



Okanagan Senate

THE SIXTH REGULAR MEETING OF
 THE OKANAGAN SENATE
 FOR THE 2021/2022 ACADEMIC YEAR

THURSDAY, 24 FEBRUARY 2022

3:30 P.M. | VIA ZOOM

1. **Call to Order – Dr Santa Ono**
2. **Minutes of the Meeting of 27 January 2022 - Dr Santa Ono** (approval) (docket pages 3-18)
3. **Business Arising from the Minutes – Dr Santa Ono**
4. **Remarks from the Chair - Dr Santa Ono** (information)
5. **Remarks from the Deputy Vice-Chancellor – Dr Lesley Cormack** (information)
6. **Remarks from the Provost *Pro Tem.* – Dr Rehan Sadiq** (information)
7. **Candidates for Degrees – Dr. Santa Ono** (approval)
 The list as approved by the College of Graduate Studies is available for advance inspection by contacting the Senate Office.
 The Chair calls for the following motion:
That the candidates for degrees as recommended by the College of Graduate Studies, be granted the degrees for which they were recommended, effective February 2022, and that a committee composed of the registrar, the appropriate Dean or their appointed designates, and the Chair of the Okanagan Senate, be empowered to make any necessary adjustments. (2/3 majority required)
8. **Admissions & Awards Committee – Ms Tamara Ebl**
 - a. New Award (approval) (docket pages 19-20)
 - b. 2022-2023 Enrolment Targets (approval) (docket pages 21-29)



- 9. Curriculum Committee - Dr Yves Lucet**
Curriculum proposals from Faculty of Science (approval) (docket pages 30-31)
- 10. Learning & Research Committee – Dr Sally Willis-Stewart** Disestablishment of the Regional Socio-Economic Development Institute of Canada (approval) (docket pages 32-39)
- 11. Nominating Committee – Dr Jannik Eikenaar**
 - a. Amendments to Policy AP 5: Deans Appointment Policy (approval) (docket pages 40-49)
 - b. Appointment to the President’s Advisory Committee for the Extension of Appointment of the Vice-Provost International (approval)
- 12. Report from the Deputy Vice-Chancellor – Dr. Lesley Cormack**
Draft Budget Presentation (information)(docket pages 50-51) – With Associate Vice-President Rob Einarson et al.
- 13. Other Business**

The Rules and Procedures of the Okanagan Senate states that meetings will adjourn no later than 5:30 p.m. Regrets: Telephone 604.822.5239 or e-mail: facsec@mail.ubc.ca

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



OKANAGAN SENATE
MINUTES OF 27 JANUARY 2022
DRAFT

Attendance

Present: S. Ono (Chair) K. Ross, L. Cormack, A. Mukherjee-Reed, H. Berringer, P. Simpson, R. Sugden, S. Tomášková, J. Hare, M. Tarrant G. DiLabio, B. Traister, J. Olson, P. Barker, M. Evans, R. Campbell, J. Cioe, T. Ebl, L. Markley, J. Eikenaar, I. Parkins, K. Hodges, R. Johnson, S. Hutchinson, Y. Lucet, S. Hilton, P. Arthur, J. Jakobi, S. Cherkowski, T. Forneris, G. Gerrard, P. Lasserre, J. Picault, S. Willis-Stewart, M. Legault, S O’Leary B. Marcolin, R. Lalonde, S. McNeil, Y. Zhu, M. Reeves, R. Frost, R. Herzberg, J. Lee, J. Low, A. Shatzko, H. Khan, B. Heerema, J. Anderson, R. Somal, A. Alnaar, M. Arthur,

Regrets: S. Point, J. Holzman, M. Libben, D. Rogers, R. Sharma, M. Lunde, L. Prakesh, J. Udochi, R Sharma

Guests: S. McKeown, M. Davis

Clerk: C. Eaton

Call to Order

The Chair of Senate, Dr Santa Ono called the meeting to order at 3:36 pm.

New Members:

The Registrar welcomed the following new members of Senate:

Dr Ying Zhu, Assistant Professor of Management, elected by the Joint Faculties until 31 August 2023 and thereafter until replace, to fill a vacancy.

Dr Marie Tarrant, Dean *Pro Tem.* of the Faculty of Health and Social Development, to replace Dean Gordon Binsted (resigned).

Minutes of the Previous Meeting

A number of minor typographical error were sent to the Clerk in advance of the meeting, as well as comments from Senators Ebl, Cioe, and Reeves. The spelling of Senator Shatzko’s name was also corrected.

Jan Cioe Rhys Herzberg	}	<i>That the Minutes of the Meeting of 16 December 2021 be approved as corrected.</i>
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Approved



Business Arising from the Minutes

The Chair called on S. Willis-Stewart to speak to a referral to the Learning and Research Committee regarding emeritus appointments. S. Willis-Stewart stated that the Committee has held one meeting at which the topic was discussed. Discussions are ongoing and additional information is expected to be provided at the February meeting of the Senate.

Senator Ebl commented that much of the discussion at the December Senate meeting was around current policies in place due to the COVID pandemic, including rapid testing. She noted that rapid testing does not seem to be readily accessible now as it had been previously and questioned whether the intention is to have rapid tests available only to members of the University community who are symptomatic. Senator Ebl asked for some clarification on how this may affect the decisions made by the Senate on compliance with the COVID-19 Campus Rules.

The Chair respond that there is currently a paucity of tests not only in BC but internationally as well and reported the University had recently secured a significant number of tests and will be able to provide tests both symptomatic and asymptomatic testing in accordance with the polices put forward by Senate. In the event that tests run out, the University will be unable to move forward with mandatory testing which is currently in place and in force. Availability of rapid tests is one parameter the University has no control over but currently 500,000 tests have been made available. The Chair stated that while tests are available now, there is no guarantee that tests will be available indefinitely.

Remarks from the Chair

The Chair asked the assembly to take a moment of silence in recognition of the findings earlier this week at the St. Joseph's Mission Residential School. Senators should continue to be mindful of the history and the lasting effects of the residential school system in Canada and remember the lives that were lost there.

The Chair stated that UBC was consistently ranked as one of the top 35 universities globally in the Times Higher Education World University Rankings. The rankings also consider institutions' contribution towards the United Nations' Sustainable Development Goals (SDGs) and UBC does very well in this regard. He stated that UBC is considered a truly global institution and this profile matters in terms of recruitment of faculty and students. Another aspect the rankings consider is how international the faculty and student body are, along with international linkages and partnerships the institution has. The Chair was pleased to report that UBC Okanagan and University of Exeter have signed a Memorandum of Understanding for linkages with respect to research and scholarship.

The Times rankings also consider the number of publications between faculty and students at the institution and other global universities and are in ways, a measure of the global impact of the institution. UBC has again been ranked the most international university in North America and in the Top 20 in the world.



The Chair congratulated a number of current and former UBC faculty members who have recently been named to the Order of Canada, including Harold Bassford, John Estacio, David Ross Fitzparick, Lily Chow, Margo Greenwood, Walter Hardy, Jane Heyman, David McKenzie, Angela Swan, Connie Eaves, Curtis Suttle, Mary Ellen Turpel-Lafond, and Peter Zandstra. Professor Pieter Cullis has also been awarded the VinFuture Foundation's inaugural Global Sci-Tech Award for his contributions to the development of the Pfizer mRNA vaccine.

The Chair then spoke to the many contributions of outgoing Provost and Vice-President Academic, Dr Ananya Mukherjee-Reed, at UBC Okanagan and broadly across the institution. He noted the tremendous contributions towards creating a more inclusive community will long be remembered, as will her work on the Anti-Racism and Inclusive Excellence Task Force. The care and commitment with which she worked was an inspiration to faculty, students, and staff. The Chair offered his heartfelt congratulations to Dr Mukherjee-Reed on her appointment as the next Vice-Chancellor of Shiv Nadar University in India.

Remarks from the Deputy Vice-Chancellor

The Deputy Vice-Chancellor and Principal, Dr Lesley Cormack echoed the President's sentiments and offered her sincere congratulations to Dr Mukherjee-Reed on her new appointment.

Senator Cormack stated that she had great fun participating in the annual UBCO Society of Scholars Life Raft Debate, and congratulated Senator Garrard on winning the debate.

In closing, Dr Cormack reiterated the importance of maintaining mental health and wellness and noted that there are a number of resources and supports available to faculty, staff, and students.

Remarks from the Provost

Provost and Vice-President Academic, Dr Ananya Mukherjee-Reed thanked the President and Dr Cormack for their kind words and congratulations. She stated that she had a wonderful experience at UBC Okanagan and has a very strong connection with the campus community. Dr Mukherjee-Reed noted that she was very thankful for the opportunity to work on anti-racism and inclusivity initiatives, which allowed the opportunity it allowed to work across both campuses. In particular, she greatly valued the opportunities she has had to work with students and student leaders, noting that these are deeply meaningful relationships that she will hold dear.

Dr Mukherjee-Reed concluded her remarks by noting that the 2021/22 Enrolment Report will be presented later in the meeting by Stephanie McKeown and Michelle Davis, who will be able to address any questions Senators may have.

She concluded her remarks by again thanking Senators for their congratulations and good wishes.



Admission & Awards Committee

The Chair of the Senate Admission & Awards Committee, presented by Senator Ebl.

NEW AND REVISED AWARDS

See Appendix A: Awards Report

<p>Tamara Ebl Barb Marcolin</p>	}	<p><i>That the Senate accept the new and revised awards as listed, that they be forwarded to the Board of Governors for approval, and that letters of thanks be sent to the donors.</i></p>
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Approved

Agenda Committee

The Chair of the Senate Agenda Committee, Dr Jan Cioe, presented two reports.

2021 WINTER TERM 2 DROP DATE

<p>Jan Cioe Tamara Ebl</p>	}	<p><i>“That the faculties be directed to allow students to drop Term 2 courses for the 2021 Winter Session without a formal W-Withdrawal standing if such a request is made prior to 23:59:59 on 6 February 2022, and that the Registrar be directed to remove the W-Withdrawal standing for any Term 2 courses dropped before that time.”</i></p>
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Dr Cioe stated this report and associated motion would normally be presented by the Academic Policy Committee but review was expedited due to time constraints. Senator Hilton stated that he fully supported the motion but noted that the timing of the announcement and technical difficulties caused some confusion for students; the announcement was sent to Okanagan students in advance of Senate approval.

Senator Shatzko supported Dr Hilton’s comments and noted that student leadership is in support of the proposal. Also, for equity, the proposed change to the withdrawal should be consistent for both campuses.

Approved



SENATE MEETING SCHEDULE 2022-2023

Jan Cioe	}	<p><i>That, in accordance with Rule 15 (b), the regular senate meeting schedule for 2022-2023 be established as follows:</i></p> <ul style="list-style-type: none"> • <i>29 September 2022</i> • <i>27 October 2022</i> • <i>24 November 2022</i> • <i>15 December 2022</i> • <i>26 January 2023</i> • <i>23 February 2023</i> • <i>30 March 2023</i> • <i>27 April 2023</i> • <i>18 May 2023</i>
Tamara Ebl		

Dr Cioe presented the proposed Senate meeting schedule for 2022-2023. Senator Ebl noted that the February 2023 meeting is scheduled during Reading Break. The Agenda Committee has discussed this and is supportive of the proposed February 2023 meeting date. Dr Cioe commented that while there are no regularly scheduled classes for students during Midterm Break, it is not a time where faculty and staff normally take holidays. The Committee had no concerns with holding a Senate meeting during that week.

