing career in Toronto, working in the nursing research unit at Sunnybrook Hospital. She became a faculty member at the University of Toronto. In 1974 she joined UBC as an Assistant Professor in the School of Nursing. Dr. Hilton was promoted to Associate Professor and Full Professor, and retired in 2005 as a Professor Emerita. Her research focused on how individuals and families cope with life-threatening and chronic illnesses. A major focus was on coping with uncertainty. She authored numerous peer-reviewed publications. Her research was supported by many provincial and national grants. She was well known for her expertise in program evaluation. Dr. Hilton was actively involved in several nursing organizations including the Canadian Association of Nurses in Oncology, the International Society of Nurses in Cancer Care and Sigma Theta Tau (The International Honor Society of Nurses). The fellowships are made on the recommendation of the School of Nursing, in consultation with the Faculty of Graduate and Postdoctoral Studies. (First award available for the 2019/2020 winter session).

### **Derek Norton Thunderbird Rugby Award**

One or more awards, which may range from a minimum value of \$500 each to the maximum allowable under athletic association regulations, have been made available through an endowment established by friends and business colleagues of Derek Norton, for outstanding current or incoming student-athletes that display exemplary leadership, strong character and dedication to the sport of rugby. This award was established in recognition of Derek Norton's contributions to the real estate financing sector and his strong support, commitment and passion



for rugby in Canada. The awards are made on the recommendation of the Head Coaches of the Men and Women's Rugby Teams, with review and approval by the Athletics' Awards Committee. (First Award Available in the 2019/2020 Winter Session.)

**Nicholas S. Sawchen Graduate Scholarship in Slavic Studies**

Scholarships totalling \$12,000 have been made available through an endowment established by an estate gift from Nicholas Stephen Sawchen for graduate students in the Faculty of Arts, who are pursuing research related to Slavic countries. The scholarships are made on the recommendation of the Faculty of Arts, in consultation with the Faculty of Graduate and Postdoctoral Studies. (First award available for the 2019/2020 winter session).

**Nicholas S. Sawchen Undergraduate Award in Slavic Studies**

Awards totalling \$2,600 have been made available through an endowment established by an estate gift from Nicholas Stephen Sawchen for undergraduate students in the Faculty of Arts who have excelled in a Slavic culture, language or literature course and are in good academic standing. The awards are made on the recommendation of the Department of Central, Eastern and Northern European Studies. (First award available for the 2019/2020 winter session)

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**NEW AWARDS – ANNUAL****Steve Alisharan Memorial Award**

A \$1,100 award is offered annually by friends, family and colleagues in memory of Steve Aliasharan (B.A. 1971, CPA) for Masters of Business Administration and Masters of Management students who have demonstrated leadership, community service and volunteerism. Steve taught at the UBC Sauder School of Business for over thirty years. He won several awards in recognition of his teaching, including the M.B.A. Teaching Excellence Award and the Arne Olsen Award for Career Teaching Excellence. Steve was integral to the development of the UBC M.B.A. Core program and the implementation of capstone projects in the M.B.A. and M.M. programs. This award was established in recognition of Steve's contributions to the UBC Sauder School of Business. The award is made on the recommendation of the UBC Sauder School of Business. (First award available for the 2019/2020 winter session).

**BC Centre on Substance Use Medical Undergraduate Award**

A \$1,000 award is offered annually by the BC Centre on Substance Use (BCCSU) to a first-year M.D. student with outstanding academic achievement and demonstrated community involvement. Preference will be given to students who have shown a commitment to addiction medicine and/or working with populations affected by substance use. The BCCSU is committed to supporting education, clinical experience, and research in addiction medicine. They value the importance of providing training opportunities for clinician-scientists in addiction medicine. The

award is made on the recommendation of the Faculty of Medicine. (First award available for the 2019/2020 winter session.)

**Bursary for Teachers – University Courses in French**

Bursaries of up to \$2,000 are offered annually to graduate students enrolled in the French Master of Education in Modern Languages in the Faculty of Education. Recipients must be currently employed by a BC School district or independent school (including Teachers on Call) and enrolled in courses taught in French. The bursaries are adjudicated by the Department of Language & Literacy Education, in consultation with Enrolment Services. (First award available for the 2019/2020 winter session).

*Administrative note: The Ministry of Education has provided UBC with funding for these bursaries. The naming of this bursary does not follow agreed naming conventions but is based on the contract provided by the Ministry of Education for ease of administration.*

**Butterfield Scholarship in Medicine**

Scholarships totalling \$6,900 are offered annually, through an endowment established by an estate gift from Hilda Dorothy May Butterfield and held at the University of Victoria, for outstanding M.D. students in the Island Medical Program at the University of British Columbia. The scholarship is made on the recommendation of the Faculty of Medicine. (First award available for the 2019/2020 winter session.)

**Edna Dharmaratne Award in Linguistics**

An award of \$1,000 is offered annually by alumni, faculty, students and staff of the Department of Linguistics in honour of Edna Dharmaratne for undergraduate and graduate students in the Department of Linguistics who have achieved good academic standing and demonstrated volunteerism. Financial need may be considered. Edna Dharmaratne served as the Administrator of the Department of Linguistics from 1997 to 2017. She was the face and cornerstone of the Department, and is admired for strength of character and generosity. This award was established in recognition of Edna's legacy of compassion, competence and integrity. The award is made on the recommendation of the Department of Linguistics, and in the case of a graduate student, in consultation with the Faculty of Graduate and Postdoctoral Studies. (First award available for the 2019/2020 winter session).

**Dr. Marion Porath Memorial Award in Voice and Opera**

Awards totalling \$3,000 are offered annually by Merv Porath in memory of his wife Dr. Marion Porath (B.Ed. 1974, M.A. 1984, Ph.D.) to two or more outstanding undergraduate or graduate students studying within the Voice and Opera division at the School of Music. Financial need may be considered. Professor Emerita Porath taught at UBC for 25 years and was an award-winning teacher, scholar, and researcher. Dr. Porath received her Bachelor of Education and

Master of Arts degrees at UBC and earned her Ph.D. from the University of Toronto in 1988. Dr. Porath's arts-based research led to her work with the UBC Opera and young opera singers. The award is made on the recommendation of the Voice and Opera division in the School of Music and, in the case of graduate students, in consultation with the Faculty of Graduate and Postdoctoral Studies. (First award available in the 2019/2020 winter session.)

### **Entrée Canada Centennial Indigenous Leaders Award**

A \$20,000 renewable entrance award is offered annually by Entrée Canada for First Nations, Inuit, or Métis undergraduate students of Canada entering university directly from secondary school or transferring from another post-secondary institution to an undergraduate program of study. Preference will be given to students from British Columbia. Recipients are academically qualified with preference to students who would not be able to attend UBC without financial assistance. In addition to academic merit, consideration is given to qualities such as leadership skills, community service and recognized extra-curricular achievement. Subject to continued academic standing, the award will be renewed for a further three years of study or until the first undergraduate degree is obtained (whichever is the shorter period). Entrée Canada is a leading travel company based in Vancouver that specializes in creating exceptional experiences across Canada for their discerning clientele. Entrée Canada works to promote understanding and awareness of Indigenous history among their guests, and established this award to support future Indigenous leaders. The awards are made on the recommendation of the Centennial Scholars Entrance Award Committee. (First award available for the 2019/2020 winter session).

### **Leon and Joan Tuey Graduate Scholarship**

Scholarships totalling \$6,000 are offered annually by Leon and Joan Tuey for outstanding graduate students in the Faculty of Education. The scholarships are made on the recommendation of the Faculty of Education in consultation with the Faculty of Graduate and Postdoctoral Studies. (First award available for the 2019/2020 winter session).

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## **PREVIOUSLY APPROVED AWARDS WITH CHANGES IN TERMS OR FUNDING SOURCE**

### **Annual Awards**

#### **1460 – Rebecca Vecchio Memorial Award**

### **Rationale for Proposed Changes**

The United Food and Commercial Workers Internal Union has increased their giving to support an additional award assignment for the upcoming academic year. An additional \$1,000 a year will be given to support two \$1,000 award for students.

**Current Award Description**

A \$1,000 award is offered annually by UFCW Local 1518 for students who are committed to gender equality in actions and behaviours and who advocate against bullying and violence against women. The award is for students who demonstrate these ideals through action by working to foster a safer and more respectful campus community. Recommendations are made by the Equity and Inclusion Office and the Sexual Assault Prevention Team in consultation with Enrolment Services.

**Proposed Award Description**

~~A~~ Two \$1,000 awards ~~is~~ are offered annually by UFCW Local 1518 for students who are committed to gender equality in actions and behaviours and who advocate against bullying and violence against women. The awards ~~is~~ **are** for students who demonstrate these ideals through action by working to foster a safer and more respectful campus community. Recommendations are made by the Equity and Inclusion Office and the Sexual Assault Prevention Team in consultation with Enrolment Services.

17 April 2019

To: Senate

From: Senate Awards Committee

RE: Report to Senate: Summer Session Courses and Student Awards

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### ***Overview***

The Senate Awards Committee has been tasked with considering the issue of including summer session courses in awards adjudication. The Committee's work in this regard is ongoing. This interim report provides an update regarding the work of the Committee to date, and identifies its planned next steps.

### ***Referral from Senate***

At the November 21, 2018 Senate meeting, the following motion was approved by Senate:

*That the question of whether and how summer session courses can be included in awards adjudication, in particular with respect to comparability of students, be referred to the Senate Awards Committee, and that the Committee be required to submit a report to Senate by the April 2019 Senate meeting.*

As per Senate's direction, the Senate Awards Committee has been engaged in a process of information-gathering and discussion of whether summer session courses can and should be included in awards adjudication and, if so, how to do so equitably. This process is ongoing, and the Committee is not yet in a position to make a final recommendation to Senate. The Committee is pleased to deliver this interim report on the status of the Committee's deliberations, detailing the work completed by the Committee to date and sets out the Committee's anticipated next steps.

### ***Scope + Principles***

The Committee's deliberations began with a discussion of the scope of the question referred by Senate and the identification of the principles that would govern the Committee's decision-making.

The scope of this inquiry is limited to considering the possibility of including summer session courses in awards adjudication for **undergraduate, merit-based** awards. Need-based awards are

not in scope as they are not determined in a manner that would be affected by summer session courses (and UBC already offers summer session bursaries), while graduate awards are not in scope as the current policy removing summer session courses from awards adjudication does not apply to awards for graduate students.

The Committee settled on four principles that would guide the Committee's decision-making process in this inquiry:

1. Equality of Access

*All students should have an equal opportunity to earn merit-based awards. Awards eligibility rules should not unreasonably disadvantage students for reasons unrelated to merit.*

2. Maintenance of Rigour

*Merit-based awards should continue to recognize academic or other achievement. Changes to awards eligibility rules should not dilute the significance of the achievement represented by merit-based awards.*

3. Transparency

*The criteria for granting awards should be clear, public, and easy to understand. Students should be able to determine in advance of registration whether or not they will be eligible for awards.*

4. Administrative Efficiency

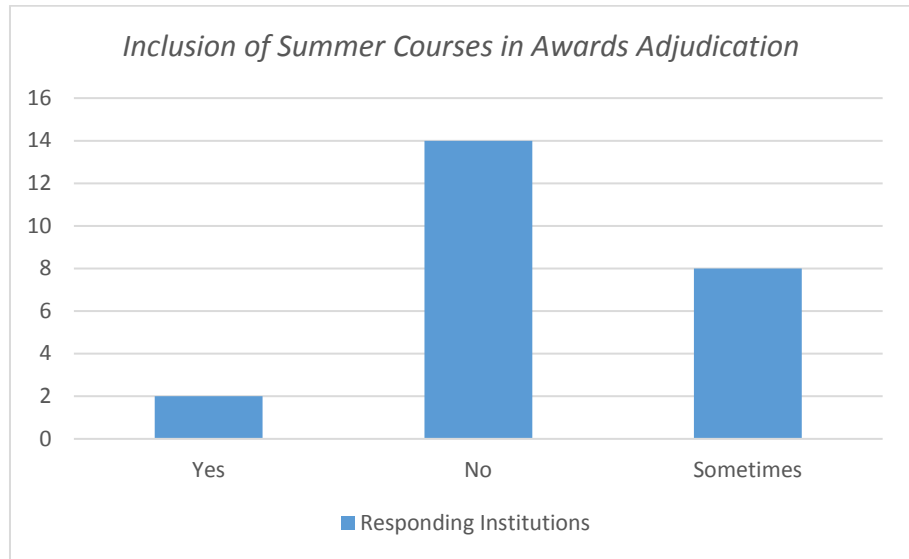
*The administration of awards programs should not be an undue burden on the University's resources, relative to the impact on students.*

### ***Survey of Canadian Institutions***

With the assistance of Enrolment Services, the Committee conducted a survey of other Canadian post-secondary institutions to examine how UBC's current policies compare to those in place elsewhere in Canada, and to gain a better understanding of practices at other institutions that could be considered for implementation at UBC in the event that that change is warranted.