Approved

Curriculum Committee

The Chair of the Senate Curriculum Committee, Dr Yves Lucet, presented the report.

JANUARY CURRICULUM PROPOSALS

See Appendix B: Curriculum Report

Yves Lucet	}	<p><i>That the new minor, program name change, discontinuation of program, revised degree requirements, revised certificate, and new courses brought forward by the Faculties of Applied Science, Arts and Social Sciences, and Creative and Critical Studies be approved.</i></p>
Jan Cioe		

Dr Cioe expressed his commendation to the Faculty of Creative and Critical Studies on the development of the revised certificate in Communications and Rhetoric, which is a critical skill that students should have. Senator Ebl noted that the agenda references curriculum proposals



from Science but no such reports are included in the report. Senator Lucet clarified that there was a typographical error on the agenda; the motion for approval is correct.

Approved

Joint Report of the Admission & Awards and Curriculum Committee

BACHELOR OF NLE?KEPMX LANGUAGE FLUENCY

<p>Tamara Ebl Patricia Lasserre</p>	}	<p><i>That the new Bachelor of Nle?kepmx Language Fluency (B.Nlek.) program, NLEK course code, NLEK courses, and revised Calendar entries be approved.</i></p>
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Senator Ebl noted that the admissions requirements for this program were similar to our existing language fluency degrees. Senator Cormack added that the development of this program is an important part of the Truth and Reconciliation Commission commitments in higher education and that the new program is a part of the path towards reconciliation.

Approved

Learning & Research Committee

The Chair of the Senate Learning & Research Committee, Dr Sally Willis-Stewart, presented.

CANADA RESEARCH COUNCIL CHAIRS DISTRIBUTION

The Chair of the Senate Curriculum Committee, Dr Willis-Stewart, presented the report.

<p>Sally Willis-Stewart Jan Cioe</p>	}	<p><i>That the Okanagan Senate request that the President eliminate the present inequity in the distribution of Canada Research Chairs across the UBC campuses by ensuring that an additional six Tier 2 chairs and two Tier 1 chairs (or an equivalent distribution of both Tier 1 and Tier 2 chairs) are allocated to the Okanagan campus by July 2023; and further, the Okanagan Senate requests that the President report back to Senate on the Administration's consideration of, and any actions taken in response to, this request by September 2022;and</i></p>
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That the Okanagan Senate request that the President ensure that an equitable UBCO-UBCV CRC Chair re-allocation, reflecting research



income levels on each campus, occurs immediately after each CRC Secretariat tri-annual CRC allocation (next in 2023); and further, the Okanagan Senate requests that the President report back to Senate on the CRC distributions across both UBC campuses after each CRC Secretariat tri-annual CRC allocation.

Committee Vice-Chair, Senator DiLabio commented that UBC Okanagan receives fewer Canada Research Chairs (CRCs) as a percentage of research income than all UBC Vancouver Faculties with the exception of the Faculty of Medicine. Every UBC Vancouver Faculty has at least one Tier 1 CRC while there are no Tier 1 CRCs at the Okanagan Campus, and no other institution in Canada has fewer CRCs as a percentage of research income than UBC Okanagan. The proposed motion requests the President's assistance to resolve the inequitable distribution of CRCs so that the Okanagan campus can more effectively pursue its research and NSERC HQP (Highly Qualified Personnel) training mandates. The Committee requests the President's assistance as the responsibility for the distribution of CRCs within the UBC system rests with the UBC Vancouver Provost's Office.

Senator Barker provided an update on efforts that have been made over the past year on this issue. On the Okanagan campus CRCs are administered through the Office of the Vice-Principal Research, and the Office has been working with the Provost's Office in Vancouver over the last few months to understand the history of the current distribution model, how the inequities identified by Dean DiLabio have come to exist, and possible resolutions to move towards a more equitable model.

Dr Barker noted that since 2015, research income, which is a metric by which CRCs have been distributed, has increased by almost four-fold on the Okanagan campus and the CRC distributions have not kept pace. There are a few reasons for this; CRCs are awarded for either 5 year- or 7-year periods, depending on the nature of the Chair. There is a rebalancing that occurs every 3 years when there is a redistribution that occurs across Canada. The next scheduled triennial distribution is in 2023 and between now and then, there will be Chairs that will be vacated as scholars cycle out. The Provost's Office has committed to making best efforts to affect a more equitable distribution at the time of the tri-annual CRC redistribution. As UBC Okanagan research income continues to rise, the disparity will become more pronounced. Dr Barker stated that there is now a much deeper understanding of what the CRC allocation should be UBC Okanagan and that his office had been working with Vice-Provost and Associate Vice-President, Academic Affairs, Professor Moura Quayle.

President Ono asked Senator Cormack to assume the chair so that he could remark on the motion.

Senator Cormack assumed the Chair

Senator Ono thanked the Committee and Senator DiLabio for raising this issue for discussion. The Vancouver Provost's Office has acknowledged that there are inequities, and as Senator Barker mentioned, there are ongoing conversations between his office and the Provost. Dr Ono



stated that there have been some recent transitions at the Vancouver Provost's Office as Dr P. Ratner has stepped down and the current Provost will be stepping down in a few months. Dr Ono confirmed his commitment to the spirit of the motion and stated that he will continue to monitor the issue and support Dr Barker in addressing the situation.

Senator Gerrard thanked the President and the Committee. He noted that the Faculty of Medicine was undersupplied with CRCs but asked if they have a larger number of endowed chairs or chairs that are funded externally. Senator Barker said that it is typical that research income that comes into most universities that have a robust medical school makes up a very large proportion of the total research income, and most institutions will cap the number of chairs provided to the Faculty as there are other sources of funding.

Senator Cioe noted that Professor Quayle was head of the transition team when UBC Okanagan campus was established and asked that Dr Barker communicate his gratitude to Dr Quayle for all her contributions to the creation of the Okanagan campus. Dr Barker thanked Dr Cioe and stated that he will pass on Dr Cioe's sentiments to Dr Quayle.

Senator Traister thanked President Ono for his comments and his commitment to the spirit of the motion and stated that the CRC allotment disparities was specifically pin-pointed in the Report of the Task Force on Cross Campus Collaboration issued in 2021. Senator Traister thanked the Committee for bringing this issue forward as a motion, regardless of the disposition of the motion at this point in the discussion. He reminded the chairs of other Senate committees that the report has other aspects that would be potential areas for discussion at other committees, and invited them to consider aspects of the report that can be highlighted in terms of advancing the case for the Okanagan campus as a robust partner within the UBC system. President Ono supported Senator Traister's comments, and encouraged senators to reach out to him if there are other opportunities that he can support in his system-wide role.

Senator Zhu noted that UBC Vancouver was able to do many more research activities and presentations via Zoom as the campus has more resources to support online program delivery and asked if these can be extended to the Okanagan faculty in related disciplines as well. The President commented that Prof. John Klironomos has suggested something very similar and provided as set of recommendations, one of which is exactly what Senator Zhu is suggesting. Dr Klironomos has recommended that the Provost's Office speak with UBC Vancouver Deans and advocate that remote seminars and workshops be made available to UBC Okanagan faculty members as much as possible, and that Vancouver faculty be able to access online seminars and presentations by UBC Okanagan faculty.

Approved



Dr Ono assumed the Chair.

Nominating Committee

The Chair of the Senate Nominating Committee, Dr Jannik Eikenaar, presented.

<p>Jannik Eikenaar Rhys Herzberg</p>	}	<p><i>That Senate appoint Syliva Tomášková, Tanya Forneris, Sandy Hilton, and Margaret Reeves to the President's Advisory Committee for the Appointment of the Vice-President Academic & Provost;</i></p>
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That Senate appoint Robert Campbell to the President's Advisory Committee for the Appointment of a Registrar; and

That Senate appoint Gino DiLabio to the President's Advisory Committee for the Extension of Appointment of the Vice-President Finance and Resources.

In response to a question from Senator Evans on the nature of appointments to Presidential advisory committees, Mr Eaton responded that certain appointment policies specify particular roles within the University, including deans and in the case of the of the first appointment being made for the Vice-President Academic and Provost must be a dean. Other policies specify faculty members and yet others specify faculty members without administrative appointments so in the case of the extension of the appointment of the Vice-President Finance and Resources, the Senate is to appoint a senator who has an appointment at the University as a faculty member. In this case, Senator DiLabio happens to be a dean and a faculty member and is being appointed to the advisory committee in the latter capacity. Senator Barker requested that the Minutes reflect that the appointments to the advisory committee for the appointment of the UBC Okanagan Vice-President Academic and Provost.

Approved

Report from the Provost

ENROLMENT REPORT 2021/22

Senator Cormack introduced Stephanie McKeown (Chief Institutional Research Officer, Planning and Institutional Research) and Michelle Davis (Associate Director, Admissions and Awards) to present the 2021-2022 Enrolment Report.

In response to a question from Senator Garrard on provincial funding in the case of over-enrolment, Ms Davis stated that the University does not receive funding for over-enrolment



beyond what those additional students are providing by way of tuition; these spaces are unfunded to some degree. She stated that the focus in the last few years has been to reach target enrolment targets over the last few years and now that those targets have been met, it may be time to consider a different approach to enrolment.

Senator Sadiq commented that the campus has grown significantly in research, and questioned how much of the contribution is coming from research graduate students. Ms McKeown indicated that she will examine the data and respond shortly.

Senator Lalonde commented on the over enrolment puts a strain on campus facilities and resources and questioned additional funding could be requested from the Ministry.

Senator Cormack assumed the Chair.

Senator Ono responded that there is a funding formula review happening and it is an opportune time to advocate for increased funding. Senator Sadiq noted that when the Okanagan campus was established in 2005, it was funded on a flat rate for all students, with no differentiation between undergraduate and graduate students. There is an opportunity now to advocate to have the same funding formula as UBC Vancouver. Graduate student numbers are increasing, which will have a significant impact on the campus and the current flat-rate funding formula is not sustainable.

Senator Cioe stated that the original funding model was that UBC Okanagan would receive more funding for an undergraduate student as compared to UBC Vancouver and cautioned that a thorough analysis should be done before advocating for an alternate funding model.

Senator Hutchinson noted the University's reputation as an international institution may encourage students to apply but it is difficult to do that if the campus cannot attract faculty and researchers due to a lack of suitable teaching and research spaces. She questioned if there was an opportunity to advocate for additional funding for space and other resources.

Senator Ebl noted there has been a discussion of the impact of over enrolment from a research perspective. It should be noted that over enrolment results in larger class sizes and without sufficient resources to accommodate increased student numbers, there is a negative impact on both the student experience and the instructor's ability to deliver quality instruction.

In response to a comment by Senator Herzberg on over enrolment and annual tuition increases, President Ono stated that across the landscape of higher education, the impact of over enrolment on facilities, workload, and the quality of the student experience has been acknowledged. UBC was fortunate to have a significant increase in the number of applications during the pandemic and the yield remained the same. This was impossible to predict from an enrolment management perspective and the approach was to try to insulate the institution from a potential drop in applicants and yield. President Ono reiterated that it is impossible to predict applicant behavior during a global pandemic. Other institutions have seen precipitous drops in applications and yield, resulting in significant budgetary constraints for some institutions that resulted in faculty



and staff lay-offs. UBC has enrolment growth but not parallel growth in facilities and faculty resources, and has managed to avoid serious financial and personnel difficulties.

Dr Ono assumed the chair.

Report from the Registrar

ACADEMIC YEAR

The 2022-2023 Academic Year dates were presented for information. It was noted that each term consisted of 62 teaching days, though Term 1 may have 61 teaching days depending on the provincial recognition of the National Day for Truth and Reconciliation as a statutory holiday.

Report from the Faculty of Arts and Social Sciences – Dr Silvia Tomášková

<p>Silvia Tomášková Jan Cioe</p>	}	<p><i>As, in the opinion of this Council the current campus course scheduling rules (2022-23) do not sufficiently protect research opportunities for research-stream faculty members during the Winter Session; and, as according to Part 8, Section 40 (c) of the University Act of BC a Faculty's powers and duties include a responsibility "subject to this Act and to the approval of the senate, to make rules for the government, direction and management of the faculty and its affairs and business"; and, as according to Part 7, Section 37 of the same Act the "academic governance of the university is vested in the senate" including, under (p) the responsibility "to deal with all matters reported by the faculties, affecting their respective departments or divisions", this council adopts the guideline that normally during the Winter Session research-stream faculty members will have no more than three teaching days in any calendar week, and refers this guideline to Senate for approval.*</i></p>
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*Note: This motion has been developed by the four Heads of the FASS Departments for consideration by Faculty Council.

The President stated that this matter is being brought forward from the Faculty of Arts and Social Sciences under Section 40 and 41 of the *University Act* which specify that Faculties, subject to approval by the Senate, can make rules and for the government, direction, and management of the Faculty and its affairs and business. The Faculty of Arts and Social Sciences has approved



such a rule and now refers it to Senate for approval. President Ono invited Dean Tomášková to speak to the proposed motion.

Senator Tomášková outlined the background to the proposed motion and confirmed that it has been passed by the Faculty of Arts and Social Sciences. She stated that faculty from her Faculty who are eligible for tenure often have a teaching load of four courses which is two (2) courses per term, whereas counterpart faculty at the Vancouver campus have only three courses per year, two (2) and one (1) respectively per term. Over the course of the five or six years it takes for most faculty to move to a tenured position, this difference in course load between the two campuses puts Okanagan faculty members at a significant disadvantage with respect to the time available to devote to research endeavors. Dean Tomášková commented that it is rare that faculty at research universities would not have some control over their schedules and that faculty are given a schedule rather than be able to request one that supports their research activities.

Dean Tomášková stated that one of the mandates she has been given as dean is to increase the research productivity of the Faculty of Arts and Social Sciences and that the proposed motion is part of a multi-pronged approach to foster increased research capacity and productivity. She stated that many members of her Faculty do not have enough time to spend on research endeavors, and noted that the general discussion on this issue does highlight whether research-track faculty are privileged as compared to education leadership faculty. Senator Tomášková noted that the majority of the faculty members in Arts and Social Sciences are on the research track. The proposed motion would allow some equity between the two campuses.

Senator Traister said that he agrees that scheduling challenges are detrimental to the research mission of the Okanagan campus and that the proposed motion tries to address that directly and practically. That said, Senator Traister was not supportive of the motion and will be voting against it as presented, the reason being an equity issue to treat educational leadership faculty and the research stream differently. As the dean of a Faculty with a higher number of educational leadership colleagues, in both the pre-tenured and tenured categories of appointment, Senator Traister felt it was important for him to represent that stream in this discussion and could not support the motion unless educational leadership faculty were included in the motion.

Senator Legault acknowledged that research faculty need more time and capacity to advance in the tenure process, noting that the motion underlines a historical two-tier system that at UBC Vancouver treats research and teaching leadership faculty differently. Her worry is that the potential impacts on teaching leadership faculty and campus scheduling more broadly have not been sufficiently considered.

Senator Parkins stated that as a member of the Faculty of Arts and Sciences, she is fully in support of the motion, and recognized faculty leadership for addressing the impacts of current scheduling practices on junior faculty. She stated that faculty at the Vancouver and Okanagan campuses seem to be working under different conditions, and was hopeful that the motion could be modified to include both research and educational leadership streams. Senator Parkins noted that space and capacity considerations are key considerations in the overall discussion related to the motion.



Senator Cormack stated that the scheduling system being developed is relatively new and will benefit from data collection and that it may be premature to start adding additional rules and parameters to a system that is not yet fully realized. Dr Cormack acknowledged that in part the concerns raised arise from how best to optimize available space, and urged senators to reconsider additional parameters and allow sufficient flexibility to develop a scheduling system that can work for most faculty members.

Senator Lalonde spoke against the motion. While he agreed with the intent of the motion, it does not address the difference in teaching course load between the two campuses. Also, some of the scheduling anomalies that all faculty have to deal with are a result of space limitations. If this motion is passed, there will be priority to ensure that research faculty have not more than 3 teaching days per week. Senator Lalonde stated that the long-term solution for addressing the concerns raised by the motion is to increase spaces and facilities and build flexibility into the scheduling system.

By general consent, the time to adjourn is extended by 30 minutes.

Senator Cioe state that it would be ideal to have more control over scheduling within departments, and had suggested the Deputy Registrar consider whether there is capacity within a department for faculty or heads to shift people around so that people in a department can be reassigned within allotted time slots. Senator Cioe moved a motion to strike ‘research stream’ from the motion to make it more inclusive so there is no disparity between research and educational leadership faculty. Senator Herzberg seconded the amended motion.

Mr Eaton noted that the amended motion is to amend a proposal from a Faculty; normally the Dean would be asked if the Faculty wishes to withdraw the proposal should the amendment pass. An amendment to the original motion is akin to amending a rule of the Faculty. Dean Tomášková confirmed she was in favour of the proposed amendment.

By general consent, the motion as amended as follows:

As, in the opinion of this Council the current campus course scheduling rules (2022-23) do not sufficiently protect research opportunities for research-stream faculty members during the Winter Session; and, as according to Part 8, Section 40 (c) of the [University Act of BC](#) a Faculty’s powers and duties include a responsibility “subject to this Act and to the approval of the senate, to make rules for the government, direction and management of the faculty and its affairs and business”; and, as according to Part 7, Section 37 of the same Act the “academic governance of the university is vested in the senate” including, under (p) the responsibility “to deal with all matters reported by the faculties, affecting their respective departments or divisions”, this council adopts the guideline that normally during the Winter Session ~~research-stream~~ faculty members will have no more than three teaching days in any calendar week, and refers this guideline to Senate for approval.

Senator Eikenaar questioned whether the term ‘faculty members’ in the motion includes limited term lecturers or sessional lectures. Mr Eaton clarified that sessional lecturers are not faculty



members under the *University Act*, and if the intent is to include sessional, adjunct or visiting faculty, then the motion should make reference to ‘teaching staff’ rather than ‘faculty members.’ Dean Tomášková confirmed that the motion is intended to include research stream, educational leadership stream, and 12-month lecturers.

Amendment Approved

Senator Garrard stated that the amended motion may have unintended consequences and potentially have an enormous impact on sessional faculty who are not included under the motion. It will not address the challenges faced by junior faculty and will only make matters more difficult for department heads, schedulers, and sessionals. Senator Barker said that he is very supportive of the sentiment of the motion, but not the approach it proposes.

Senator Frost stated that as a department head, she has no input in scheduling, and when scheduling changes do need to be made, schedulers will refer to the Dean’s Council course scheduling guidelines, which may need to be reexamined.

Senator Evans said that he was concerned to learn that there has been no analysis of who had a 4-a-week teaching schedule in place, and noted there are inequities across Faculties.

Senator DiLabio commented that the University has done a poor job of properly defining the role of educational leadership faculty, which has historically been treated as a sort of catch-all stream. His concern around the motion relates to how research is measured; there are faculty members in both research and educational leadership streams who do not engage in research despite the requirements associated with their positions. The motion will create challenges that will ultimately fall upon department heads to determine who is an active researcher and who is not. This issue needs to be resolved before dealing with scheduling matters.

The Registrar, Dr Ross, stated that there were many issues in relation to scheduling, but adding a constraint without looking holistically at the issues could result in a very difficult situation in regards to student access to courses and the production of a conflict-free schedule. She further noted that there was not an effective date and the motion could not be implemented in time for next year’s scheduling. It would be better to find a collective way to solve issues as a campus, rather than limiting it to one Faculty.

Senator Tomášková said that she spent five years scheduling at a campus with 20,000 students and understands the challenges of scheduling constraints but there are ways to address them using multiple approaches.

Senator Lucet stated that it would be very risky to adopt a rule without simulating what could happen and is concerned about the potential impact on students and on delivery of programs.

Senator Zhu commented that she is generally supportive of the intent of the motion, but that it is difficult to have a flexible schedule because compared to the Vancouver campus, there are fewer



faculty teaching more students at the Okanagan campus. The key point of the motion is to better support junior faculty. In the tenure and promotion process, it is not clear whether the higher teaching load at the Okanagan campus is considered.

Senator DiLabio responded that when tenure and promotion files are put forward there is a strong contextual element associated with those files. He noted that faculty-to-student ratios are higher and challenges around scheduling are factors that are incorporated into the tenure and promotion files. The Senior Appointments Committee is very sensitive to how particular conditions that faculty members deal with are considered in tenure and promotion.

Senator Garrard noted his support for Senator Lucet's suggestion of having some form of simulation and seconded Senator Hodges suggestion that a committee be struck to examine scheduling issues in a broader sense and using an evidence-based approach. He would support the motion without hesitation if it was limited to pre-tenure faculty members in either the research or educational leadership streams. This would better address the specific issue of alleviating pressure on junior faculty members. He noted that he would not support the motion as it stands.

Senator Garrard moved a motion to amend, seconded by Senator Zhu, as follows:

Gerald Garrard Ying Zhu	}	<i>As, in the opinion of this Council the current campus course scheduling rules (2022-23) do not sufficiently protect research opportunities for research-stream faculty members during the Winter Session; and, as according to Part 8, Section 40 (c) of the University Act of BC a Faculty's powers and duties include a responsibility "subject to this Act and to the approval of the senate, to make rules for the government, direction and management of the faculty and its affairs and business"; and, as according to Part 7, Section 37 of the same Act the "academic governance of the university is vested in the senate" including, under (p) the responsibility "to deal with all matters reported by the faculties, affecting their respective departments or divisions", this council adopts the guideline that normally during the Winter Session pre-tenure faculty members will have no more than three teaching days in any calendar week, and refers this guideline to Senate for approval.</i>
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Dr Ross stated that in the absence of running simulations it is impossible to predict what impact the amended motion would have. Senator Cherkowski supported Senator Hodges suggestion to strike a committee to broadly consider all issues.



Dr Garrard moved a motion to call the question, seconded by Senator Reeves. Mr Eaton noted that the motion to call the question is not debatable and requires two thirds majority in favour. The motion to call the question was approved.

The motion on the amendment was then called.

Motion to
Amend Failed

The discussion then returned to the consideration of the motion. Senator Eikenaar proposed the following:

Jannik Eikenaar Margaret Reeves	}	<i>That Senate establish and ad hoc committee on course scheduling and that the ad hoc committee's terms of reference, composition and membership be determined by the Nominating Committee and recommended to Senate for approval.</i>
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Senator Traister moved to call the question to immediately vote on the referral motion, seconded by Senator Garrard. The motion passed. Discussion then returned to the motion to refer to the matter to the Nominating Committee.