The results of the survey revealed that there is no clear consensus as to whether and how summer courses are considered in awards adjudication processes in Canadian post-secondary educational institutions. While the majority of institutions do not consider summer session courses in

adjudicating awards, a significant number do take summer session courses into account, at least in some circumstances.



Among the institutions that indicated that they consider summer session courses in awards adjudication or ‘sometimes’ consider summer session courses, the following methods of considering summer session courses are used:

1. Considering summer courses for the purpose of renewal of renewable awards previously awarded to the student.
2. Permitting students to count a limited number of summer credits towards awards eligibility, either generally, or where special circumstances warrant it.
3. Permitting students to substitute the summer session for one winter session term, requiring a fixed number of credits over an eight-month period, but not necessarily the eight months of the winter session.
4. Considering summer courses for students in programs with mandatory summer study.
5. Distinct adjudication cycle and awards program for summer session courses.
6. Permit students to meet credit-load requirements using any course taken within full calendar year without restriction.

<sup>1</sup> The data obtained from the responding institutions has been supplemented with information obtained from online sources for institutions that did not respond to the survey.

The Committee is not yet in a position to comment on which, if any, of these options may be advisable or even possible at UBC in the event that change is warranted. They are listed here only for the purpose of informing Senate of some of the information gleaned from the survey of other Canadian institutions.

### ***Collection of Preliminary Views of the Faculties***

Following the survey of other Canadian institutions, the initial views of the Faculties were solicited. The Faculties were asked only for general reflections on the possibility of including summer session courses in awards adjudication, and were not asked to comment on specific options for reform.

Like the survey of other institutions, no clear consensus emerged from the responses of the Faculties. Some of the responses expressed support for recognizing the achievements of students in summer session courses, but the majority of the responses were not generally supportive of a change in policy. Several Faculties expressed skepticism that such a change would have a significant impact on the number of students eligible for awards, particularly in light of the recent reduction in the credit-load required for awards eligibility from 27 to 24 credits, which was viewed as having already made awards more accessible.

Other issues raised by the Faculties included: concern that it would not be possible to develop an equitable method of considering summer session courses given the variability in summer session course-loads; that summer session grades would be finalized too late in the process to fit the current adjudication cycle resulting in delayed payments to students; and that without an increase in award funding, such a change would only expand the pool of eligible applicants that do not receive an award without an impact on the level of financial support available to students.

The views of the Faculties are, of course, important, and these issues will be carefully considered as the Committee moves forward. With the benefit of the data requested from PAIR (discussed below), it will be possible to gain some additional insight into these issues. In the event the Committee concludes that a policy change is advisable, the Faculties will be included in a further broader consultation effort on the proposed change(s).

### ***Request for Data from Planning and Institutional Research***

A request for data was made to Planning and Institutional Research (PAIR). The information requested relates to enrolment patterns in the summer and winter session and course offerings in the summer and winter session. This data will assist the Committee in understanding the extent to which current students are being excluded from awards eligibility by the current awards policy, the proportion of students that are taking courses in the summer session and the number





of credits students are completing, and the opportunity students in different programs have to complete summer session courses. The response of PAIR has now been received, but the Committee has not yet had an opportunity to consider the data provided. With this information, the Committee will be in a better position to assess the impact of the current policy, and that of possible alternatives.

### *Next Steps*

Once the Committee has had an opportunity to review the results of the request to PAIR, the Committee will consider the implications of that data for different possible policy changes. The Committee will assess the potential impact of different changes and determine whether any promising options for policy change can be identified. The Committee will then seek an opinion from the Registrar on the impact of any such changes. The Committee will ask the Registrar to advise on the practicalities of implementing any such changes, both within the current Student Information System and within the Workday platform, and to leverage the expertise within Enrolment Services to offer guidance on the impact of any possible changes on students and on adjudication processes.

If, based on the opinion of the Registrar, there remain policy changes worth considering, the Committee will then seek the input of the Academic Policy Committee and other relevant Senate Committees before proposing possible changes to the Faculties, representative student bodies and other stakeholders through a campus-wide consultation process. Subject to the results of this consultation process, the proposed changes would then be proposed to Senate for approval.

Comments and feedback from Senators regarding this work are most welcome at any time and may be forwarded to [kyle.mccleery@ubc.ca](mailto:kyle.mccleery@ubc.ca).



17 April 2019

To: Vancouver Senate  
From: Senate Curriculum Committee  
Re: April Curriculum Proposals (approval)

The Senate Curriculum Committee has reviewed the material forwarded to it by the faculties and encloses those proposals it deems as ready for approval.

The following is recommended to Senate:

**Motion:** *“That the new courses, revised courses, revised program option, and discontinuation of admittance to a major brought forward by the faculties of Arts, Education, Land and Food Systems, and Science be approved.”*

Respectfully submitted,

Dr. Peter Marshall, Chair

Senate Curriculum Committee

**FACULTY OF ARTS***New courses*

**ASIA 436 (3)** The Partition of India in Film and Narrative; **CHIN 195 (1)** Chinese Characters I; **GERM 105 (6)** Intensive Beginners' German; **GERM 121 (3)** German Fairy Tales and Popular Culture (in English); **GERM 404 (3)** Religion and German Literature (in English); **RUSS 303 (3)** Topics in Russian Culture (in English); **SOCI 230 (3)** Shopping, Society, and Sustainability

**FACULTY OF EDUCATION***New courses:*

**KIN 432 (3)** Sport Nutrition; **KIN 459 (3)** Psychobiology of Physical Activity

**FACULTY OF LAND AND FOOD SYSTEMS***New course*

**FRE 474 (3)** Economics of Global Resource Use and Conservation

*Revised program option*

LFS>Dual Degree and Minor Options> Master of Management Dual Degree Program Option

*Discontinuation of admittance into a major*

LFS>B.Sc. in Food, Nutrition, and Health>Food Market Analysis Major

**FACULTY OF SCIENCE***New courses*

**BIOC 470 (3)** Biochemistry & Society: Current Issues; **BIOL 314 (3)** Elements of Biodiversity; **CHEM 250 (3)** Inorganic Chemistry for Engineers; **CPSC 330 (3)** Applied Machine Learning; **CPSC 427 (3)** Video Game Programming; **EOSC 410 (3)** Geoscientific Data Analysis and Empirical Modeling; **ENPH 353 (3)** Engineering Physics Project I; **FSCT 398 (3)** Co-op Work Placement I; **FSCT 399 (3)** Co-op Work Placement II; **FSCT 412 (3)** Instrumental Analysis for Forensic Chemistry; **FSCT 498 (3)** Co-op Work Placement III; **FSCT 499 (3)** Co-op Work Placement IV; **GEOB 408 (3)** The Changing Cryosphere; **GEOB 409 (3)** Advanced Field Studies in Geographical Sciences; **ISCI 461 (3)** Comparative Field Research Course: Systems Approaches to Regional Sustainability; **MICB 413 (3)** Topics in Microbiome Research



17 April 2019

To: Vancouver Senate

From: Senate Curriculum Committee

Re: April Curriculum Proposals (approval)

The Senate Curriculum Committee has reviewed the material forwarded to it by the faculties and encloses those proposals it deems as ready for approval.

The following is recommended to Senate:

**Motion:** *“That the new courses, revised courses, revised program option, and discontinuation of admittance to a major brought forward by the faculties of Arts, Education, Land and Food Systems, and Science be approved.”*

Respectfully submitted,

Dr. Peter Marshall, Chair

Senate Curriculum Committee

**FACULTY OF ARTS***New courses*

**ASIA 436 (3)** The Partition of India in Film and Narrative; **CHIN 195 (1)** Chinese Characters I; **GERM 105 (6)** Intensive Beginners' German; **GERM 121 (3)** German Fairy Tales and Popular Culture (in English); **GERM 404 (3)** Religion and German Literature (in English); **RUSS 303 (3)** Topics in Russian Culture (in English); **SOCI 230 (3)** Shopping, Society, and Sustainability

**FACULTY OF EDUCATION***New courses:*

**KIN 432 (3)** Sport Nutrition; **KIN 459 (3)** Psychobiology of Physical Activity

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## UNDERGRADUATE COURSES

### ASIA: Department of Asian Studies

#### *ASIA 436 (3) The Partition of India in Film and Narrative*

<b>Category:</b> 1 <b>Faculty:</b> Arts <b>Department:</b> Asian Studies <b>Faculty Approval Date:</b> Feb.14, 2019 <b>Effective Session (W or S):</b> W <b>Effective Academic Year:</b> 2019	<b>Date:</b> September 25, 2018 <b>Contact Person:</b> Lyndsay Bocchinfuso and Sunil Kumar Bhatt <b>Phone:</b> 2-9266 <b>Email:</b> lyndsay.bocchinfuso@ubc.ca
<b>Proposed Calendar Entry:</b>  <b>ASIA 436 (3) The Partition of India in Film and Narrative</b>  Analysis and critique of how the partition of India is depicted in fictional literary works and feature films.  <b>Prerequisites:</b> Restricted to fourth-year students. 9 credits of 300-level ASIA coursework recommended.	<b>URL:</b> <a href="http://www.calendar.ubc.ca/vancouver/courses.cfm?page=code&amp;code=ASIA">http://www.calendar.ubc.ca/vancouver/courses.cfm?page=code&amp;code=ASIA</a>  <b>Present Calendar Entry:</b>  <b>Type of Action:</b> New course  <b>Rationale for Proposed Change:</b> The partition of India is probably the most important event in the modern History of South Asia. After the World War II the British Raj agreed to give the right of self-rule to the native people of India. The religiously divided populace of Hindus, Muslims and Sikhs could not find a common ground to stay as one political entity of a Nation. Unable to persuade the key players of the contemporary political scene to find any kind of power-sharing agreement, the Britishers divided India into two sovereign states of Hindu majority India and Muslim majority Pakistan.  The tragic consequences of the birth of two nations were of epic proportions. The communities and families were torn apart, innumerable lives were lost The mass migration led to 10-12 million people displaced. The tragedy of partition was eye-witnessed and documented by many authors who told their stories through the medium of fiction writing. The filmmakers have also created the work of art to depict different angles of

	<p>the tragedy. The course will offer the student to get acquainted with the important historical event as seen and experienced by the writers and filmmakers. A collection of prose writings in English translation will be taken as mandatory readings. The students will also watch feature films based on the partition. The analysis and open discussion on the stories and narratives in films will give students opportunity to see the historical event of partition from all the perspectives and create their own opinion. The scope of the course is to examine narratives in literary works and films, it does not deal with the literary theory or cinematographic aspects of the films.</p> <p>The catalogue of courses on South Asia has only one literature course (ASIA 368 (3) Modern Literatures of South Asia in Translation) and one film course (ASIA 343 (3) Film in South Asia). They both give an overview to literature and film in South Asia in general. A specific course that covers an important event such as partition of India would be a welcome addition to the offerings. The department's offering on South Asian history is covered directly by ASIA 328 (3) Medieval India and ASIA 428 (3) Mughal India and indirectly by ASIA 258 (3) Religion in South Asia and ASIA 330 (3) Islam in South Asia. This course will also give an indirect history lesson on 20th century India which is missing in the catalogue.</p>
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*CHIN 195 (1) Chinese Characters I*

<b>Category:</b> 1 <b>Faculty:</b> Arts <b>Department:</b> Asian Studies <b>Faculty Approval Date:</b> Feb.14, 2019 <b>Effective Session (W or S):</b> W <b>Effective Academic Year:</b> 2019	<b>Received:</b> December 21, 2018 <b>Contact Person:</b> Lyndsay Bocchinfuso and Qian Wang <b>Phone:</b> 2-9266 <b>Email:</b> lyndsay.bocchinfuso@ubc.ca
<b>Proposed Calendar Entry:</b>	<b>URL:</b> <a href="http://www.calendar.ubc.ca/vancouver/cour">http://www.calendar.ubc.ca/vancouver/cour</a>