Motion to Refer
Approved

Senator Cioe abstained

Mr Eaton confirmed that the terms or reference and membership will be presented at the next meeting of Senate, as 'Business Arising.'

Other Business

The agenda was amended by consent to include the following from the Nominating Committee:

COMMITTEE ADJUSTMENTS

Jannik Eikenaar Jan Cioe	}	<i>That Amanda Shatzko be appointed to the Senate Agenda Committee until 31 March 2022 and thereafter until replaced, to fill a vacancy.</i>
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Approved

Senator Shatzko abstained

Adjournment:

Seeing no other business, the meeting was adjourned at 7:02 p.m.



14 February 2022

To: Okanagan Senate

From: Okanagan Admissions and Awards Committee

Re: a) New Award – John Tiedje Fellowship (approval)
b) 2022/23 Enrolment Targets (approval)

a) New Award – John Tiedje Fellowship (approval)

The Committee has reviewed and recommends to Senate for approval the attached new award.

Motion: That the Senate accept the new award as listed, that it be forwarded to the Board of Governors for approval, and that a letter of thanks be sent to the donor.

b) Undergraduate Enrolment Targets 202/23 (approval)

The Committee has reviewed and recommends to Senate for approval the enrolment targets for the 2022/23 academic year, as outlined by Faculty, program and year-level.

Motion: That Senate approve and forward to the Board of Governors for approval the 2022/23 Undergraduate Enrolment Targets, as per section 27(2)(r) of the University Act.

Respectfully submitted,

Tamara Ebl, Chair
Senate Admissions and Awards Committee

THE UNIVERSITY OF BRITISH COLUMBIA



February 7, 2022

Development and Alumni Engagement

The University of British Columbia | Okanagan campus
1138 Alumni Ave. Adm103
Kelowna, BC V1V 1V7

Tel 250.807.8565 | Fax 250.807.9211

<http://supporting.ok.ubc.ca/welcome.html>

From: Paul Greenhough, Development and Alumni Engagement, Okanagan Campus

To: Okanagan Senate Admissions and Awards Committee

Re: Awards recommended for approval by the Okanagan Senate Admissions and Awards Committee

New awards for consideration:

Proposed Title: John Tiedje Fellowship

Fellowships totaling \$45,250 have been made available through an endowment established by Dorothy Tiedje in memory of John Tiedje (BASc 1944, MASc 1945). The fellowships are awarded to one or more Canadian citizens or permanent residents who are enrolled in a Master of Applied Science or PhD Program in the Faculty of Applied Science or the Master of Applied Science program in Engineering Physics in the Faculty of Science, and who have achieved a first-class average or better in the most recent two years of full-time study. Students on both the Vancouver and Okanagan campuses are eligible for the fellowships. Fellowships will be awarded to students whose research will help create and maintain a healthy environment, with preference for research developing clean and renewable energy, advancing the electrification of the economy, reducing greenhouse gas emissions, or improving the efficiency of energy utilization. John Tiedje was a graduate of the Department of Chemical Engineering at UBC who went on to a successful career with Imperial Oil, where he was responsible for developing several new processes for converting petroleum into value-added products. He served as manager of Esso France's research lab in Mont-Saint-Aignan, France; as manager of the Esso Petroleum Canada Research Department in Sarnia, Ontario, until his retirement in 1983; and as chair of the Canadian Committee for the World Petroleum Congress. At the discretion of the Dean of Applied Science the award may be renewed for students who are in good academic standing for up to two additional years for PhD students and an additional 6 months for Master's students. The award is made on the recommendation of the Faculty of Applied Science in consultation with the Faculty of Graduate and Postdoctoral Studies.

UBC ANNUAL REPORT ON 2022/23 NEW-TO-PROGRAM ENROLMENT TARGETS

Okanagan Campus

DRAFT

Professor A. Mukherjee-Reed

Provost and Vice-President Academic

UBC Okanagan



To: Members of Admissions and Awards Committee, Okanagan Senate

From: A. Mukherjee-Reed, Provost and Vice-President Academic, Okanagan Campus

Re: 2022/23 Winter Undergraduate Enrolment Targets and Forecasts

This report compares enrolment targets set for the current fiscal year (2021/22) against our actual enrolments as of November 1 and presents the undergraduate student enrolment profile by degree and year to determine entry-year admission targets for undergraduate degree programs for the 2022/23 fiscal year. The targets are built using the enrolment profile of the current 2021/22 winter session as a base, which estimates our overall domestic undergraduate and graduate full-time equivalents (FTE) to be around 8,757 or 123% of our government funded FTE target (7,118). In 2022/23, the Ministry has increased our FTE targets by 39 FTE; 4 FTE are allocated to the BSc in Computer Science, 20 FTE to Manufacturing Engineering, and 15 FTE to the Bachelor of Science in Nursing. The targets that have been set for 2022/23 will bring us to 122% of government funding next year (8,737 delivered FTE with a Ministry target of 7,157).

Strategic enrolment planning at UBCO is initiated in the fall of each year at the Strategic Enrolment Management (SEM) committee. After an initial discussion at the committee, the Okanagan Planning and Institutional Research Office (OPAIR) and Enrolment Services meet with the deans of each Faculty to develop Faculty-specific and program-specific enrolment targets. Targets are represented in terms of winter undergraduate headcounts that are converted to FTE, and then the domestic undergraduate FTEs are added to the non-degree activity, summer activity, and graduate annualized FTE to determine our total delivered FTE against the Ministry target FTE for our campus. Trends of student movement (progression, retention rates, graduation, and program transfers) in the previous three years are used to forecast enrolment of continuing students in 2022/23. Finally, in light of projected continuing student enrolment, admission targets are established based on a number of factors: historical conversion rates of applications to enrolled students; anticipated student demand; government funding levels; faculty plans for implementation of new degree programs and specializations; and internal constraints that may be relevant for enrolment planning.

The stated admission targets for each degree program include entry year students who are new to UBC plus continuing students who have transferred from one program to another as new-to-program students. Similar to last year, admissions targets were set separately for domestic and international undergraduate students based on student enrolment patterns for each group and then combined for an overall total of targeted growth on the Okanagan campus.

This model leads to an overall admission target of 2,682 undergraduate students enrolling in the entry-year of degree programs for the 2022/23 winter session. This total is comprised of 2,059 domestic students and 623 international students, which includes new to UBC as well as new internal transfers. The 2022/23 international student targets were increased in programs with high demand, increasing the overall target by 28 students. These values contribute to a forecasted 2022/23 winter session undergraduate degree program headcount enrolment of 10,595 students. When this headcount is converted to FTE, and combined with actuals for summer enrolment, projections for graduate student enrolment and non-degree student enrolment, and extraction of unfunded international undergraduate student FTEs, the result is a forecast of 8,737 domestic delivered against the Ministry-funded target of 7,157 FTE for the 2022/23 fiscal year (122% of government target).

As shown in Table 1 below, when estimating our actual campus utilization rate against the government target of **7,118** for 2021/22 (123%) and for the purposes of projecting towards a 2022/23 utilization rate of 122% (with a government target increased to 7,157 FTE), we take the Winter session FTE for degree-seeking undergraduate domestic students and incorporate the following categories: Non-degree winter domestic FTE (Diploma, Certificate, Access Studies, Exchange, Unclassified, and Visiting students); summer domestic undergraduate FTE; and graduate student annualized FTE.

Table 1: Actual, Target, and Forecasted Campus Utilization Rates

Actual Student FTE	2021/22	Forecast Student FTE	2022/23
Winter domestic undergraduate degree FTE	7,159	Winter domestic undergraduate degree FTE	7,111
March adjustment for attrition	7,012	March adjustment for attrition	6,966
Non-degree winter domestic FTE	67	Non-degree winter domestic FTE	73
Summer domestic undergraduate FTE	672	Summer domestic undergraduate FTE	672
Graduate annualized FTE	1,007	Graduate annualized FTE	1,027
Estimated actual ministry-funded FTE delivered	8,757	Estimated actual ministry-funded FTE delivered	8,737
Ministry Target	7,118	Ministry Target	7,157
Utilization Rate	123%	Utilization Rate	122%
Target surplus	1,639	Target surplus	1,580
Winter international undergraduate FTE	1,733	Winter international undergraduate FTE	1,805
March adjustment for attrition	1,733	March adjustment for attrition	1,805
Non-degree winter international FTE	2	Non-degree winter international FTE	2
Summer international undergraduate FTE	216	Summer international undergraduate FTE	216
Total international undergraduate FTE	1,951	Total international undergraduate FTE	2,023
Estimated undergraduate and graduate annualized FTE	10,708	Estimated undergraduate and graduate annualized FTE	10,760

Non-degree winter FTE also includes degree and certificate FTE

Domestic and International summer undergraduate FTE also includes non-degree summer FTE

International students transferring to UBC's Okanagan campus Bachelor of Applied Science from Vantage College show up in the attached tables as internal transfers, mostly in second year. Out of 48 Vantage Applied Science stream students in 2020/21, 56 were retained in 2021/22, of which 17 enrolled on the Okanagan campus. For 2021/22, 23 Vantage College students of the current 66 Vantage Applied Science stream students are expected to transfer to the Okanagan campus Bachelor of Applied Science in 2022/23.

As FTE reporting to the Ministry is based on March 1 data, we estimate student attrition from term 1 to term 2 (based on historical attrition rates) by applying a multiplier of 0.979 to our Winter domestic undergraduate degree FTE.

Table 3: Domestic Headcount and FTE by Program
Okanagan Campus

Program	Year Level	2022/23 Target	Targets/Forecasts (2021/22)						Actual (2021/22): November 1st, 2021						Targets/Forecasts (2022/23)																
			Headcount			NPL FTE			30credit FTE			Headcount			NPL FTE			30credit FTE			Headcount			NPL FTE			30credit FTE				
			New to UBC	Internal Transfers	New to Program	Continuing	Total	Total	Total	New to UBC	Internal Transfers	New to Program	Continuing	Total	Total	Total	New to UBC	Internal Transfers	New to Program	Continuing	Total	Total	Total	New to UBC	Internal Transfers	New to Program	Continuing	Total	Total	Total	
BA	1	400	395	15	410	95	505	423	423	452	10	462	135	597	495	495	387	13	400	92	492	409	409								
	2		69	26	95	345	440	373	373	79	28	107	348	455	366	366	75	27	102	325	427	355	355								
	3		105	25	130	375	505	418	418	108	23	131	412	543	458	458	108	25	133	424	557	463	462								
	4			2	2	569	571	427	425		2	2	580	582	441	438		2	2	574	576	434	431								
	BA Subtotal		569	68	637	1,384	2,021	1,641	1,638	639	63	702	1,475	2,177	1,760	1,756	570	67	637	1,415	2,052	1,660	1,657								
BASC	1	290	280	10	290	65	355	314	383	318	7	325	53	378	339	417	281	9	290	63	353	312	383								
	2		32	12	44	305	349	304	361	28	9	37	343	380	323	386	29	11	40	317	357	307	365								
	3		14	3	17	311	328	292	327	16		16	278	294	260	292	20	-	20	337	357	316	355								
	4				-	324	324	267	310			-	354	354	291	320			-	309	309	250	287								
	BASC Subtotal		326	25	351	1,005	1,356	1,176	1,382	362	16	378	1,028	1,406	1,212	1,414	330	20	350	1,026	1,376	1,185	1,390								
BEDA	5	70			60					8	44	52	57	109	80	80	14	56	70	52	122	92	92								
	BEDA Subtotal									8	44	52	57	109	80	80	14	56	70	52	122	92	92								
BEDC	5	70			60					12	45	57	54	111	84	84	20	50	70	57	127	97	97								
	BEDC Subtotal		31	89	120	114	234	193	192	12	45	57	54	111	84	84	20	50	70	57	127	97	97								
BFA	1	35	34	1	35	4	39	33	36	31	3	34	3	37	33	36	33	2	35	3	38	33	36								
	2		4	1	5	14	19	16	17	4		4	21	25	19	21	4	1	5	19	24	19	21								
	3		2	2	4	24	28	22	22	2		2	22	24	19	19	2	2	4	24	28	22	22								
	4				-	28	28	22	22			-	23	23	19	19			-	25	25	20	20								
	BFA Subtotal		40	4	44	70	114	93	98	37	3	40	69	109	89	95	39	5	44	71	115	95	100								
BHES	1	200	183	17	200	21	221	195	195	196	18	214	37	251	225	225	182	18	200	22	222	195	195								
	2		18	6	24	164	188	172	172	10	9	19	165	184	161	161	18	7	25	176	201	181	181								
	3		19	2	21	170	191	164	163	15	1	16	158	174	157	157	18	2	20	165	185	161	161								
	4				-	232	232	187	186			-	244	244	195	192			-	206	206	166	165								
	BHK Subtotal		220	25	245	587	832	717	716	221	28	249	604	853	738	735	218	27	245	569	814	703	702								
BMGT	1	185	174	11	185	18	203	178	178	148	4	152	16	168	145	145	175	10	185	17	202	173	173								
	2		11	21	32	87	119	106	106	16	19	35	118	153	129	129	9	22	31	103	134	117	117								
	3		4	15	19	151	170	158	166	12	12	24	164	188	167	167	12	14	26	139	165	149	153								
	4				-	167	167	141	136			-	167	167	137	130			-	211	211	175	167								
	BMGT Subtotal		189	47	236	423	659	582	585	176	35	211	465	676	577	570	196	46	242	470	712	615	611								
BMS	1	20	14	10	24	1	25	22	22	21	1	22	1	23	21	21	12	8	20	2	22	19	19								
	2				-	5	5	4	4			-	12	12	11	11			1	1	12	13	11	11							
	3					3	3	3	3	1		1	4	5	4	4			-	11	11	10	10								
	4					6	6	4	4			-	7	7	6	6			-	6	6	5	4								
	BMS Subtotal		14	10	24	15	39	33	33	22	1	23	24	47	42	42	12	9	21	31	52	44	44								
BNLF	3	10			10		10	8	8			9		9	8	7			10	1	11	9	9								
	4				-		-	-	-			-		-	-	-			-	6	6	5	4								
	BNLF Subtotal		-	-	10	-	10	8	8			9		9	8	7			10	7	17	14	14								
BSc	1	600	592	8	600	82	682	596	596	599	10	609	163	772	663	663	591	9	600	93	693	602	602								
	2		45	15	60	421	481	415	415	36	19	55	400	455	382	382	46	18	64	476	540	462	462								
	3		57	17	74	429	503	433	433	62	26	88	461	549	484	483	61	20	81	423	504	436	435								
	4			3	3	616	619	497	487		3	3	642	645	505	490		2	2	667	669	529	516								
	BSc Subtotal		694	43	737	1,548	2,285	1,941	1,931	697	58	755	1,666	2,421	2,034	2,018	698	49	747	1,659	2,406	2,030	2,016								
BSN	1	152	100	30	130	4	134	123	128	111	41	152	5	157	142	147	116	36	152	6	158	144	150								
	2		1	1	2	148	150	142	160	1		1	145	146	138	156	1	1	2	152	154	144	163								
	3		21	3	24	128	152	149	159	23		23	130	153	146	157	20	3	23	136	159	154	165								
	4				-	146	146	114	117			-	147	147	108	115			-	150	150	110	117								
	BSN Subtotal		122	34	156	426	582	527	564	135	41	176	427	603	534	574	137	40	177	444	621	553	595								
BSUS	1	27			27		27	24	24										27		27	23	23								
	2				-		-	-	-										-		-	-	-								
	3				-		-	-	-										-		-	-	-								
	4				-		-	-	-										-		-	-	-								
	BSUS Subtotal		-	-	27	-	27	24	24										27	-	27	23	23								
First Year New To Program Total					2,031							2,088																			

Table 4: International Headcount and FTE by Program
Okanagan Campus

Program	Year Level	2022/23 Target	Targets/Forecasts (2021/22)						Actual (2021/22): November 1st, 2021						Targets/Forecasts (2022/23)								
			Headcount			NPL FTE	30credit FTE	Headcount			NPL FTE	30credit FTE	Headcount			NPL FTE	30credit FTE						
			New to UBC	Internal Transfers	New to Program			Continuing	Total	New to UBC			Internal Transfers	New to Program	Continuing			Total	New to UBC	Internal Transfers	New to Program	Continuing	Total
BA	1	210	199	1	200	36	236	199	199	184	1	185	35	220	181	181	209	1	210	30	240	202	202
	2		14	6	20	116	136	110	110	8	1	9	92	101	87	87	16	6	22	113	135	111	111
	3		12	9	21	133	154	124	124	4	2	6	141	147	124	124	13	9	22	107	129	105	105
	4				-	149	149	111	110		1	1	152	153	122	118	-	-	-	153	153	117	115
	BA Subtotal		225	16	241	434	675	543	542	196	5	201	420	621	514	510	238	16	254	403	657	535	533
BASC	1	90	86	4	90	19	109	95	116	82	2	84	15	99	86	105	88	2	90	19	109	94	116
	2		2	26	28	66	94	82	99		26	26	82	108	88	106	1	29	30	65	95	81	97
	3		1		1	77	78	72	83			-	64	64	55	65	-	-	-	84	84	75	88
	4				-	78	78	65	74			-	80	80	62	65	-	-	-	86	86	70	77
	BASC Subtotal		89	30	119	240	359	314	371	82	28	110	241	351	291	341	89	31	120	254	374	321	378
BEDA	5																						
	BEDA Subtotal																						
BEDC	5																						
	BEDC Subtotal																						
BFA	1	5	5	-	5	-	5	4	3	5		5		5	5	5	5	-	5	1	6	5	5
	2		2	1	3	3	6	4	5	1		1		1	1	1	2	2	4	2	6	5	5
	3			2	2	1	3	3	3			-	6	6	5	5	-	2	2	2	4	3	3
	4				-	10	10	8	8			-	7	7	7	7	-	-	-	8	8	6	6
	BFA Subtotal		7	3	10	14	24	18	18	6		6	13	19	17	18	7	4	11	13	24	19	20
BHES	1	4	3	1	4	1	5	4	4	2		2	1	3	2	2	4	-	4	-	4	3	3
	2		1	1	2	2	4	4	4			-	1	1	1	1	-	1	1	2	3	3	3
	3		1		1	3	4	3	3			-	4	4	3	3	1	-	1	1	2	2	2
	4				-	4	4	3	3			-	3	3	2	2	-	-	-	4	4	3	3
	BHK Subtotal		5	2	7	10	17	15	15	2		2	9	11	8	8	5	1	6	7	13	11	11
BMGT	1	88	85	3	88	21	109	93	93	79	2	81	11	92	77	77	85	3	88	11	99	84	84
	2		4	18	22	47	69	61	61	10	5	15	70	85	75	75	6	13	19	49	68	62	62
	3		3	2	5	78	83	77	81	3	5	8	78	86	77	77	4	2	6	82	88	80	82
	4				-	114	114	100	97			-	121	121	95	91	-	-	-	93	93	78	76
	BMGT Subtotal		92	23	115	260	375	331	332	92	12	104	280	384	324	320	95	18	113	235	348	304	303
BMS	1	5	6	-	6	1	7	7	7	6		6		6	6	6	5	-	5	1	6	6	6
	2				-	1	1	1	1			-	1	1	1	1			-	3	3	2	2
	3				-	-	-	-	-			-	2	2	2	2			-	2	2	2	2
	4				-	2	2	2	2			-	1	1	1	1			-	2	2	2	2
	BMS Subtotal		6	-	6	4	10	9	9	6		6	4	10	10	10	5	-	5	8	13	12	12
BNLF	3	-																					
	4																						
	BNLF Subtotal																						
BSc	1	200	173	2	175	37	212	179	179	216	1	217	38	255	216	216	198	2	200	30	230	195	195
	2		11	6	17	112	129	106	106	20	6	26	114	140	117	117	13	7	20	131	151	125	125
	3		7	4	11	109	120	103	103	7	4	11	130	141	121	120	7	5	12	142	154	133	133
	4			1	1	143	144	109	106			-	145	145	112	99		-	-	165	165	127	120
	BSc Subtotal		191	13	204	401	605	497	493	243	11	254	427	681	566	552	218	14	232	468	700	580	573
BSN	1	18	18	6	24	-	24	22	23	2	2	4		4	3	3	14	4	18	-	18	16	17
	2				-	-	-	-	-			-		-	-	-			-	4	4	4	4
	3				-	-	-	-	-			-		-	-	-			-	-	-	-	-
	4				-	-	-	-	-			-		-	-	-			-	-	-	-	-
	BSN Subtotal		18	6	24	-	24	22	23	2	2	4		4	3	3	14	4	18	4	22	20	21
BSUS	1	3			3		3	3	3										3		3	3	3
	2				-	-	-	-	-			-		-	-	-			-	-	-	-	-
	3				-	-	-	-	-			-		-	-	-			-	-	-	-	-
	4				-	-	-	-	-			-		-	-	-			-	-	-	-	-
	BSUS Subtotal		-	-	3	-	3	3	3										3	-	3	3	3
First Year New To Program Total					595							584							623				
Total		623	633	93	729	1,363	2,092	1,752	1,805	629	58	687	1,394	2,081	1,733	1,762	671	88	762	1,392	2,154	1,805	1,855
Total Fiscal FTE								1,944						1,951							2,023		

Definitions

“New to UBC” - includes all students who are first-time students to UBC.

“Internal transfers” - includes all students already attending UBC, but transferring to a new program from when they first enrolled.

“New to Program” - includes the sum of all students who are “new to UBC” or “internal transfers” from other programs.

“Continuing” - includes the students who are continuing in that year level, i.e. student(s) that have not yet progressed to the next year level of their program.

“Total” - the sum of “new to program” and “continuing” by year level.

“FTE” - this report is calculated based on the normal program load (NPL) FTE formula for undergraduate students. The divisor used to calculate FTE for each student is the normal number of credits that equal a full-time program for that student within the winter terms.

“30 credit FTE” - the appendix also includes 30 credit FTE in Tables 2, 3, and 4 for budget planning. The divisor used to calculate FTE for each student is 30. Thirty credit FTE is only calculated for undergraduate students.

“Forecast” - The forecast portion of the report refers to continuing students. The number of continuing students in each program and year level is modelled using the best recent information on student progression patterns at UBC's Okanagan campus.

“Target” - The target portion of the report refers to the first-year new-to-program students that are explicitly targeted by UBC for intake in the winter session of each year.