<p><b>CHIN 195 (1) Chinese Characters I</b></p> <p>250-300 basic and frequently-used Chinese characters in their simplified form, including character radicals, strokes and stroke-order, meaning, and pronunciation. Introduction to theories of Chinese character formation.</p>	<p><a href="ses.cfm?page=code&amp;code=ASIA">ses.cfm?page=code&amp;code=ASIA</a></p> <p><b>Present Calendar Entry:</b></p> <p><b>Type of Action:</b> New course.</p> <p><b>Rationale for Proposed Change:</b></p> <p>This course is part of a suite of one-credit CHIN courses intended to provide students opportunities to expand their knowledge of Chinese characters and other aspects of Chinese language. The Department of Asian Studies currently plans to offer three or four one-credit courses in this area.</p> <p>Chinese characters and character writing are one of the most time-consuming and intensive aspects of learning Chinese. Existing CHIN language courses are designed to be comprehensive. While easy to develop balanced skills in these areas by their design, they don't account for the study of the history and structure of Chinese characters from a linguistic perspective. This course attempts to address this by working well for students interested in a more focused study of Chinese characters, not only to develop a deeper understanding of the language and facilitate their language learning, but also to continue and apply it to postgraduate and doctoral studies.</p> <p>Furthermore, for heritage students, placement into a level appropriate to their experience and ability can be challenging. Some heritage students, although fluent, may not know any characters which can make it difficult to place them appropriately. They may struggle if placed in higher-level courses as they are unable to read or write. By taking this course, a heritage student would be able to develop</p>
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	reading/writing skills and then progress to higher-level CHIN courses, thus reaching a higher demographic of students.
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### **CENES: Department of Central, Eastern & Northern European Studies**

#### ***GERM 105 (6) Intensive Beginners' German***

<b>Category:</b> 1 <b>Faculty:</b> Arts <b>Department:</b> CENES <b>Faculty Approval Date:</b> Feb.14, 2019 <b>Effective Session (W or S):</b> S <b>Effective Academic Year:</b> 2019	<b>Received:</b> December 20, 2018 <b>Contact Person:</b> Angelika Struch <a href="mailto:angelika@mail.ubc.ca">angelika@mail.ubc.ca</a> Ilinca Iurascu <a href="mailto:iurascu@mail.ubc.ca">iurascu@mail.ubc.ca</a>
<b>Proposed Calendar Entry:</b>  <b>GERM 105 (6) Intensive Beginners' German</b>  Introduction to and formal acquisition of German through integrated and interactive practice in reading, writing, listening and speaking. Credit will be granted for only one of GERM 105 or both GERM 100, GERM 110.	<b>URL:</b> <a href="http://www.calendar.ubc.ca/vancouver/courses.cfm?page=name&amp;code=GERM">http://www.calendar.ubc.ca/vancouver/courses.cfm?page=name&amp;code=GERM</a>  <b>Type of Action:</b> Create 6 credit intensive course which will cover the same learned outcomes of GERM 100 (3) and GERM 110 (3).  <b>Rationale for Proposed Change:</b> GERM 105 is a 6-credit Intensive Beginners' Course that combines two existing 3-credit courses, GERM 100 and 110. This 6-credit intensive course has been designed to offer students the opportunity to complete First-year German (GERM 100 + 110) in one course (German 105) taken over one term instead of two terms, and with a total of six contact hours per week instead of three. Like GERM 100 and GERM 110, this course focuses on the formal acquisition of the German language, and is designed to develop linguistic skills through integrated and interactive practice in reading, writing, listening and speaking. The course also promotes intercultural learning and the development of an international awareness.

	<p>While the course may be offered in each and any one of the three terms that make up an academic year, we believe that the summer session might be the optimal time to offer it.</p> <p>Students who have taken German 100 and 110 will not be permitted to take German 105 for credit. Also, students who have completed German 105, will not be permitted to take either German 100 or German 110 for credit.</p>
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*GERM 121 (3) German Fairy Tales and Popular Culture (in English)*

<p><b>Category:</b> 1 <b>Faculty:</b> Arts  <b>Department:</b> CENES  <b>Faculty Approval Date:</b> Feb.14, 2019  <b>Effective Session (W or S):</b> W  <b>Effective Academic Year:</b> 2019-20</p>	<p><b>Received:</b> December 17, 2018  <b>Contact Person:</b> Ilinca Iurascu and Kyle Frackman  <b>Email:</b> <a href="mailto:iurascu@mail.ubc.ca">iurascu@mail.ubc.ca</a> and <a href="mailto:kyle.frackman@ubc.ca">kyle.frackman@ubc.ca</a></p>
<p><b>Proposed Calendar Entry:</b></p> <p><b>GERM 121 (3) German Fairy Tales and Popular Culture (in English)</b></p> <p>Examination of folk and fairy tales from the German-speaking tradition and their adaptations.</p>	<p><b>URL:</b></p> <p><a href="http://www.calendar.ubc.ca/vancouver/courses.cfm?page=code&amp;code=GERM">http://www.calendar.ubc.ca/vancouver/courses.cfm?page=code&amp;code=GERM</a></p> <p><b>Type of Action:</b></p> <p>New Course</p> <p><b>Rationale for Proposed Change:</b></p> <p>In recent years, CENES has introduced two minors, German Studies and Scandinavian Studies, which, in addition to the already extant German major and German Honours programs, allow students to study the cultures, societies, and histories of central and northern Europe through Anglophone offerings. This proposed course will add to our currently few lower-level (especially 100- and 200-level) offerings that address the literary and cultural production of these areas. While folk and fairy tales are used in small units in a number of our course</p>

	<p>offerings (e.g., CENS 201 – Contrasts and Conflicts: The Cultures of Central, Eastern and Northern Europe; CENS 307 – Witches: Myth and Reality; SCAN 333 – Major Works of Scandinavian Literature), this dedicated course number will allow students to explore the motifs that originate in German-language folklore in a concentrated setting. The impetus to situate this material in its own course with a new number arose from student feedback and instructor interest. The dedicated number and title will facilitate the course's increased visibility in student registration.</p> <p>As we have indicated in previous proposals, CENES has witnessed a significant increase in the enrolment of literature and culture courses taught in English over the past fifteen years, which is consistent with developments in our field. In that time, the department has introduced a number of courses to meet this demand and the developments in cultural studies fields: CENS 201 – Contrasts and Conflicts: The Cultures of Central, Eastern and Northern Europe; CENS 202 – Great Works of Literature from Central, Eastern and Northern Europe; SCAN 332 – Topics in Scandinavian Studies; and SCAN 336 – Scandinavian Crime Fiction.</p> <p>This course will be of general interest to students inside and outside the Faculty of Arts and to students within CENES as an elective. GERM 121 will engage students from a wide array of disciplines and interests. There are organic connections to students' work in, for example, Anthropology; English; Film Studies; First Nations and Indigenous Studies; Gender, Race, Sexuality and Social Justice; History; Modern European Studies; and Sociology. The course assumes no theoretical background in cultural studies and/or</p>
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	theory on the part of the students.
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*GERM 404 (3) Religion and German Literature (in English)*

<b>Category: 1 Faculty: Arts</b> <b>Department: CENES</b> <b>Faculty Approval Date: Feb.14, 2019</b> <b>Effective Session (W or S): W</b> <b>Effective Academic Year: 2019-20</b>	<b>Date:</b> November 27, 2018 <b>Contact Person:</b> Ilinca Iuarascu and Florian Gassner <b>Email:</b> <a href="mailto:iurascu@mail.ubc.ca">iurascu@mail.ubc.ca</a> and <a href="mailto:florian.gassner@ubc.ca">florian.gassner@ubc.ca</a>
<b>Proposed Calendar Entry:</b> <b>GERM 404 (3) Religion and German Literature (in English)</b> Religion and literature in Germanic cultural history.	<b>URL:</b> <a href="http://www.calendar.ubc.ca/vancouver/courses.cfm?page=code&amp;code=GERM">http://www.calendar.ubc.ca/vancouver/courses.cfm?page=code&amp;code=GERM</a> <b>Present Calendar Entry:</b> N/A <b>Type of Action:</b> New Course. <b>Rationale for Proposed Change:</b> Religion has played a formative role in the cultural production of Europe's German-speaking communities. Prior to the early modern period, the Roman Church was a key factor in this regard. Subsequently, Protestantism became one of the main driving forces for artistic and intellectual innovation. In the late 18th century, the Jewish Haskalah brought new voices to the fore, while scholars and translators introduced German, Austrian and Swiss audiences to religious traditions from India and the Far and Middle East. In the 20th century, then, immigration further diversified the religious landscape, introducing a significant Muslim population as well as Hindus, Buddhists, Bahá'í and others, all of which left their respective mark on their cultural environment. To this day, the German literary scene has kept this rich legacy alive. One may take as an example the writings of Turkish-German author Feridun Zaimoglu, who recently published a novel

	<p>on Martin Luther, or the late German-Czech-Jewish author Lenka Reinerová, whose work discusses the possibility to revive and maintain the German-Jewish culture of Prague after World War II and Communism.</p> <p>To date, the German Program at UBC does not offer a course in which students can familiarize themselves with the way German-speaking cultures have creatively engaged with religious traditions. <i>GERM 404: Religion and German Literature</i> will provide students with the opportunity to explore this significant aspect of German, Austrian and Swiss cultural history, from the middle ages to the present day. The focus will lie on the adoption and adaptation of religious thought and religious practices in the production of cultural artifacts. This will include the discussion of fine arts, music, architecture and city planning; above all, however, students will engage with literary artifacts.</p> <p><i>Religion and German Literature</i> will provide students with a research-intensive, interdisciplinary learning experience that integrates approaches from the fields of history, literary criticism, memory studies and religious studies. As such, the course will complement offerings from the Department of Classical, Near Eastern and Religious Studies by adding another perspective on the significance of religious thought in the history of Central Europe. Rather than focusing on the canonical texts, practices and dogmas of world religions, <i>Religion and German Literature</i> will familiarize learners with their reception and transformation in the artistic production of Europe's German-speaking communities.</p>
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*RUSS 303 (3) Topics in Russian Culture (in English)*

<b>Category:</b> 1 <b>Faculty:</b> Arts <b>Department:</b> CENES <b>Faculty Approval Date:</b> Feb.14, 2019 <b>Effective Session (W or S):</b> W <b>Effective Academic Year:</b> 2019-20	<b>Date:</b> November 27, 2018 <b>Contact Person:</b> Ilinca Iuarascu and Veta Chitnev <b>Phone:</b> 604-822-6489 <b>Email:</b> iurascu@mail.ubc.ca
<b>Proposed Calendar Entry:</b>  <b>RUSS 303 (3) Topics in Russian Culture (in English)</b>  Features of Russian culture with an emphasis on historical and social contexts. Specific course content will vary. Consult CENES for this year's offerings at <a href="https://cenes.ubc.ca/undergraduate/slavic-studies/russian-minor/">https://cenes.ubc.ca/undergraduate/slavic-studies/russian-minor/</a>	<b>URL:</b> <a href="http://www.calendar.ubc.ca/vancouver/courses.cfm?code=RUSS">http://www.calendar.ubc.ca/vancouver/courses.cfm?code=RUSS</a>  <b>Present Calendar Entry:</b> N/A  <b>Type of Action:</b> New Course.  <b>Rationale for Proposed Change:</b>  As indicated in previous proposals, the CENES Department over the past decade has witnessed a significant increase in the enrolment of literature and culture courses taught in English. This increase has been particularly noticeable in our second- and third-year Anglophone Russian literature courses (RUSS 206, 207, and 307), as well as in the cross-disciplinary CENS and SLAV courses featuring Russian culture and literature components (e.g., CENS 201, CENS 202 and SLAV 307). In addition, we are witnessing a significant increase in the enrolment of our lower-level Russian language courses. We take this to be an indication of the growing interest in Russia and Russian culture -- which in some cases may be related to political concerns. We feel that it is both necessary and opportune to respond to this interest and to revise both our course and program offerings accordingly.  As a course without prerequisites, RUSS 303 is, first, a course of interest to students with a general interest in Russian and Russian culture seeking an elective but

	<p>unwilling or unable to commit to a program. As such, it may be compared to other culture courses offered in the Faculty of Arts, examples being <b>SPAN 321, Tradition and Diversity in Spanish History and Culture</b>, PORT 392, <i>Studies in Portuguese and Brazilian Literature</i>, ARTH 324, <i>Northern European Art and Culture</i>, and ASIA 440 <i>Cultural History of Imperial China</i>. This includes very practical interests, for instance, students heading to Russia, or those seeking to expand their knowledge of Russia in order to complement their major research interests. Second, and more importantly, it is part of our efforts to revise our Russian Minor.</p> <p>The flexible format of RUSS 303 has three additional advantages. First, it facilitates possible future changes of delivery format. If the proposed course RUSS 303 is accepted, we plan to offer an online version of it. Second, its flexibility accommodates the fact that the course will be taught by different instructors with different research interests. Third, it offers instructors the chance to address themes of immediate topical interest, as it allows them to introduce and discuss social, historical and cultural contexts of contemporary issues (e.g., ethnic conflicts; ecological crises and resource exploitation; the relationship between state and religion).</p> <p>Apart from being a course of general interest to students within and outside the Faculty of Arts, RUSS 303 will be, more specifically, a three-credit U/L elective for the Russian Minor (RUSS). Pending curricular revisions arising from the integration of Modern European Studies into CENES, RUSS 303 may also count toward a Modern European Studies Major (MEST).</p>
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**SOCI: Department of Sociology***SOCI 230 (3) Shopping, Society, and Sustainability*

<b>Category: 1 Faculty: Arts</b> <b>Department: Sociology</b> <b>Faculty Approval Date: Feb.14, 2019</b> <b>Effective Session (W or S): W</b> <b>Effective Academic Year: 2020</b>	<b>Date:</b> October 17, 2018 <b>Contact Person:</b> Emily Huddart Kennedy <b>Phone:</b> 604-822-1184 <b>Email:</b> <a href="mailto:emily.kennedy@ubc.ca">emily.kennedy@ubc.ca</a>
<b>Proposed Calendar Entry:</b>  <b>SOCI 230 (3) Shopping, Society, and Sustainability</b>  Major theories of consumer society, evaluating impacts of shopping on human and non-human environments and popular solutions to these impacts.	<b>URL:</b> <a href="http://www.calendar.ubc.ca/vancouver/courses.cfm?code=SOCI">http://www.calendar.ubc.ca/vancouver/courses.cfm?code=SOCI</a>  <b>Present Calendar Entry:</b> NA  <b>Type of Action:</b> New course  <b>Rationale for Proposed Change:</b>  This course offers an introduction to the intersection of the sociology of consumption and environmental sociology. Using analyses of a range of consumption-related activities (e.g., a fast-food meal, smart phones, weddings), students will gain familiarity with major theories from the sociology of consumption.  There are two reasons why this course will strengthen the Sociology undergraduate program: <u>First</u> , sociology has a relative shortage of 200-level courses. This course would teach sociological theories to a wide audience: it is complex enough that it builds on themes that students who have taken Introduction to Sociology will advance their knowledge, and also general enough that students who have not taken Intro will be able to participate in and benefit from the class. The <u>second</u> reason is that currently, the only courses in the sociology of consumption and environmental sociology are offered at the 300 and 400-levels. Thus, instructors of these higher-level classes have to provide general introductions to



	these subdisciplines of sociology. Further, students who have not taken lower-level Sociology courses cannot take Sociology classes on consumption or the environment.
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## UBC Curriculum Proposal Form Change to Course or Program

### Category: (1)

<b>Faculty:</b> Education <b>Department:</b> Kinesiology <b>Faculty Approval Date:</b> Dec 6, 2018 <b>Effective Session (W or S):</b> W <b>Effective Academic Year:</b> 2019	<b>Date:</b> January 23, 2019 <b>Contact Person:</b> Paul Kennedy <b>Phone:</b> 604-822-9204 <b>Email:</b> paul.kennedy@ubc.ca
<b>Proposed Calendar Entry:</b>  <b>KIN 432 (3) Sport Nutrition</b> Sport nutrition guidelines, physiological mechanisms of fuel use in the body, nutritional strategies to support weight change, hydration, and ergogenic aids the needs of special athlete populations. [3-0] Prerequisite: All of KIN 190, KIN 191, KIN 265, and third-year standing. Similar courses to KIN 190, KIN 191, and KIN 265 can be considered.	<b>URL:</b> <a href="http://www.calendar.ubc.ca/vancouver/courses.cfm?page=name&amp;code=KIN">http://www.calendar.ubc.ca/vancouver/courses.cfm?page=name&amp;code=KIN</a>  <b>Present Calendar Entry:</b>  <b>Type of Action:</b> New course  <b>Rationale for Proposed Change:</b> This course has been offered under a generic number and title for over five years (KIN 489a Seminar). In that time, it has been enthusiastically attended by Kinesiology students. Formally adding KIN 432 to the curriculum will remove the generic label from the course and make it more visible to both KIN and non-KIN students alike. Adding KIN 432 to the BKIN program, students will be able to build and expand their knowledge about the nutritional concepts that were first covered in the foundational KIN 265 Nutrition, Physical Activity, and Health course.  <input type="checkbox"/> <b>Not available for Cr/D/F grading (undergraduate courses only)</b>

### Category: (1)

<b>Faculty:</b> Education <b>Department:</b> Kinesiology <b>Faculty Approval Date:</b> Dec 6, 2018 <b>Effective Session (W or S):</b> W <b>Effective Academic Year:</b> 2019	<b>Date:</b> January 23, 2019 <b>Contact Person:</b> Paul Kennedy <b>Phone:</b> 604-822-9204 <b>Email:</b> paul.kennedy@ubc.ca
<b>Proposed Calendar Entry:</b>  <b>KIN 459 (3) Psychobiology of Physical Activity</b>	<b>URL:</b> <a href="http://www.calendar.ubc.ca/vancouver/courses.cfm?page=name&amp;code=KIN">http://www.calendar.ubc.ca/vancouver/courses.cfm?page=name&amp;code=KIN</a>



Exploration of the role that physical activity and exercise play in modifying the neurobiological, autonomic, endocrine, and inflammatory responses to stress. [3-0]  
Prerequisite: Third-year standing.

### Present Calendar Entry:

#### Type of Action:

New course

#### Rationale for Proposed Change:

This course has been offered under a generic number and title for the past two years (KIN 489x Seminar). In that time, it has been well received by Kinesiology students. Formally adding KIN 459 to the curriculum will remove the generic label from the course and make it more visible to both KIN and non-KIN students alike. KIN 459 is a multidisciplinary course, blending concepts from areas of specialization that include neuromechanics, sports psychology, and systems biology. Adding KIN 459 to the BKIN program will allow students to integrate and build on their knowledge from other key kinesiology courses.



**Not available for Cr/D/F grading  
(undergraduate courses only)**



## UBC Curriculum Proposal Form Change to Course or Program

### Category: 1

<p><b>Faculty:</b> Land and Food Systems  <b>Department:</b> FRE  <b>Faculty Approval Date:</b> Jan 30, 2019  <b>Effective Session (W or S):</b> W  <b>Effective Academic Year:</b> 2019</p>	<p><b>Date:</b> November 2018  <b>Contact Person:</b> Frederik Noack  <b>Phone:</b> 2-2619  <b>Email:</b> frederik.noack@ubc.ca</p>
<p><b>Proposed Calendar Entry:</b></p> <p><b>FRE 474 (3) - Economics of Global Resource Use and Conservation</b></p> <p><b>The economic drivers of environmental degradation, the causal impact of environmental policies on conservation outcomes, application of empirical methods to problems in environmental economics.</b></p> <p><b>Prerequisites:</b>  <b>One of LFS 252, STAT 200, BIOL 300, ECON 326, COMM 291, FRST 231; One of ECON 371, FRE 374, ECON 374.</b></p>	<p><b>URL:</b></p> <p><b>Present Calendar Entry:</b> N/A</p> <p><b>Type of Action:</b> New course</p> <p><b>Rationale for Proposed Change:</b>          Data become increasingly available to answer important questions about the tradeoffs between conserving the natural environment and increasing economic prosperity. However, the environmental economics classes at UBC mainly focus on theory. This course complements the existing classes by focusing on the measurement of conservation outcomes and estimating the conservation policy impacts. This course addresses students from various backgrounds including economics, conservation or global resource systems that are interested in environmental conservation and in using data to quantify policy impacts and causal relationships between economic development and conservation outcomes.</p>

## UBC Curriculum Proposal Form Change to Course or Program

### Category: (1)

<p><b>Faculty:</b> Food and Land Systems  <b>Department:</b> FRE  <b>Faculty Approval Date:</b> Jan 30, 2019  <b>Effective Session (W or S):</b> W  <b>Effective Academic Year:</b> 2019</p>	<p><b>Date:</b> January 3, 2019  <b>Contact Person:</b> James Vercammen  <b>Phone:</b> 2-5667  <b>Email:</b> james.vercammen@ubc.ca</p>
<p><b>Proposed Calendar Entry:</b>  <i><b>Dual Degree and Minor Options</b></i>  <b>Master of Management Dual Degree Program Option</b></p> <p>This dual degree program option offers qualified students the opportunity to earn, in one course of study, an undergraduate degree from the Faculty of Land and Food Systems and a Master of Management degree from the Faculty of Commerce and Business Administration (also known as the Sauder School of Business). This dual degree program option can be completed in four and one half years through intensive study and scheduling that includes one summer following fourth year. The Business Career Centre in the Sauder School of Business will also provide extensive professional development and career preparation throughout the dual degree program option of study.</p> <p>Due to the fixed scheduling requirements of the Dietetics Major, it is typically not possible for students in this major to do the Master of Management through the dual degree route.</p> <p>Students admitted into this program can use COMM 120 (3), COMM 220 (3) towards their unrestricted elective requirement and COMM 320 (1.5), COMM 321 (1.5), COMM 420 (1.5), and COMM 421 (1.5) towards their restricted elective requirement.</p> <p>Students who are in the Food Market Analysis Major <b>or the Food and Resource Economics program</b> as part of the Dual Degree Program Option cannot take COMM 329, COMM 398, COMM 457, COMM 458, COMM 465, COMM 473 or COMM 493, due to significant content overlap with the Masters of Management required courses.</p>	<p><b>URL:</b>  <a href="http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12.194.909.0">http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12.194.909.0</a></p> <p><i><b>Dual Degree and Minor Options</b></i>  <b>Master of Management Dual Degree Program Option</b></p> <p>This dual degree program option offers qualified students the opportunity to earn, in one course of study, an undergraduate degree from the Faculty of Land and Food Systems and a Master of Management degree from the Faculty of Commerce and Business Administration (also known as the Sauder School of Business). This dual degree program option can be completed in four and one half years through intensive study and scheduling that includes one summer following fourth year. The Business Career Centre in the Sauder School of Business will also provide extensive professional development and career preparation throughout the dual degree program option of study.</p> <p>Due to the fixed scheduling requirements of the Dietetics Major, it is typically not possible for students in this major to do the Master of Management through the dual degree route.</p> <p>Students admitted into this program can use COMM 120 (3), COMM 220 (3) towards their unrestricted elective requirement and COMM 320 (1.5), COMM 321 (1.5), COMM 420 (1.5), and COMM 421 (1.5) towards their restricted elective requirement.</p> <p>Students who are in the Food Market Analysis Major as part of the Dual Degree Program Option cannot take COMM 329, COMM 398, COMM 457, COMM 458, COMM 465, COMM 473 or COMM 493, due to significant content overlap with the Masters of</p>

<p>Additional specialized <a href="#">fees</a> for the Master of Management will be paid by all students admitted into the dual degree program option. For further information on this dual degree program option see the <a href="#">Faculty of Commerce and Business Administration</a> section of the Academic Calendar.</p>	<p>Management required courses.</p> <p>Additional specialized <a href="#">fees</a> for the Master of Management will be paid by all students admitted into the dual degree program option. For further information on this dual degree program option see the <a href="#">Faculty of Commerce and Business Administration</a> section of the Academic Calendar.</p> <p><b>Type of Action:</b> Allow students in the recently-approved B.Sc. in Food and Resource Economics program to apply for the Master of Management Dual Degree Program Option, subject to the course restrictions that are currently in place for students in the Food Market Analysis Major.</p> <p><b>Rationale for Proposed Change:</b> All LFS students other than those in the Dietetics program are eligible to apply for the Master of Management Dual Degree Program Option. Students in the new B.Sc. in Food and Resource Economics program should also have this option subject to the same course overlap restriction that is in place for students in the Food Market Analysis major.</p> <p><input type="checkbox"/> <b>Not available for Cr/D/F grading (undergraduate courses only)</b> (Check the box if the course is NOT eligible for Cr/D/F grading and provide the rationale for this below. Note: Not applicable to graduate-level courses.)</p>
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**Category: 1**

<p><b>Faculty:</b> Land and Food Systems  <b>Department:</b> FRE  <b>Faculty Approval Date:</b> Jan 30, 2019  <b>Effective Session (W or S):</b> W  <b>Effective Academic Year:</b> 2019</p>	<p><b>Date:</b> January 2, 2019  <b>Contact Person:</b> James Vercammen  <b>Phone:</b> 2-5667  <b>Email:</b> james.vercammen@ubc.ca</p>
<p><b>Proposed Calendar Entry:</b></p> <p>This major is no longer accepting new students. Students who are interested in combining their interest in food and nutritional sciences, economics and business should consider applying for the B.Sc. in Food and Resource Economics program  <a href="http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,194,1013,0">http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,194,1013,0</a></p>	<p><b>URL:</b>  <a href="http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,194,261,12">http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,194,261,12</a></p> <p><b>Present Calendar Entry:</b></p> <p><b><i>Food Market Analysis Major</i></b></p> <p>Students enrolled in the Food Market Analysis Major will focus on the core of the Food Science Major, and on a core of Economics, Commerce, and Food Resource Economics courses. This will prepare graduates for employment in the food industry with special interest in market analysis aspects. Students wishing to concentrate on certain areas or who are</p>

### ***Food Market Analysis Major***

Students enrolled in the Food Market Analysis Major will focus on the core of the Food Science Major, and on a core of Economics, Commerce, and Food Resource Economics courses. This will prepare graduates for employment in the food industry with special interest in market analysis aspects. Students wishing to concentrate on certain areas or who are interested in pursuing graduate studies should consult the program advisor.

interested in pursuing graduate studies should consult the program advisor.