Exclusions from the Detailed Reports

Exchange, Visiting, Unclassified, Access and other non-degree student records (including Education certificate and diploma programs CIEP and DIEP) are excluded in the detailed tables that follow, but have been included in our analysis where applicable.

Appendix: Target and Actual headcounts, 2017/18 through 2022/23

The following tables present actual headcounts against targets for new-to-program entry-year students, by Faculty and degree program, over the past four years, including the current year (as of November 1). Table A.1 combines both domestic and international targets, while A.2 and A.3 break them down by domestic and international respectively. Table A.4 shows the graduate student forecasted annualized FTE compared to the actuals broken into domestic and international graduate students.

Table A.1: Overall Target and Actual Entry-year, New-to-program Headcounts

Program	2018/19		2019/20		2020/21		2021/22		2022/23	
	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual
BA	510	584	610	661	610	761	610	647	610	
BASC	320	332	360	333	370	425	380	409	380	
BEDA	50	41	60	69	60	63	60	52	70	
BEDC	50	63	60	66	60	53	60	57	70	
BFA	28	40	33	36	43	28	40	39	40	
BHES	204	234	204	200	204	225	204	216	204	
BMGT	228	272	245	266	263	230	273	233	273	
BMS	30	20	30	1	20	12	30	28	25	
BNLF	-	-	-	-	-	-	10	9	10	
BSC	730	685	750	701	775	821	775	826	800	
BSN	130	134	130	134	130	147	154	156	170	
BSUS	-	-	-	-	-	-	30	-	30	
Total	2,280	2,405	2,482	2,467	2,535	2,765	2,626	2,672	2,682	

Table A.2: Domestic Target and Actual Entry-year, New-to-program Headcounts

Program	2018/19		2019/20		2020/21		2021/22		2022/23	
	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual
BA	410	392	410	481	410	557	410	462	400	
BASC	260	268	280	255	280	339	290	325	290	
BEDA	50	41	60	69	60	63	60	52	70	
BEDC	50	63	60	66	60	53	60	57	70	
BFA	25	36	30	29	35	28	35	34	35	
BHES	200	227	200	196	200	222	200	214	200	
BMGT	160	166	170	165	175	129	185	152	185	
BMS	24	15	24	1	16	10	24	22	20	
BNLF	-	-	-	-	-	-	10	9	10	
BSC	600	542	600	552	600	603	600	609	600	
BSN	130	134	130	134	130	147	130	152	152	
BSUS	-	-	-	-	-	-	27	-	27	
Total	1,909	1,884	1,964	1,948	1,966	2,151	2,031	2,088	2,059	

Table A.3: International Target and Actual Entry-year, New-to-program Headcounts

Program	2018/19		2019/20		2020/21		2021/22		2022/23	
	Target	Actual	Target	Actual	Target	Actual	Target	Actual	Target	Actual
BA	100	192	200	180	200	204	200	185	210	
BASC	60	64	80	78	90	86	90	84	90	
BEDA	-	-	-	-	-	-	-	-	-	
BEDC	-	-	-	-	-	-	-	-	-	
BFA	3	4	3	7	8	-	5	5	5	
BHES	4	7	4	4	4	3	4	2	4	
BMGT	68	106	75	101	88	101	88	81	88	
BMS	6	5	6	-	4	2	6	6	5	
BNLF	-	-	-	-	-	-	-	-	-	
BSC	130	143	150	149	175	218	175	217	200	
BSN	-	-	-	-	-	-	24	4	18	
BSUS	-	-	-	-	-	-	3	-	3	
Total	371	521	518	519	569	614	595	584	623	

Table A.4: Graduate Forecasted and Actual Annualized FTE

Program	2018/19		2019/20		2020/21		2021/22		2022/23	
	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual
Domestic	458	517	541	577	563	611	616	605	617	
International	244	276	264	328	325	349	349	402	410	
Total	702	793	805	904	887	960	965	1,007	1,027	



THE UNIVERSITY OF BRITISH COLUMBIA

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24 February 2022

To: Okanagan Senate
From: Curriculum Committee
Re: Curriculum Proposals (approval)

The Curriculum Committee has reviewed the material forwarded to it by the Faculties and encloses those proposals it deems ready for approval.

Therefore, the following is recommended to Senate:

Motion: *That the new course brought forward by the Faculty of Science be approved.*

- a. From the Faculty of Science
 - i. BIOL 359 – New Course

For the Committee,

Dr. Yves Lucet
Chair, Curriculum Committee



Curriculum Proposal Form

New/Change to Course/Program – Okanagan campus

Category: 1	
Faculty/School: Faculty of Science Dept./Unit: Biology Faculty/School Approval Date: 20211214 Effective Session: 2022W	Date: 20211130 Contact Person: Dr. Mark Rheault Phone: 250-807-9630 Email: mark.rheault@ubc.ca
Type of Action: New Course	
<p>Rationale: This new course combines the lab components from BIOL 354 and BIOL 356 into a single comprehensive laboratory course. The lab content from BIOL 354 & 356 will be consolidated and updated into this new Comparative Physiology Laboratory course, BIOL 359. This will create a capstone laboratory experience in Zoology at UBC Okanagan.</p> <p>The Zoology major is growing at UBC Okanagan with continued increasing enrollment. It is attractive to students as it is a degree program currently only offered at UBC Okanagan (not at UBCV).</p> <p>BIOL 359 will provide a much needed, focused capstone laboratory experience within the Zoology Major. This will strengthen the undergraduate Zoology experience and provide the necessary practical skills and knowledge to students wishing to pursue graduate training in zoology or physiology and/or professional disciplines such as Medicine or Veterinary Medicine.</p> <p>In addition, the creation of this course along with the proposed changes to BIOL 354 and BIOL 356 will permit the Department of Biology to use the currently available resources to continue offering BIOL 354 and BIOL 356 as required and elective courses for students in the Biology, Ecology and Evolutionary Biology, Microbiology, and Biochemistry Majors.</p>	
<p>Proposed Academic Calendar Entry:</p> <p><u>BIOL 359 (3) Physiology Laboratory</u> <u>Experimental cellular and animal physiology.</u> <u>Topics include cell volume regulation,</u> <u>membrane transport, pH regulation,</u> <u>neuronal physiology, respiratory physiology,</u> <u>cardiac physiology, muscle physiology and</u> <u>renal physiology. Restricted to students in</u> <u>the Zoology Major or Honours program. [1-</u> <u>4-0]</u> <u>Prerequisite: BIOL 354.</u> <u>Co-requisite: BIOL 356</u></p>	<p>Draft Academic Calendar URL: BIOL - Biology - Courses - Okanagan Academic Calendar 2021/22 - UBC Student Services</p> <p>Present Academic Calendar Entry:</p> <p>N/A</p>



24 February 2022

To: Okanagan Senate

From: Senate Learning and Research Committee

Re: Disestablishment of an Institute (approval)

The Senate Learning and Research Committee has reviewed a request from the Co-directors of the Regional Socio-Economic Development Institute of Canada (RSEDIC) for the disestablishment of RSEDIC.

The Learning and Research Committee is the responsible committee under Policy O-5 *Research Centres & Research Institutes*.

The policy requires both Senate and Board approval for the disestablishment of an Institute.

That attached backgrounder sets out details about the establishment of RSEDIC, the goals it has achieved and the reasons for the requested disestablishment.

The Committee has considered the request for disestablishment and recommends the following:

Motion: ***“THAT pursuant to Policy O-5 Research Centres & Research Institutes, Senate approve and recommend to the Board of Governors the disestablishment of the Regional Socio-Economic Development Institute of Canada.***

Respectfully submitted,

Dr. Sally Willis-Stewart, Chair
Senate Learning and Research Committee

Background document prepared for Senate

REGIONAL SOCIO-ECONOMIC DEVELOPMENT INSTITUTE OF CANADA (RSEDIC)

Background and accomplishments

The Regional Socio-Economic Development Institute of Canada (RSEDIC) was approved by Senate in 2015 to connect with communities, both locally and internationally. Its purpose was twofold:

1. To impact regional economies
2. To provide interdisciplinary research and training opportunities for faculty and graduate students

During its tenure, RSEDIC housed a number of research projects, ran two seed grant competitions, supported trainees, and served as a hub for research on topics relevant to socio-economic impact and change.

Examples of research that outgrew the institute include:

1) Position the BC Wine Industry for International Growth

This project began in 2015 with the initiation of a \$1.3 million funding agreement with Western Economic Development, building on work over the previous two years in partnership with KEDGE Business School, Bordeaux. The project went on to receive funding from SSHRC, and has produced a series of reports and 2 refereed journal publications to date. The project – and RSEDIC’s support – was instrumental in UBC’s Wine Research Centre being transformed in 2020 from a Vancouver based, single campus, single faculty unit, to a dual campus, cross faculty unit headquartered in the Okanagan. RSEDIC also provided early support to Dr. Wes Zandberg, Department of Chemistry, which helped to seed his Eminence-funded research cluster in Wine and Grapes.

2) Socio-technical change and regional economic development

This project began in 2016 in partnership with TU-Delft, bringing together researchers from Germany, the Netherlands, and western Canada to examine the western Canadian aerospace industry, clean technology, and the access of rural and remote communities to goods and services, resource development, and healthcare. This early partnership sparked multiple research collaborations, most notably the work of Dr. Eric Li, in the Faculty of Management, and Dr. Kathy Rush, in the Faculty of Nursing. Dr. Li and Dr. Rush built upon the synergies of these initial RSEDIC meetings and developed an Eminence-funded research excellence cluster around Rural

Health and Technological Change/Advancement, as well as a largescale project in food security and social innovation, which is funded by a SSHRC Partnership Development grant, a SSHRC Partnership Engage grant, and which is supported by a Principal's Research Chair in Social Innovation for Rural Health and Food Security, held by Dr. Li.

In addition to direct support for research and associated activities, RSEDIC engaged heavily in advocacy for regional socio-economic impact. This contributed to the Okanagan campus identifying socio-economic impact as one of two key cross-cutting research themes, which is reflected not only in strategic documents, but as part of the Eminence cluster funding program. In this, RSEDIC succeeded in amplifying the theme of regional impact campus-wide.

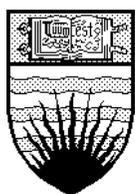
Discontinuation and next steps

In the field of socio-economic change and regional development, it has become clear – not least through the activities and successes of RSEDIC, but also through the development of initiatives such as the recently approved dual degree Master of Management, and the new Wine Sector Coop specialisation - that there are opportunities to develop interlinked research, programming and community engagement activities that are interdisciplinary, cut across the organisational boundaries of UBC and the Okanagan campus, and prioritise a global-local nexus. Those opportunities extend beyond the remit of a research institute such as RSEDIC.

Accordingly, a new unit has been established by faculty and staff across campus: SE-Change (Social and Economic Change Laboratory). SE-Change is the unit that developed and will operate the dual degree MM, and it is the administrative base for the Wine Research Centre. It is taking up aspects of the research agenda prioritised by RSEDIC – current focal points include wine, social innovation, applied health economics, and international development. SE-Change is presently a unit in the Faculty of Management, delivering its activities through interdisciplinary groups of faculty and staff across the Okanagan and Vancouver campuses. Its vision:

- *To provide space and resource for faculty from across campus to be innovative in research, programming and associated community engagement in the field of social and economic change*
- *To engage publics on their diverse interests, sharing and co-creating knowledge through activities that are co-created by people of the Okanagan and Interior, and UBC faculty and staff*

THE UNIVERSITY OF BRITISH COLUMBIA



SENATE POLICY:
O-5.1

OKANAGAN SENATE
c/o Enrolment Services University
Centre
UBC Okanagan Campus

Number & Title

O-5: *Research Centres & Research Institutes*

Effective Date:

September 1, 2020

Approval Date:

May 28, 2020

Review Date:

This policy shall be reviewed five (5) years after approval and thereafter as deemed necessary by the *Responsible Committee*.