#### **Type of Action:**

Discontinue admitting students in the Food Market Analysis major (Food, Nutrition and Health degree program).

#### **Rationale for Proposed Change:**

The recently-approved B.Sc. in Food and Resource Economics will allow for more in-depth study of economics and business while still allowing students to achieve basic training in food and nutritional sciences (for those students who choose to do so). Specifically, BSc (FRE) students can take BIOL 121, FNH 200 or 250, six credits of 200 or 300 level FNH courses (required for interdisciplinary breadth) and nine credits of 200 – 400 level FNH courses (unrestricted electives).

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#### **Not available for Cr/D/F grading (undergraduate courses only)**

(Check the box if the course is NOT eligible for Cr/D/F grading and provide the rationale for this below. Note: Not applicable to graduate-level courses.)

# BIOCHEMISTRY AND MOLECULAR BIOLOGY

**Category: (1)**

**Faculty:** Science

**Department: Biochemistry and Molecular Biology**

**Faculty Approval Date:** March 6, 2019

**Date:** March 6, 2019

**Contact Person:** Warren Williams

**Phone:** 604-822-8719

**Email:** [wwarren@mail.ubc.ca](mailto:wwarren@mail.ubc.ca)

**Effective Date for Change:** 19S

**Proposed Calendar Entry:**

## BIOC 470 (3) Biochemistry & Society: Current Issues

**Biochemical basis of select global challenges. Critical evaluation of primary literature to form evidence-based opinions and communicating biochemistry as it relates to several controversial societal issues.**

**[3-0-1]**

**Prerequisite: one of BIOC 302 or BIOC 303**

**Present Calendar Entry:**

**Action:** Create new course.

**Rationale:** The application of biochemistry to the understanding and improvement of human health is well covered in our current suite of programs and upper level courses. The proposed course seeks to expand our offerings by moving beyond direct application of biochemistry to human health and instead applying the tools of biochemistry to a different set of contemporary global challenges and opportunities. Current topics include molecular mechanisms of antibiotic resistance and dissemination of resistance genes, biotechnology and applications of gene editing, and biochemical targets of several controversial industrial chemicals.

We also intend for the proposed course to provide new opportunities for the application of critical thinking, scientific communication and public debate.

The course prerequisites serve to ensure students have the required fundamental biochemical understanding to discuss advanced topics. While the course is primarily intended for Biochemistry Majors and Honours students, we



anticipate that a number of other potential pools of students would find the content compelling.

**Supporting Documents: SCI-18-2-BIOC 470**

## BIOLOGY

**Category: (1)**

**Faculty:** Science

**Department:**

**Faculty Approval Date:** March 6, 2019

**Date:** March 6, 2019

**Contact Person:** Warren Williams

**Phone: 604-822-8719**

**Email:** [wwarren@mail.ubc.ca](mailto:wwarren@mail.ubc.ca)

**Effective Date for Change:** 19S

**Proposed Calendar Entry:**

## BIOL 314 (3) Elements of Biodiversity

**The units of biodiversity, from genes to ecosystems, how they are structured in space, and their importance to human well-being and ecosystem health. [3-0-0]**

**Prerequisites: One of APBI 260, BIOL 230, FRST 201, GEOB 207**

## Equivalency: CONS 314

**Present Calendar Entry:**

**Action:** Create new course.

**Rationale:** Biodiversity – the variability among living organisms from all sources including ... diversity within species, between species and of ecosystems – helps regulate climate through carbon sequestration and control of local rainfall, filters air and water, and mitigates the impact of natural disasters such as landslides and coastal storms. Direct benefits include food and fibres from natural vegetation, wood and non-wood products from forests, fish from oceans and freshwater systems, pollination of crops, medicines from plants, and psychological health.

The current curriculum provides students with options to study the disparate elements of biodiversity (genomes, species, communities and ecosystems), but offers no unifying framework that links these ‘elements’ and explores the consequences if they are lost. *Elements of Biodiversity* will fill this gap, and draws on many of the research strengths of the Biodiversity Research Centre.

This course will be an elective within the Biology Specializations but will also be open to students from any specialization so long as they

	<p>have completed the prerequisite. As requested by the Faculty of Forestry, this course will be cross-listed with the new proposed course CONS 314. The course format will be three hours of lecture classes per week - these classes will be a mixture of lectures, small group in-class discussions of assigned readings from the scientific literature, and small group analysis of problem sets.</p> <p><b>Supporting Documents: SCI-18-2-BIOL 314</b></p>
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## CHEMISTRY

**Category: (1)**

<b>Faculty:</b> Science <b>Department:</b> Chemistry <b>Faculty Approval Date:</b> March 6, 2019	<b>Date:</b> March 6, 2019 <b>Contact Person:</b> Warren Williams <b>Phone:</b> 604-822-8719 <b>Email:</b> wwarren@mail.ubc.ca
<b>Effective Date for Change:</b> 19S <b>Proposed Calendar Entry:</b>  CHEM 250 (3) Inorganic Chemistry <b>for Engineers</b>  Chemistry of selected groups of inorganic compounds, considered in relation to industrial processes. [3-0-0]  Pre-requisite: One of CHEM 113, CHEM 123, CHEM 154, SCIE 001.	<b>Present Calendar Entry:</b>  CHEM 250 (2) Inorganic Chemistry  Chemistry of selected groups of inorganic compounds, considered in relation to industrial processes. [2-0-0]  Pre-requisite: One of CHEM 113, CHEM 123, CHEM 154, SCIE 001.  <b>Action:</b> Change course title and credit value. Increasing the material covered as detailed in the attached.  <b>Rationale:</b> The title change clarifies that this course is intended for students in Applied Science. The credit value increase will accommodate new industrial topics in inorganic chemistry.  <b>Supporting Documents:</b> SCI-18-2-CHEM 250



	<p>audience of the course is twofold:</p> <ol style="list-style-type: none"><li>1. Students outside CPSC (both undergraduate and graduate students) who do not meet the requirements for CPSC 340 but have some background in programming.</li><li>2. CPSC majors who don't currently take any ML, because they lack the required mathematical sophistication for CPSC 340, or would prefer a more applied introduction to the field.</li></ol> <p>This new course aims to fill the gap in ML offerings for these groups of students.</p> <p><b>Supporting Documents: SCI-18-2-CPSC 330</b></p>
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In this course, students will plan, manage and implement a video game over the course term. As this is a hands-on “learn-by-doing” course, the course format will include a mixture of lectures (on average 1.5 hours a week), group meetings (including both scrum/stand-up meetings with large groups where a representative of each team will have 2-3 minutes to describe its progress and the challenges it faces (on average 1/2 hour a week,

	<p>and small group project discussion and feedback meetings, on average 1 hours a week), and labs (providing individualized project assistance, 1 hour a week).</p> <p><b>Supporting Documents: SCI-18-2-CPSC 427</b></p>
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## EARTH AND OCEAN SCIENCES

**Category: (1)**

<b>Faculty:</b> Science <b>Department:</b> Earth, Ocean & Atmospheric Sciences <b>Faculty Approval Date:</b> March 6, 2019	<b>Date:</b> March 6, 2019 <b>Contact Person:</b> Warren Williams <b>Phone:</b> 604-822-8719 <b>Email:</b> wwarren@mail.ubc.ca
<b>Effective Date for Change:</b> 19S <b>Proposed Calendar Entry:</b>	<b>Present Calendar Entry:</b>
<p><b>EOSC 410 (3) Geoscientific Data Analysis and Empirical Modeling</b></p> <p>Application of data analysis and empirical modeling strategies for conducting a data-oriented research in geosciences; from setting research questions and hypothesis to delivering and interpreting results. Examples are drawn from across the Earth, ocean, atmospheric and planetary sciences.[3-0-0]</p> <p><b>Prerequisites:</b> (a) 3<sup>rd</sup> year standing in Geophysics, Environmental Science, Earth and Ocean Science, Atmospheric Science, Geology, Oceanography or Geological Engineering; (b) STAT 200 or BIOL 300; (c) MATH 200 or EOSC 250; (d) EOSC 211; (e) EOSC 212 or ENVR 300; (f) CPSC 203 or CPSC 210.</p>	<p><b>Action:</b> Create new course.</p> <p><b>Rationale for Proposed Change:</b> This course will replace EOSC 454 “Applied Geophysics” as a 4<sup>th</sup> year capstone class in the Geophysics (GEOP) Major/Honours program. Modern problems in pure and applied geophysics, as well as in Earth and planetary sciences in general, increasingly involve characterizing and understanding data sets that are exceedingly large and also highly complex. Accordingly, this class will critically train students in the application of existing cutting-edge methods in data analysis and empirical modeling methods to classes of data-oriented research problems in Earth, ocean, atmospheric, environmental and planetary sciences. The challenge for students is not simply to acquire technical skill, but to know how to deploy often</p>

	<p>relatively basic skills in their discipline. The course is intended for upper level students across EOAS programs who need access to these tools in order to deepen their understanding of their field/specialization without having an advanced background in mathematics, statistics and/or computer science. This course complements GEOP capstone classes EOSC 450 Potential Fields in Earth and Planetary Science and EOSC 453 Physics of the Earth and other Planets, which stress skills in physical modeling and remote sensing.</p> <p>This course has been trialed for the last three years: as EOSC 448 (Directed studies) cross-listed with EOSC 510 for two years (2016WT1; 2017WT1), and as EOSC 454/510 (2018WT2). Since Dr. Radic took over the EOSC 510 course from Dr. Hsieh in 2014, the enrollment has risen from 6 students (2014WT1; grads only) to 45 students (2018WT2; grads and undergrads).</p> <p>This course will be introduced into the undergraduate program as a core course in GEOP. The cross-listed EOSC 510 course currently attracts a significant population of graduate students from across the natural sciences from UBC and SFU. The proposed EOSC 410 course will be cross-listed with EOSC 510.</p> <p>The prerequisites enable students from Geophysics, Geological Engineering, Geology, Atmospheric Science, Oceanography, Environmental Science and Earth and Ocean Science to take the course as a technical elective. The goal in their choice is to enable a greater diversity and size of enrollment.</p> <p><b>Supporting Documents: SCI-18-2-EOSC 410</b></p>
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# ENGINEERING PHYSICS

**Category: (1)**

[illegible]

	<p>accredited Engineering Program, we are responsible for assessing and quantifying our students' performance in the key Graduate Attributes as defined in our accreditation documents, and the ENPH 353 grade will be used in part to quantify our students' performance in engineering design, communication, and professionalism.</p> <p><b>Supporting Documents: SCI-18-2-ENPH 353</b></p>
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# FORENSIC SCIENCES

**Category: (1)**

**Faculty:** Science

**Department: Biochemistry & Molecular Biology**

**Faculty Approval Date:** March 6, 2019

**Date:** March 6, 2019

**Contact Person:** Warren Williams

**Phone:** 604-822-8719

**Email:** [wwarren@mail.ubc.ca](mailto:wwarren@mail.ubc.ca)

**Effective Date for Change:** 19S

**Proposed Calendar Entry:**

## FSCT 398 (3) Co-op Work Placement I

**Approved and supervised technical work experience in either an industrial, public, or academic laboratory or a law enforcement agency for a minimum of 14 weeks. Technical report required. Restricted to students admitted to the Co-op Program in Biochemistry and Forensic Science.**

**This course is not eligible for Credit/D/Fail grading.**

**Prerequisite: Completion of academic third year in Biochemistry and Forensic Science Honours program is required.**

**Present Calendar Entry:**

**Action:** Create new course.

**Rationale:** This will be a co-operative work placement course for students enrolled in Combined Honours in Biochemistry and Forensic Science.