Responsible Committee:

Learning and Research

Authority:

University Act, S. 27 (2)

“Without limiting subsection (1) or the general powers conferred on the board by this Act, the board has the following powers:

(k) to provide for chairs, institutes, fellowships, scholarships, exhibitions, bursaries and prizes the board and the senate consider advisable;”

47 (2)

(2) A university must, so far as and to the full extent that its resources from time to time permit, do all of the following:

(a) establish and maintain colleges, schools, institutes, faculties, departments, chairs and courses of instruction

Purpose and Goals:

This policy is designed to:

- 1) Provide a mechanism for the establishment and disestablishment of *Research Centres* and *Research Institutes*; and
- 2) Define the nature of *Research Centres* and *Research Institutes*.

Applicability:

This policy is applicable for all *Research Centres* and *Research Institutes* at the *Okanagan* campus of the *University*.

Exclusions:

None.

Definitions:

For the purposes of this policy and in all other policies in which they are not otherwise defined:

Research Centre shall mean a *centre* as per the *University Act* and other applicable *Senate* and *Board* policies.

Research Institute shall mean an *institute* as per the *University Act* and other applicable *Senate* and *Board* policies.

Policy:

- 1) *Research Institutes*
 - a. *A Research Institute*:
 - i. Is established or disestablished by the *Board* upon recommendation and with the approval of the *Senate*.
 - ii. Is not normally identified with or located within a faculty.
 - iii. Is an *Academic Unit* with an intended permanent or ongoing nature.
 - iv. Generally involves external funding as well as a *UBC Okanagan* base operating budget.
 - v. Has appropriate administrative personnel appointed, including a director.
 - vi. Shall be governed through a steering committee which shall include senior administrators as well as *faculty members* and the *Research Institute* director. The exact membership of each *Research Institute*'s steering committee shall be determined by the Vice-Principal, Research in consultation with the relevant dean or deans.

- vii. May have an external advisory board appointed by the *Research Institute* director in consultation with the Vice-Principal, Research.
- viii. Shall submit annual reports to the *Senate* on its activities.
- ix. May have *faculty members* appointed part-time provided that such members also hold an appointment to a faculty.

b. Development and Approval of *Research Institutes*:

The steps set out below shall be used to establish a new *Research Institute*:

- i. Proposal initiated by faculty, Dean, or other university personnel.
- ii. Preliminary plan submitted to the Vice-Principal, Research.
- iii. Upon approval of preliminary plan by the Vice-Principal, Research, the faculty, Dean, or other university personnel that developed the preliminary plan will proceed to develop a full proposal for the creation of an Institute.
- iv. The full proposal shall describe the governance structure of the proposed institute; an *institute* operational plan; procedure and plans for review following a specified period of operation; a sustainability plan; and performance metrics that the *Research Institute* will obtain within three years and within six years after approval.
- v. The proposal for a new *Research Institute* shall be provided to the Vice-Principal, Research who will coordinate a review by all faculties, and the Chief Librarian of the Okanagan Library, for overlap with existing initiatives, and consideration of complementary versus competitive or duplicative efforts in research, teaching and community linkages. The full proposal and the results of such review will be forwarded to the *Responsible Committee* for consideration in making its recommendation on whether to approve the proposal.
- vi. The *Responsible Committee* shall report to Senate with any recommendations regarding the proposed *Research Institute*.
- vii. *Senate* recommends approval by the *Board of Governors*.
- viii. Once approved, the proposal returns to the Vice-Principal, Research for implementation oversight.
- ix. The Vice-Principal, Research will report annually to the *Responsible Committee* on each of the *Research Institutes* in operation on the Okanagan Campus.

2) *Research Centres*

a. A *Research Centre*:

- i. Is established or disestablished by a faculty or college dean (or,

- in the case of multi-faculty *Research Centres* by the relevant deans serving as a decanal steering committee) after consultation with the Provost and under procedures set by the relevant faculty or faculties.
- ii. Shall have a host faculty or college, or in the case of multi-faculty *Research Centres*, shall be hosted within multiple faculties under such arrangements acceptable to the relevant decanal steering committee.
 - iii. Has a project or theme-based mandate that focuses on scholarly or scientific investigation or inquiry; often associated with an internal or external grant.
 - iv. Benefits from single or multi-faculty involvement.
 - v. Is led by a director who reports to the host faculty or college dean (or a decanal steering committee for multi-faculty *Research Centers*) who report(s) in turn to the Provost on matters relating to the *Research Centre*. A *Research Centre* is otherwise governed as its host faculty, faculties, or college see fit.
 - vi. Does not offer academic programs or courses; *Research Centres* may only offer non-academic courses and non-credit credentials.

b. Establishment and Review of *Research Centres*:

The steps set out below shall be used for the establishment and review of *Research Centres*:

- i. A new *Research Centre* shall be established by a dean or deans on the recommendation of the head or heads of relevant *Academic Units* after consultation with the Provost and Vice-Principal, Research; *Research Centres* are only to be established within a host faculty, college, or within several host faculties.
- ii. Upon establishment, a *Research Centre* must have a management plan that includes a mandate, sources of funding, and a schedule for review. As a result of such a review, the dean or Decanal Steering Committee may determine that a research centre may continue as a research centre, be considered for transition to a research institute or other type of unit, or be discontinued as appropriate. This management plan and any amendments thereto are to be copied to the Provost and the Vice-Principal, Research.
- iii. Upon receipt of the initial management plan, the Vice-Principal, Research will report, for information, on the establishment of a centre to *Senate*, but their establishment does not require *Senate* approval. Upon receipt of an amended management plan that indicates that a *Research Centre* will be discontinued, the Vice-Principal, Research will also report that to *Senate* for information.

Calendar Statement:

There are no calendar statements under this policy.

Consultations

The following groups have been consulted during the development of this policy:

Office of the Vice-Principal, Research and Innovation

History:

The second version of this policy transfers responsibility to the Learning and Research Committee. Additionally, the policy was revised in consultation with the Office of the Vice-Principal, Research and Innovation, to reflect current practices and clarify requirements for full proposals. The first version of this policy was approved by Senate in October 2010.

Related Policies:

None.

Appendix:

There is no appendix to this policy.



To: Senate
From: Nominating Committee

Re: Amendments to Policy AP5: Deans Appointment Policy

Date: 9 February 2022

Earlier this academic year the Senate approved changes to Policy AP 5- Deans Appointment Policies. At that time, it was noted that there was an unresolved matter regarding faculty forums for decanal candidates that would be brought back to Senate once the respective Board and Senate committees had developed a proposal. The Nominating Committee is pleased to report that following discussions with its counterpart for the Vancouver Senate and with the Employee Relations Committee of the Board of Governors, the following new language is being recommended for approval. The text to be added is in yellow in the attached draft, and establishes a requirement for a forum where members of the relevant faculty can, in a forum specified to be confidential, meet with and then provide feedback on shortlisted candidates for deans. The Nominating Committee is pleased to recommend that Senate resolve as follows:

That Senate approving the amended Policy AP5 (Deans Appointment Policy) as set out in the attached proposal.

 The University of British Columbia Board of Governors	Policy No.: AP5
Long Title: Appointment of Deans (Joint Board and Senate Policy)	
Short Title: Deans Appointment Policy	

Background & Purposes:

Section 27(2)(f) of the *University Act*, R.S.B.C. 1996 c. 468 empowers the Board of Governors, with the approval of the UBC Okanagan Senate and the UBC Vancouver Senate, to establish procedures for the recommendation and selection of candidates for *Deans*.

1. Governing Principles

1.1 **Purpose:** This Policy is intended to:

1.1.1 comply with section 27(2)(f) of the *University Act*, R.S.B.C. 1996 c. 468 and, with the approval of the UBC Okanagan Senate and the UBC Vancouver Senate, to establish procedures for the selection and recommendation of candidates for *Deans*; and

1.2 **Method:** To succeed in this purpose this Policy:

1.2.1 must be approved by the UBC Okanagan Senate, the UBC Vancouver Senate, and the Board of Governors, and not be amended without the same approvals; and

1.2.2 will describe the creation of committees advising the President on recruitment and selection of *Deans*, before the President makes a recommendation to the Board of Governors.

2. **Definitions and Interpretation Rules:** A schedule to this Policy establishes the definitions of terms used in this Policy and any unique rules of interpretation that apply to this Policy.

3. Scope

3.1 General:

3.1.1 This Policy applies to all appointments of *Deans*.

3.1.2 The President shall provide advice and recommendations to the Board of Governors on the selection of *Deans*.

3.1.3 *Advisory Committees* are to be established at the call of the President to consider candidates for an appointment as a *Dean* and to advise the President on recommendations to the Board of Governors.

4. Advisory Committees and Search Process

4.1 **President Convenes:** For the selection of candidates for *Deans* the President shall convene an *Advisory Committee* to consider and advise the President on the candidates before the President makes a recommendation to the Board of Governors ("*Advisory Committee*").

4.2 **Search Process:** Before the final selection of a Dean is made, the final candidates for the position of a Dean will be requested to participate in a confidential forum to which the following individuals will be invited:

4.2.1 the faculty members of the applicable Faculty;

4.2.2 the staff members employed within such Faculty;

4.2.3 the undergraduate students registered in a degree program offered by such Faculty;

4.2.4 the graduate students associated with such Faculty; and

4.2.5 the postdoctoral fellows appointed to such Faculty or to any academic units therein.

The *Advisory Committee* may, where it determines that it would be feasible and appropriate, make recordings of the fora available for viewing, with the appropriate safeguards, by individuals listed in sections 4.2.1, 4.2.2, 4.2.3, and 4.2.4. The identity of the finalists will be disclosed to forum participants at the forum. Although forum participants will not be required to sign written confidentiality agreements, they are nonetheless subject to the confidentiality requirements set out in section 4.3 of this Policy.

4.3 **Confidentiality:** In order to protect the integrity and effectiveness of the decanal search process and to ensure compliance with FIPPA, all participants in a decanal search process, including (i) *Advisory Committee* members, and (ii) participants in a forum held pursuant to section 4.2 of this Policy, must respect, safeguard, and maintain the privacy of the candidates, including keeping their identity confidential, in accordance with the requirements of this Policy, FIPPA and any other requirements respecting confidentiality that may be set by the Board of Governors or the President from time to time. Any breach of confidentiality requirements is a breach of this Policy.