**X** Not available for Cr/D/F grading.

**Rationale for not being available for Cr/D/F):** The course is a placeholder course for students doing co-operative work placements. There are no exams, assignments or grades associated with these courses.

☒ Pass/Fail or ☐ Honours/Pass/Fail grading

**Category: (1)**

[illegible]

**Category: (1)**

<b>Faculty:</b> Science <b>Department:</b> Biochemistry & Molecular Biology <b>Faculty Approval Date:</b> March 6, 2019	<b>Date:</b> March 6, 2019 <b>Contact Person:</b> Warren Williams <b>Phone:</b> 604-822-8719 <b>Email:</b> wwarren@mail.ubc.ca
<b>Effective Date for Change:</b> 19S <b>Proposed Calendar Entry:</b>  FSCT 412 (3) <b>Instrumental Analysis for Forensic Chemistry</b>  Credit limited to students in the Joint Degree Program in Biochemistry and Forensic Science. Same as BCIT FSCT 8156. <b>[3-0-0]</b>	<b>Present Calendar Entry:</b>  FSCT 412 (3) <del>Forensic Chemistry and Toxicology</del>  Credit limited to students in the Joint Degree Program in Biochemistry and Forensic Science. Same as BCIT FSCT 8156.  <b>Action:</b> Update course title and add missing vector.  <b>Rationale:</b> This course was developed by the BCIT Forensic Science and Technology department allows students to expand on the fundamental theory and techniques that the students learn in their second year UBC Analytical Chemistry (CHEM 211) course and laboratory. Students in this course gain a wealth of hands-on laboratory skills in this course by conducting numerous laboratory exercises in BCIT's "state-of-the-art" analytical chemistry laboratory (including a LC-MS/MS, ICP-MS/MS and GC-MS instruments). Students also gain knowledge and skills to conduct an analysis in the following areas of forensic investigation: homicide; sexual assault; drug analysis; driving impairment; and death investigation. In addition, this course involves industry presentations from forensic experts from the RCMP, Health Canada, and private laboratories. Presentations allow the students to see how these chemistry techniques are being utilized in industry and have an opportunity to network with these presenters.  <b>Supporting Documents:</b> SCI-18-2-FSCT 412

**Category: (1)**

[illegible]



**Category: (1)**

[illegible]

## GEOGRAPHICAL SCIENCES

**Category: (1)**

<p><b>Faculty:</b> Science  <b>Department:</b> Geography  <b>Faculty Approval Date:</b> March 6, 2019</p>	<p><b>Date:</b> March 6, 2019  <b>Contact Person:</b> Warren Williams  <b>Phone:</b> 604-822-8719  <b>Email:</b> wwarren@mail.ubc.ca</p>
<p><b>Effective Date for Change:</b> 19S  <b>Proposed Calendar Entry:</b></p> <p>GEOB 408 (3) <b>The Changing Cryosphere</b></p> <p>Formation of ice masses and their evolution including snowpacks, glaciers, and ice sheets. Relationships between ice and climate including <b>records of climate change</b>, glacier dynamics and <b>ice-related hazards</b>. [3-0-0]</p> <p>Prerequisite: One of PHYS 101, PHYS 107, PHYS 153, SCIE 001 and one of GEOB 305, GEOB 308.</p>	<p><b>Present Calendar Entry:</b></p> <p>GEOB 408 (3) <del>Snow and Ice Processes</del></p> <p>Formation of <del>snow and</del> ice masses and their evolution including snowpacks, glaciers, and ice sheets. Relationships between <del>snow, ice, and</del> climate including glacier dynamics and <del>avalanche forecasting. Weekend field trip.</del> [3-0-0]</p> <p>Prerequisite: One of PHYS 101, PHYS 107, PHYS 153, SCIE 001 and one of GEOB 305, GEOB 308.</p> <p><b>Action:</b> Update of course title and description</p> <p><b>Rationale:</b> Snow and Ice processes as a descriptor is increasingly seen as simplistic. The term ‘Cryosphere’ is now more commonly used, as in the IPCC, to reflect the frozen components of the hydrosphere. This course has evolved significantly over the past decade, with faculty retirements and changes in instructor research interests, from a prior focus on avalanches and avalanche forecasting to the updated role of glaciers and ice sheets in the climate system. The updated calendar entry reflects this new, broader focus of the course. There is also no longer a requirement of a weekend field trip; given students’ busy schedules and limited logistics, field trips have by necessity become optional.</p> <p><b>Supporting Documents:</b> SCI-18-2-GEOB 408</p>

**Category: (1)**

<b>Faculty:</b> Science <b>Department:</b> Geography <b>Faculty Approval Date:</b> March 6, 2019	<b>Date:</b> March 6, 2019 <b>Contact Person:</b> Warren Williams <b>Phone:</b> 604-822-8719 <b>Email:</b> wwarren@mail.ubc.ca
<b>Effective Date for Change:</b> 19S <b>Proposed Calendar Entry:</b>  <p>GEOB 409 (3) <b>Advanced</b> Field Studies in <b>Geographical Sciences</b></p> <p>Advanced research design, field sampling methods, instrumentation, mapping techniques, data analysis and management; self-directed field <b>based research</b> [2-<b>2</b>-0]</p> <p>Prerequisite: GEOB 309. Third-year standing in Geographical <b>Sciences, Environmental Sciences or Major in Geography (Environmental and Sustainability)</b>.</p>	<b>Present Calendar Entry:</b>  <p>GEOB 409 (3) <del>Self-Directed</del> Field Studies in <del>Physical Geography</del></p> <p>Advanced research design, field sampling methods, instrumentation, surveying, mapping techniques, data analysis and management; self-directed field <del>work; 1 lecture per week during term and a multi-day field camp in April or May.</del> [2-<del>0</del>-0]</p> <p>Prerequisite: GEOB 309. Third-year standing in Geographical <del>Biogeosciences Major</del>.</p> <p><b>Action:</b> Update to course title and description, and correct vector</p> <p><b>Rationale:</b> There is a long tradition of offering rigorous learning experiences outside the classroom in the discipline of Geography at UBC; however, most of these efforts have been focused on a single course at the third-year level, run as a field camp (GEOB 309, GEOG 317), and/or have not run in recent years. This course was originally introduced several years ago by a new faculty member, and was designed to fill a gap in upper level BSc. courses that provided a capstone research experience and opportunity to engage in self-directed fieldwork during the academic year, without requiring an Honours thesis. At the time the course was originally developed, it focused solely on students in the BSc. program in Geography, and required them to attend a field camp following the spring term. Since then, there has been significant interest in including a capstone, self-directed research experience as a key learning objective across several undergraduate programs from which the</p>

	<p>majority of interested students are recruited, including the Geographical Sciences and Major in Geography (Environmental and Sustainability) programs. The new name will facilitate recruitment from these streams, as well as from the Environmental Sciences program.</p> <p><b>Supporting Documents: SCI-18-2-GEOB 409</b></p>
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# INTEGRATED SCIENCES

**Category: (1)**

**Faculty:** Science  
**Department:** Integrated Sciences  
**Faculty Approval Date:** March 6, 2019

**Date:** March 6, 2019  
**Contact Person:** Warren Williams  
**Phone:** 604-822-8719  
**Email:** [wwarren@mail.ubc.ca](mailto:wwarren@mail.ubc.ca)

**Effective Date for Change:** 19S

**Proposed Calendar Entry:**

**ISCI 461 (3) Comparative Field Research  
Course: Systems Approaches to Regional  
Sustainability**

**Systems science approaches encompassing geological, hydrological, ecological, atmospheric sciences, and energy systems to investigate, analyze and research two unique regions of the world. Course location may vary; course location must be different than ISCI 361; fee payable prior to field course. [3-0-0]**

**Prerequisite: ISCI 361.**

### Present Calendar Entry:

**Action:** Create new course.

**Rationale:** The Integrated Sciences specialization offers multiple field course locations exposing students to real world issues surrounding systems and sustainability. Currently students are limited to participating in only one field course giving them a narrow understanding of systems and sustainability issues around the world.

This field research course will be offered as an opportunity for students to engage in an advanced comparative research project, enabling them to analyze and understand the diversity of two geographically unique systems and engage in reflective research on the differences and similarities between the systems and sustainability issues within each location.

Supporting Documents: SCI-18-2-ISCI 461

## MICROBIOLOGY & IMMUNOLOGY

**Category: (1)**

**Faculty:** Science  
**Department:** Microbiology & Immunology  
**Faculty Approval Date:** March 6, 2019

**Date:** March 6, 2019  
**Contact Person:** Warren Williams  
**Phone:** 604-822-8719  
**Email:** wwarren@mail.ubc.ca

**Effective Date for Change:** 19S

**Proposed Calendar Entry:**

## MICB 413 (3) Topics in Microbiome Research

**Critical examination and discussion of contemporary research literature concerning the impact of host-associated microbiomes on host development, health and disease with a focus on humans. Priority given to students in Microbiology and Immunology specializations. [3-0-0]**

**Prerequisite: Fourth year standing in Science and either (a) MICB 302 and one of MICB 308, BIOL 335 or (b) BIOT 380.**

**Present Calendar Entry:**

**Action:** Create new course.

**Rationale:** Microbial communities have co-evolved with multiple plant and animal host organisms, including humans. These communities support host health and development by liberating nutrients, educating immune systems and providing protection from pathogen infection. Understanding host-microbiome interactions is one important focus of contemporary research in Microbiology and Immunology. Through a discussion-based critical examination of selected host-microbiome research literature, MICB 413 students will learn how microorganisms contribute to a variety of biologically important host processes throughout the lifetime of the host as well as the approaches and methods used to understand these host-microbiome interactions.

**Supporting Documents: SCI-18-2-MICB 413**



17 April 2019

To: Vancouver Senate  
From: Senate Curriculum Committee  
Re: April Certificate Proposals (information)

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Please find attached the following certificate programs for your information:

*Certificate in Early Years Education (EYED)*

*Certificate in Infant Development and Supported Childcare (IDSC)*

*Certificate in Health and Wellness*

*Undergraduate Certificate in Textiles Studies*

*Certificate in Teaching About Visual and Material Culture*

*Certificate in Teacher Librarianship (LIBE)*

*Certificate in Teaching English as a Second Language (TESL)*

Respectfully submitted,

Dr. Peter Marshall, Chair

Senate Curriculum Committee



17 April 2019

To: Vancouver Senate  
From: Senate Curriculum Committee  
Re: April Certificate Proposals (information)

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Please find attached the following certificate programs for your information:

*Certificate in Early Years Education (EYED)*

*Certificate in Infant Development and Supported Childcare (IDSC)*

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*Undergraduate Certificate in Textiles Studies*

*Certificate in Teaching About Visual and Material Culture*

*Certificate in Teacher Librarianship (LIBE)*

*Certificate in Teaching English as a Second Language (TESL)*

Respectfully submitted,

Dr. Peter Marshall, Chair

Senate Curriculum Committee





## UBC Faculty of Education Undergraduate Certificate Proposal

### ***Proposed Undergraduate Certificate Programs:***

1. Certificate in Early Years Education (EYED)
2. Certificate in Infant Development and Supported Childcare (IDSC)
3. Certificate in Health and Wellness
4. Undergraduate Certificate in Textiles Studies
5. Certificate In Teaching About Visual and Material Culture
6. Certificate in Teacher Librarianship (LIBE)
7. Certificate in Teaching English as a Second Language (TESL)

### ***Date of Submission:***

March 12, 2019

### ***Sponsoring Faculty:***

Faculty of Education

### ***Contact Person:***

Name: Dr. Shawna Faber, Faculty of Education

Telephone: 604-822-8004

Email: [Shawna.faber@ubc.ca](mailto:Shawna.faber@ubc.ca)

### ***Supporting UBC Partners or External Partners:***

*Most of the certificates are administered through the Faculty of Education's [Professional Development and Community Engagement \(PDCE\)](#) unit. The PDCE unit works within UBC's Faculty of Education to offer professional development opportunities for teachers and education professionals working in BC and beyond.*

*Others involved in these Undergraduate Certificate programs in the Faculty of Education include:*

- Early Childhood Education (ECED)
- Department of Curriculum and Pedagogy (EDCP)
- Department of Language and Literacy Education (LLED)

*Kwantlen Polytechnic University is a partner university for the Certificate in Textiles Studies. In this case, the certificate program consists of five courses – three from UBC, and two from Kwantlen.*

### ***Description***

These certificate programs were created in the Faculty of Education to provide non-conferred recognition for UBC students taking particular groupings of courses. In most cases these programs have been running successfully for a number of years and fulfill a need in the field for students to gain more expertise in an area of focus.



These certificate programs utilize existing courses in the Faculty of Education (and in one case—Textiles Studies—existing courses in a partner University). These include both graduate and undergraduate courses that are widely taken by other students in the Faculty, including those in the B.Ed. program, the B.A. program, graduate programs, and by unclassified students. The need for this certificate is widely understood and accepted within each particular field in which it is offered.

### ***Rationale***

This initiative is to bring these certificates in line with Senate approval requirements and to add these certificates to the UBC Calendar.

### ***Length & Duration***

All but one certificate requires the completion of 5 existing credit courses, or 15 credits. In one specific case (Certificate in Teaching English as a Second Language) those with experience in the field can earn a course-based-only certificate with 12 credits (4 courses) but those without experience could complete a 3-credit practicum along with the courses to earn a 15-credit certificate.

### ***Curriculum Topics by Certificate***

See attached Category 1 calendar change proposals.

### ***Target learners***

The Faculty of Education offers teachers and other education professionals a variety of learning options – including certificates and diplomas – for those wishing to increase their expertise in a chosen specialization.

### ***Student Admission Criteria***

Applicants to all Certificates must meet the minimum standards for admission to study at the University of British Columbia, including language proficiency, and all other requirements for admission. To register in courses offered for credit, students must be admitted to the UBC Faculty of Education, Vancouver campus. Some certificates require experience working in a field relevant to the certificate. See attached Cat 1 proposals for specifics on admission criteria for each certificate.

### ***Program Delivery Format***

Some of the certificate courses are delivered fully online, fully face-to-face, or in a combined format.

### ***Marketing / promotion strategy***

Marketing and promotional strategies are mainly limited to inclusion of the certificates on the Faculty of Education website. Other promotional strategies are managed through the units, departments or through PDCE and are included in their pre-existing budget.

### ***Assessment of impact on departmental and university resources***

There is no anticipated impact on unit, departmental, or university resources. Certificate courses are regular courses that have been running for a number of years.

### ***Assessment of financial viability***

Currently, given the difficulty of tracking certificate participants, actual revenue generated by certificates can't be tracked. Because the certificate courses are offered as part of the regular schedule they don't add a cost to the unit or department; rather, these add enrollment to pre-existing courses. The existence of the certificate programs has not imposed any significant costs on the Faculty, and no changes that would



increase their cost are proposed or anticipated. Accordingly, the certificate programs are expected to remain financially viable.

### ***Fees***

Tuition for courses applied toward a certificate will be charged on a per-credit basis. Current tuition fees are found in the UBC Calendar: [Non-Degree Studies Tuition](#). No additional fees are collected from students to undertake a certificate, nor is there a separate admissions process at UBC. However, some certificates may require payment of a \$25.00 fee to the department offering the certificate.

### ***Advisory Committee***

Each certificate is managed by the unit or department in which it is held. Some of these work in concert with PDCE in terms of management and running of the programs. These are all held within the Faculty of Education.



## UBC Curriculum Proposal Form Change to Course or Program

### Category: (1)

<p><b>Faculty:</b> Education  <b>Department:</b> Early Childhood Education  <b>Faculty Approval Date:</b> March 12, 2019  <b>Effective Session (W or S):</b> S  <b>Effective Academic Year:</b> 2019</p>	<p><b>Date:</b> February 7, 2019  <b>Contact Person:</b> Iris Berger  <b>Phone:</b> 604-822-6593  <b>Email:</b> iris.berger@ubc.ca</p>						
<p><b>Proposed Calendar Entry:</b></p> <p><b>Certificate in Early Years Education (EYED)</b></p> <p>The Certificate in Early Years Education (EYED) focuses broadly on developing Early Childhood Education (ECE) curricula and the principles of teaching and learning in the early years (preschool to Grade 3).</p> <p><b>Admission Requirements</b></p> <p>1) A Bachelor's degree in Education, or related field, such as Nursing, Early Childhood Education, Psychology.</p> <p>OR</p> <p>2) Post-secondary education (e.g., College Education) in fields such as Early Childhood Education, Educational Assistant, or Behavioral Consultant.</p> <p>OR</p> <p>3) A minimum of 2 years of experience working in the field with young children.</p> <p><b>Certificate Requirements</b></p> <p>Students must complete a total of 15 credits, consisting of:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">ECED 405</td> <td style="width: 20%; text-align: right;">3</td> </tr> <tr> <td>Any 400-level ECED courses</td> <td style="text-align: right;">12</td> </tr> <tr> <td><b>Total Credits</b></td> <td style="text-align: right;"><b>15</b></td> </tr> </table>	ECED 405	3	Any 400-level ECED courses	12	<b>Total Credits</b>	<b>15</b>	<p><b>URL:</b> N/A</p> <p><b>Present Calendar Entry:</b>  N/A</p> <p><b>Type of Action:</b> Addition of this Certificate Program to the UBC Calendar</p> <p><b>Rationale for Proposed Change:</b></p> <p>The proposed addition of the Certificate in Early Years Education (EYED) is to come in line with UBC's decision to have all university certificates approved by Senate. We are combining three similar certificates into one Certificate in Early Years Education: Educating Young Children (EYC), Enhanced Early Learning (EEL) and Kindergarten Instruction Certificate (KIND), which are all currently offered. The EYED certificate is in line with new policies from the BC Ministry of Education (BC Early Learning Framework) that provide guidelines on practice with respect to children ages birth to 8 years of age.</p> <p>The EYED certificate is a 15-credit certificate to meet the professional development needs of Kindergarten and Primary teachers and Early Childhood Education professionals. These courses are existing courses in Early Childhood in the Faculty of Education that are widely taken by Masters students including those in early childhood, education minor students, Bachelor of Education students and unclassified students. The need for this certificate is widely understood and accepted</p>
ECED 405	3						
Any 400-level ECED courses	12						
<b>Total Credits</b>	<b>15</b>						



### Application to Receive Certificate

Upon completion of all required courses, students **must apply** to receive their certificate from the Professional Development and Community Engagement (PDCE) unit in the Faculty of Education:

<http://pdce.educ.ubc.ca/diplomas-certificates/>.

Following confirmation of students' successful completion of all required courses, students will receive a certificate from PDCE.

within the field. Many BC school districts require teachers to take one or more of these courses as credentials to teach Kindergarten and Primary grades.

### Category: (1)

<p><b>Faculty:</b> Education  <b>Department:</b> Early Childhood Education  <b>Faculty Approval Date:</b> March 12, 2019  <b>Effective Session (W or S):</b> S  <b>Effective Academic Year:</b> 2019</p>	<p><b>Date:</b> Feb. 7, 2019  <b>Contact Person:</b> Iris Berger  <b>Phone:</b> 604-822-6593  <b>Email:</b> iris.berger@ubc.ca</p>
<p><b>Proposed Calendar Entry:</b></p> <p><b>Certificate in Infant Development and Supported Childcare (IDSC)</b></p> <p>This certificate program aims to provide students with a basic foundation in the knowledge and skills needed to work with young children (birth to 9 years) with special needs and their families, especially in the Infant Development Program (IDP) and the Supported Child Development program (SCD).</p> <p><b>Admission Requirements</b></p> <p>1) A Bachelor's degree in Education, or related field, such as Nursing, Early Childhood Education, Psychology.</p>	<p><b>URL:</b> N/A</p> <p><b>Present Calendar Entry:</b> N/A</p> <p><b>Type of Action:</b> Addition of this Certificate Program to the UBC Calendar</p> <p><b>Rationale for Proposed Change:</b> The proposed addition of the Certificate in Infant Development and Supported Childcare is to come in line with UBC's decision to have all</p>



<p>OR</p> <p>2) Post-secondary education (e.g., College Education) in fields such as Early Childhood Education, Educational Assistant, or Behavioral Consultant.</p> <p>OR</p> <p>3) A minimum of 2 years of experience working in the field with young children.</p> <p><b>Certificate Requirements</b></p> <p>Students must complete a total of 15 credits, consisting of:</p> <table> <tr> <td>EPSE 348</td> <td>3</td> </tr> <tr> <td>EPSE 406</td> <td>3</td> </tr> <tr> <td>ECED 439</td> <td>3</td> </tr> <tr> <td>Two of ECED 440, 441, 442</td> <td>6</td> </tr> <tr> <td><b>Total Credits</b></td> <td><b>15</b></td> </tr> </table> <p><b>Application to Receive Certificate</b></p> <p>Upon completion of all required courses, students <b>must apply</b> to receive their certificate from the Professional Development and Community Engagement (PDCE) unit in the Faculty of Education:  <a href="http://pdce.educ.ubc.ca/diplomas-certificates/">http://pdce.educ.ubc.ca/diplomas-certificates/</a>.</p> <p>Following confirmation of students' successful completion of all required courses, students will receive a certificate from PDCE.</p>	EPSE 348	3	EPSE 406	3	ECED 439	3	Two of ECED 440, 441, 442	6	<b>Total Credits</b>	<b>15</b>	<p>university certificates approved by Senate. This is a 15-credit certificate to meet the professional development needs of infant development and supported child development consultants. These courses are existing courses in Early Childhood in the Faculty of Education that are widely taken by Masters students (including those in Early Childhood Education), BA with a Minor in Education, Early Childhood Education Specialization and unclassified students. The need for this certificate is widely understood and accepted within the field.</p>
EPSE 348	3										
EPSE 406	3										
ECED 439	3										
Two of ECED 440, 441, 442	6										
<b>Total Credits</b>	<b>15</b>										

**Category: (1)**



<p><b>Faculty:</b> Education  <b>Department:</b> Curriculum and Pedagogy  <b>Faculty Approval Date:</b> March 12, 2019  <b>Effective Session (W or S):</b> S  <b>Effective Academic Year:</b> 2019</p>	<p><b>Date:</b> February 4, 2019  <b>Contact Person:</b> Saroj Chand  <b>Phone:</b> 604-822-3699  <b>Email:</b> Saroj.chand@ubc.ca</p>
<p><b>Proposed Calendar Entry:</b></p> <p><b>Certificate in <a href="#">Health &amp; Wellness</a></b></p> <p>This certificate program is aimed at educators who work with children and young people and contributes to the ongoing professional development of knowledge and skills in the area of Health Education.</p> <p><b>Admission/Eligibility to Complete Certificate</b></p> <p>Applicants not already enrolled in a degree program at the University of British Columbia may be admitted to the Undergraduate Certificate in Health and Wellness, provided that they meet the minimum standards for <a href="#">admission to undergraduate study</a> at the University of British Columbia, including language proficiency, and the requirements for admission to the diploma program in <a href="#">Health and Wellness</a>.</p> <p>University of British Columbia undergraduate students already enrolled in the third or fourth year of one of the degree programs listed below as “eligible degree programs” may complete the Undergraduate Certificate in Health and Wellness, but are not required to formally apply for admission to the program. As described below, such students are eligible to apply to receive the certificate upon completion of the certificate requirements. Students should consult with their home Faculty and/or Department prior to completing the certificate requirements to confirm their eligibility for the certificate</p>	<p><b>URL:</b> N/A</p> <p><b>Present Calendar Entry:</b> N/A</p> <p><b>Type of Action:</b></p> <p>Addition of this Certificate Program to the UBC Calendar</p> <p><b>Rationale for Proposed Change:</b></p> <p>The proposed addition of the Certificate in <a href="#">Health &amp; Wellness</a> is to come in line with UBC’s decision to have all university certificates approved by Senate. This is a 15-credit certificate to meet the professional development needs of Teachers in Health and Wellness. These courses are existing courses in the Faculty of Education that are widely taken by undergraduate students in the B.Ed program including those in the B.A. program and other unclassified students. The need for this certificate is widely understood and accepted within the field.</p> <p>Health is a state of being and is referred to as an absence of disease or illness. While related, wellness is more than being free from illness. It is about balance and thus is a dynamic process of being. Working with young people in schools requires their active engagement in building awareness about body, mind and spirit wellness within a healthy and sustainable environment. It also engages with ways to make choices toward a healthy and fulfilling life.</p>



program and the impact of completing the certificate on their progression towards their degree program.

Students enrolled in UBC degree programs other than those listed below are not eligible to complete the Undergraduate Certificate in Health and Wellness, but may complete the required courses as electives if permitted by their degree program.

Eligible degree programs:

1. B.A.Sc. (Faculty of Applied Science)
2. B.Ed. (Faculty of Education)
3. B.Kin. (Faculty of Education)
4. B.Sc. (Faculty of Science)

### **Certificate Requirements**

The certificate program consists of 15 credits (five 3-credit courses, from the 300 level or higher). All students are required to take three core curriculum and pedagogy courses plus two electives. To find available course sections, visit the UBC Course Calendar and search by course code.

#### **Core Courses:**

EDCP 325 (3)

EDCP 326 (3)

EDCP 327 (3)

#### **Electives**

Two electives are to be taken from any two of the following areas of focus. Courses may be available during evening sessions at UBC campus, or online where available.

#### **Counselling Psychology & Career Planning**

CNPS 363 (3)

CNPS 427 (3)

EDCP 497 (3)

#### **Healthy Living**





<p>ENH 355 (3) HKIN 366 (3) HKIN 381 (3)</p> <p><b>Relationship</b> FMST 314 (3) FMST 316 (3) SOC 312 (3) SOC 369A (3)</p> <p><b>First Nations</b> EDCP 362 (3)</p> <p><b>Application to Receive Certificate</b> Upon completion of all required courses, students enrolled in the Undergraduate Certificate must apply to receive their certificate from the Professional Development and Community Engagement (PDCE) unit in the Faculty of Education: <a href="http://pdce.educ.ubc.ca/diplomas-certificates/">http://pdce.educ.ubc.ca/diplomas-certificates/</a>. Following confirmation of students' successful completion of all required courses, students will receive a certificate from PDCE.</p>	
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**UBC Curriculum Proposal Form**  
**Change to Course or Program**  
**Category: (1)**

<p><b>Faculty:</b> Education <b>Department:</b> Curriculum and Pedagogy <b>Faculty Approval Date:</b> March 12, 2019 <b>Effective Session (W or S):</b> S <b>Effective Academic Year:</b> 2019</p>	<p><b>Date:</b> February 4, 2019 <b>Contact Person:</b> Saroj Chand <b>Phone:</b> 2-3699 <b>Email:</b> Saroj.chand@ubc.ca</p>
<p><b>Proposed Calendar Entry:</b></p> <p>Undergraduate <a href="#">Certificate in Textiles Studies</a></p> <p>A Collaboration with Kwantlen Polytechnic University</p> <p>This program is designed for teachers of</p>	<p><b>URL:</b> N/A</p> <p><b>Present Calendar Entry:</b> N/A</p> <p><b>Type of Action:</b> Addition of this Certificate Program to the UBC Calendar.</p>



Textiles studies who want to strengthen their knowledge in the area, or for teachers who want to develop expertise for the teaching of textiles studies. The certificate program consists of five courses – three from UBC and two from KPU.

### **Admission/Eligibility to Complete Certificate**

Applicants not already enrolled in a degree program at the University of British Columbia may be admitted to the Undergraduate Certificate in Textiles Studies provided that they meet the minimum standards for admission to undergraduate study at the University of British Columbia, including language proficiency, and the requirements for admission to the diploma program in Textiles Studies.

University of British Columbia undergraduate students already enrolled in the third or fourth year of one of the degree programs listed below as “eligible degree programs” may complete the Undergraduate Certificate in Textiles Studies but are not required to formally apply for admission to the program. As described below, such students are eligible to apply to receive the certificate upon completion of the certificate requirements. Students should consult with their home Faculty and/or Department prior to completing the certificate requirements to confirm their eligibility for the certificate program and the impact of completing the certificate on their progression towards their degree program.

Students enrolled in UBC degree programs other than those listed below are not eligible to complete the Undergraduate Certificate in Textiles Studies, but may complete the required courses as electives

### **Rationale for Proposed Change:**

The proposed addition of the [Certificate in Textiles Studies](#) is to come in line with UBC’s decision to have all university certificates approved by Senate. This is a 15-credit certificate to meet the professional development needs of Teachers. These courses are existing courses in the Faculty of Education that are widely taken by undergraduate students in the B.Ed program including those in the B.A. program and other unclassified students. The need for this certificate is widely understood and accepted within the field.

In 1999 UBC discontinued the department that offered a degree - Bachelor of Home Economics that covered the content necessary to be a home economics teacher amongst other professions. As a result, the university lost the capacity to need the professional needs and so the development of a mutually beneficial relationship with KPU was established. KPU offers a range of courses that focus on the development of the textiles skills and knowledges that are required by home economics teachers.



if permitted by their degree program.

If you are considering this certificate for transfer/inclusion in your Diploma in Home Economics Education, please contact a program coordinator for approval.

Eligible degree programs:

1. Diploma in Education (Home Economics) (UBC)
2. B. Fashion Design and Technology (KPU)
3. B.A. (Faculty of Arts) (UBC)
4. B.A.Sc. (Faculty of Applied Science) (UBC)
5. B.Sc. (Faculty of Science) (UBC)

### **Certificate Requirements**

- The certificate program consists of five courses – three from UBC, and two from KPU.
- Summer institutes may be available at UBC and KPU.
- These courses can be taken as part of the certificate program, or individually with no plan to achieve a certificate.
- Pre-requisites: You should have completed at least one introductory course in apparel construction.

### **UBC Courses**

EDCP 362B (3)

EDCP 304 (6)

EDCP 492 (3)

EDCP 498 (3)

### **KPU Courses**

FSDP 9012 Beginner's Sewing

FSDP 9017 Textiles Techniques for the Classroom with Felting

FSDP 9007 Fashion Drawing/Design and Portfolio

FSDP 9019 Re-Work Commercial Patterns

FSDP 9004 Textiles Studies-Knits



<p>Total Credits 15</p> <p><b>Application to Receive Certificate</b> Upon completion of all required courses, students enrolled in the Undergraduate Certificate must apply to receive their certificate from the Professional Development and Community Engagement (PDCE) unit in the Faculty of Education: <a href="http://pdce.educ.ubc.ca/diplomas-certificates/">http://pdce.educ.ubc.ca/diplomas-certificates/</a>. Following confirmation of students' successful completion of all required courses, students will receive a certificate from PDCE.</p>	
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**Category: (1)**

<p><b>Faculty:</b> Education <b>Department:</b> Curriculum and Pedagogy <b>Faculty Approval Date:</b> <b>Effective Session (W or S):</b> S <b>Effective Academic Year:</b> 2019</p>	<p><b>Date:</b> February 28, 2019 <b>Contact Person:</b> Saroj Chand <b>Phone:</b> 604- 822-3699 <b>Email:</b> Saroj.chand@ubc.ca</p>
<p><b>Proposed Calendar Entry:</b></p> <p><b>Certificate in Teaching About Visual and Material Culture</b></p> <p>This 15-credit certificate program is designed to engage educators with visual and material culture ideas, issues, and practices. Although the emphasis will be on K–12, this certificate provides an opportunity for educators at all levels to learn outside the traditional classroom. Both credit and non-credit options are available.</p> <p><b>Admission Requirements</b></p> <p>Eligible degree programs, any one of the following:</p>	<p><b>URL:</b> N/A</p> <p><b>Present Calendar Entry:</b> N/A</p> <p><b>Type of Action:</b> Addition of this Certificate Program to the UBC Calendar</p> <p><b>Rationale for Proposed Change:</b></p> <p>The proposed addition of the Certificate in Teaching About Visual and Material Culture is to come in line with UBC's decision to have all university certificates approved by Senate. This is a 15-credit certificate to meet the professional development needs of</p>



<p>1. B.A. 2. B.F.A. 3. B.Ed.</p> <p><b>Certificate Requirements</b></p> <p>Students must complete a total of 15 credits, consisting of:</p> <table style="width: 100%;"> <tr> <td>EDCP 303</td> <td style="text-align: right;">6</td> </tr> <tr> <td>EDCP 304</td> <td style="text-align: right;">6</td> </tr> <tr> <td>EDCP 408 or EDCP 409</td> <td style="text-align: right;">3</td> </tr> <tr> <td><b>Total Credits</b></td> <td style="text-align: right;"><b>15</b></td> </tr> </table> <p>Upon completion of all required courses, students must apply to receive their certificate from the Professional Development and Community Engagement (PDCE) unit in the Faculty of Education: <a href="http://pdce.educ.ubc.ca/diplomas-certificates/">http://pdce.educ.ubc.ca/diplomas-certificates/</a>. Following confirmation of students' successful completion of all required courses, students will receive a certificate from PDCE.</p>	EDCP 303	6	EDCP 304	6	EDCP 408 or EDCP 409	3	<b>Total Credits</b>	<b>15</b>	<p>Teachers About Visual and Material Culture. These courses are existing courses in Art Education in the Faculty of Education that are widely taken by undergraduate students in the B.Ed. and B.A. program and other unclassified students. The need for this certificate is widely understood and accepted within the field.</p> <p><input type="checkbox"/> <b>Not available for Cr/D/F grading (undergraduate courses only)</b> (Check the box if the course is NOT eligible for Cr/D/F grading and provide the rationale for this below. Note: Not applicable to graduate-level courses.)</p> <p><b>Rationale for not being available for Cr/D/F:</b> The default is that undergraduate courses are offered for Cr/D/F unless there is a significant reason as to why it should not be so.</p> <p><input type="checkbox"/> <b>Pass/Fail or</b> <input type="checkbox"/> <b>Honours/Pass/Fail grading</b> (Check one of the above boxes if the course will be graded on a P/F or H/P/F basis. Default grading is percentage)</p>
EDCP 303	6								
EDCP 304	6								
EDCP 408 or EDCP 409	3								
<b>Total Credits</b>	<b>15</b>								

**Category: 1**

<p><b>Faculty:</b> Education <b>Department:</b> Language and Literacy Education <b>Faculty Approval Date:</b> March 12, 2019 <b>Effective Session (W or S):</b> S <b>Effective Academic Year:</b> 2019</p>	<p><b>Date:</b> February 6, 2019 <b>Contact Person:</b> Marlene Asselin <b>Phone:</b> 604 822 5733 <b>Email:</b> marlene.asselin@ubc.ca</p>
<p><b>Proposed Calendar Entry:</b></p> <p><b>Certificate in Teacher Librarianship</b></p>	<p><b>URL:</b> N/A</p> <p><b>Present Calendar Entry:</b></p>



<p><b>(LIBE)</b></p> <p>The Certificate in Teacher Librarianship provides a basic foundation in the knowledge and skills needed to work in school libraries.</p> <p><b>Admission/Eligibility to Complete Certificate</b></p> <ol style="list-style-type: none"> <li>1) Bachelor of Education or equivalent; and</li> <li>2) A minimum of 2 years of teaching experience, preferably in British Columbia and/or anywhere in Canada, including Teacher on Call experience.</li> </ol> <p><b>Certificate Requirements</b></p> <p>Students must complete a total of 15 credits, consisting of <b>either</b>:</p> <p>Any FIVE of the following core courses:</p> <ul style="list-style-type: none"> <li>• LIBE 461</li> <li>• LIBE 463</li> <li>• LIBE 465</li> <li>• LIBE467</li> <li>• LIBE 477</li> <li>• LLED 462</li> <li>• LLED 469</li> </ul> <p>OR</p> <p>Any FOUR of the above listed core courses plus ONE of</p> <ul style="list-style-type: none"> <li>• LLED 440</li> <li>• LLED 441</li> <li>• LLED 442</li> <li>• LLED 443</li> <li>• LLED 445</li> <li>• LLED 446</li> <li>• LLED 449</li> <li>• LLED 450</li> <li>• LLED 451</li> <li>• LLED 452</li> </ul>	<p>N/A</p> <p><b>Type of Action:</b> New certificate</p> <p><b>Rationale for Proposed Change:</b> The proposed addition of the Certificate in Teacher Librarianship is to come in line with UBC's decision to have all university certificates approved by Senate. This certificate will allow students who are interested in becoming a teacher librarian to focus on the core areas in library organization and program development. The certificate will also allow them to get recognition by their school districts for qualification in a Teacher Librarian position.</p> <p><input type="checkbox"/> <b>Not available for Cr/D/F grading (undergraduate courses only)</b> (Check the box if the course is NOT eligible for Cr/D/F grading and provide the rationale for this below. Note: Not applicable to graduate-level courses.)</p> <p><b>Rationale for not being available for Cr/D/F:</b> The default is that undergraduate courses are offered for Cr/D/F unless there is a significant reason as to why it should not be so.</p> <p><input type="checkbox"/> <b>Pass/Fail or</b>      <input type="checkbox"/> <b>Honours/Pass/Fail grading</b> (Check one of the above boxes if the course will be graded on a P/F or H/P/F basis. Default grading is percentage.)</p>
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- LLED 453
- LLED 454
- LLED 455
- LLED 456
- LLED 457
- LLED 459

Total Credits 15

**Application to Receive Certificate**

Upon completion of all required courses, students must apply to receive their certificate from the Professional Development and Community Engagement (PDCE) unit in the Faculty of Education:

<http://pdce.educ.ubc.ca/diplomas-certificates/>.

Following confirmation of students' successful completion of all required courses, students will receive a certificate from PDCE.