5. Deans

5.1 For the selection of the *Dean* of a *UBC Okanagan Faculty*, the *Dean* of a *UBC Vancouver Faculty*, or the *Dean* of the *UBC Okanagan College of Graduate Studies*, the President will convene an *Advisory Committee* with the following membership:

For the selection of a Dean (other than the Dean of the UBC Vancouver Faculty of Graduate and Postdoctoral Studies and the Dean of the UBC Okanagan College of Graduate Studies)			
Position	#	Source/Composition	Appointed by:
Chair	1	Either the Provost and Vice-President, Academic (UBC Vancouver) or the Provost and Vice-President, Academic (UBC Okanagan), as applicable	Ex Officio (See "Chair Designation")
Secretary	*	A member of the administrative staff of the Chair *(non-voting and not counted in quorum)	Chair
Members	4	Faculty members elected by and from the faculty members whose primary appointment is in the Faculty concerned	Election
	4	Persons	President
	1	Undergraduate student elected by and from the undergraduate students registered in the Faculty concerned	Election
	1	Graduate student elected by and from the graduate students associated with the Faculty concerned	Election
Additional Members	N/A	Such other person(s) as the President may choose to appoint	President
	N/A	One faculty member elected by and from the faculty members whose primary appointment is in the Faculty concerned for each Additional Member appointed by the President	Election
	N/A	One undergraduate student elected by and from the undergraduate students registered in the Faculty for every four Additional Members appointed by the President	Election
	N/A	One graduate student elected by and from the graduate students associated with the Faculty for every four Additional Members appointed by the President	Election

For the selection of the Dean of the UBC Vancouver Faculty of Graduate and Postdoctoral Studies or the Dean of the UBC Okanagan College of Graduate Studies (referred to in this chart as "FGPS" and "COGS", respectively)			
Position	#	Source/Composition	Appointed by:
Chair	1	Either the Provost and Vice-President, Academic (UBC Vancouver) or the Provost and Vice-President, Academic (UBC Okanagan), as applicable	Ex Officio (See "Chair Designation")
Secretary	*	A member of the administrative staff of the Chair *(non-voting and not counted in quorum)	Chair
Members	4	Faculty members elected by and from the faculty members who are members of FGPS or COGS, as applicable	Election
	4	Persons	President
	1	Graduate student elected by and from the graduate students associated with FGPS or COGS, as applicable	Election
Additional Members	N/A	Such other person(s) as the President may choose to appoint	President
	N/A	One faculty member elected by and from the faculty members whose primary appointment is in FGPS or COGS, as applicable, for each Additional Member appointed by the President	Election

	N/A	Two graduate students elected by and from the graduate students associated with FGPS or COGS, as applicable, for every four Additional Members appointed by the President	Election
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5.2 For the selection of the *Dean of a Dual-Campus Faculty*, the President will convene an *Advisory Committee* with membership that is generally consistent in balance as that set out for the *Advisory Committees* for the selection of *Deans of UBC Okanagan Faculties* and *UBC Vancouver Faculties*, but the President will also consider balance between the *UBC Okanagan Division* of the *Dual-Campus Faculty* and the *UBC Vancouver Division* of the *Dual-Campus Faculty*. The President will normally consult with both the Provost and Vice-President, Academic (UBC Vancouver), and the Provost and Vice-President, Academic (UBC Okanagan), as appropriate. By way of example and without limiting the discretion of the President, the composition of an *Advisory Committee* for the selection of a *Dean* of the Faculty of Applied Science (which became a *Dual-Campus Faculty* effective as at July 1, 2005) could be as follows:

For selection of a Dean of the Faculty of Applied Science			
Position	#	Source/Composition	Appointed by:
Co-Chairs	2	The Provost and Vice-President, Academic (UBC Vancouver) and the Provost and Vice-President, Academic (UBC Okanagan)	Ex Officio
Secretary	*	A member of the administrative staff of one of the Co-Chairs, selected by mutual agreement between the Co-Chairs *(non-voting and not counted in quorum)	Co-Chairs
Members	4	Faculty members elected by and from the faculty members whose primary appointment is in the <i>UBC Vancouver Division</i> of the Faculty of Applied Science	Election
	1	Faculty member elected by and from the faculty members whose primary appointment is in the <i>UBC Okanagan Division</i> of the Faculty of Applied Science	Election
	5	Persons	President
	1	Undergraduate student elected by and from the undergraduate students registered in the <i>UBC Vancouver Division</i> of the Faculty of Applied Science	Election
	1	Undergraduate student elected by and from the undergraduate students registered in the <i>UBC Okanagan Division</i> of the Faculty of Applied Science	Election
	1	Graduate student elected by and from the graduate students associated with the Faculty of Applied Science	Election
Additional Members	N/A	Such other person(s) as the President may choose to appoint	President
	N/A	One faculty member elected by and from the faculty members whose primary appointment is in the Faculty of Applied Science for each Additional Member appointed by the President	Election

	N/A	One eligible student elected by and from the eligible students for every four Additional Members appointed by the President (where the eligible students are comprised of the undergraduate students who are registered in the Faculty of Applied Science and the graduate students who are associated with the Faculty of Applied Science)	Election
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5.3 **Chair Designation:** The Chair of the *Advisory Committee* shall be:

5.3.1 the Provost and Vice-President, Academic (UBC Vancouver) if the Faculty for which the *Dean* is being selected is a *UBC Vancouver Faculty*;

5.3.2 the Provost and Vice-President, Academic (UBC Okanagan) if the *Dean* is being selected for a *UBC Okanagan Faculty* or the *UBC Okanagan College of Graduate Studies*; or

5.3.3 the Provost and Vice-President, Academic (UBC Vancouver) and the Provost and Vice-President, Academic (UBC Okanagan), acting jointly as Co-Chairs if the Faculty for which the *Dean* is being selected is a *Dual-Campus Faculty*.

5.4 **Elections:** The Elections Committee of the Council of Senates (the “Elections Committee”) or its delegate will determine the procedures and timelines for nominations and elections of student members and faculty members of *Advisory Committees*. For student members, the Elections Committee or its delegate may authorize a student society to conduct the nominations and elections processes set by the Elections Committee or its delegate on behalf of the Elections Committee or its delegate. If no individual is elected by the end of an election process, the Chair of the applicable *Advisory Committee* may appoint the requisite number of members from the applicable constituency.

5.5 **Appointment Term:** A *Dean* may be appointed for up to 5 years per term.

6. Replacement of Advisory Committee Members

6.1 **Vacancy or Inability to Participate:** If a member of an *Advisory Committee* becomes unwilling or unable to serve as a member of the *Advisory Committee* before it has completed its work the President may appoint a replacement member in the President’s discretion. While the replacement member may be any person whose participation is expected to contribute significantly to the *Advisory Committee’s* activities, the usual practice is for the President to replace a member from a stakeholder group with a person from that group. For example, if the member being replaced is a faculty member elected from the Okanagan Division of the Faculty of Applied Science, the replacement member would normally be appointed from the Okanagan Division of the Faculty of Applied Science. If the President does not appoint a replacement member, the *Advisory Committee* may complete its work notwithstanding the vacancy.

6.2 **Student Status:** If a student member of an *Advisory Committee* ceases to be a student at the University but remains willing and able to continue to serve as a member of the *Advisory Committee*, the President may permit the student to continue to serve or may appoint a replacement student member at the President’s discretion. Any such replacement student must meet the same eligibility requirements as the student who is being replaced. For example, if the

student being replaced is a graduate student elected by and from the graduate students associated with a specific Faculty, the replacement student will be appointed from the graduate students associated with that Faculty.

- 7. Customary Practices:** In making appointments to an *Advisory Committee*, including replacement appointments under Section 6, the President will consider equity and will seek to include a diverse range of perspectives and experiences, such as from various academic disciplines and underrepresented stakeholder communities. The President will normally also consult with representative stakeholder groups and the Chair of the Nominating Committee of the UBC Okanagan Senate or the Chair of the Nominating Committee of the UBC Vancouver Senate, as appropriate.
- 8. Procedures Not to Conflict:** Provided that they are not in conflict with this Policy, the Procedures associated with this Policy may be created and amended in the same way as the Procedures associated with any other Policy passed by the Board of Governors.

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Schedule to Deans Appointment Policy

Definitions and Other Interpretation Rules

1. Definitions

In the Deans Appointment Policy, the following terms have the meaning defined below, and shall have the same meaning in any Procedures associated with that Policy:

- a. **“Advisory Committee”** means an advisory committee to the President as defined in section 4.1.
- b. **“Deans”** means:
 1. the Deans of UBC Okanagan Faculties;
 2. the Dean of the UBC Okanagan College of Graduate Studies;
 3. the Deans of UBC Vancouver Faculties; and
 4. the Deans of *Dual-Campus Faculties*.
- c. **“Dual-Campus Faculty”** has the same meaning attributed to it in resolutions passed by the Board of Governors on June 3, 2005. [Note: As at July 1, 2018, the *Dual-Campus Faculties* are the Faculty of Applied Science and the Faculty of Education.]
- d. **“FIPPA”** means the *Freedom of Information and Protection of Privacy Act* (British Columbia).
- e. **“Responsible Executive”** means:
 1. individual(s) assigned by the President, from time to time, to be responsible for this Policy and any associated Procedures; and
 2. any sub-delegate of that assigned responsible individual(s) except to the extent that the power to delegate is specifically excluded in this Policy or in the appointment by the President.
- f. **“UBC Okanagan College of Graduate Studies”** means the College of Graduate Studies as established by resolutions passed by the Board of Governors on January 26, 2006.
- g. **“UBC Okanagan Division”** has the same meaning attributed to it in resolutions passed by the Board of Governors on June 3, 2005.
- h. **“UBC Okanagan Faculty”** has the same meaning attributed to the term “Faculty of UBC Okanagan” in resolutions passed by the Board of Governors on June 3, 2005. [Note: As at July 1, 2020, the *UBC Okanagan Faculties* were the Faculty of Arts and Social Sciences (also known as the Irving K. Barber Faculty of Arts and Social Sciences), the Faculty of Science (also known as the Irving K. Barber Faculty of Science), the Faculty of Creative and Critical Studies, the Faculty of Health and Social Development, and the Faculty of Management.]
- i. **“UBC Vancouver Division”** has the same meaning attributed to it in resolutions passed by the Board of Governors on June 3, 2005.
- j. **“UBC Vancouver Faculty”** has the same meaning attributed to the term “Faculty of UBC Vancouver” in resolutions passed by the Board of Governors on June 3, 2005. [Note: As at July 1, 2018, the

UBC Vancouver Faculties were the Faculty of Arts, the Faculty of Commerce and Business Administration (now known as the Sauder School of Business), the Faculty of Dentistry, the Faculty of Forestry, the Faculty of Graduate and Postdoctoral Studies, the Faculty of Land and Food Systems, the Peter A. Allard School of Law, the Faculty of Medicine, the Faculty of Pharmaceutical Sciences, and the Faculty of Science].

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PROCEDURES ASSOCIATED WITH THE DEANS APPOINTMENT POLICY

Pursuant to the Regulatory Framework Policy the President may approve Procedures or the amendment or repeal of Procedures. Such approvals must be reported to the UBC Board of Governors and the Okanagan Senate and the Vancouver Senate at their next regularly scheduled meetings or as soon thereafter as practicable.

Capitalized terms used in these Procedures that are not otherwise defined herein shall have the meanings given to such terms in the accompanying Policy, being the Deans Appointment Policy.

1. Responsible Executive

1.1 **Appointment:** The individuals assigned by the President to be responsible for the Deans Appointment Policy and these associated Procedures are the Provost and Vice-President, Academic (UBC Vancouver) and the Provost and Vice-President, Academic (UBC Okanagan).

1.2 **Sub-Delegation:** The Responsible Executives are not limited in sub-delegation of the duties hereunder but remain responsible for oversight and answerable to the President.

2. **Remuneration:** The form and amount of remuneration of a *Dean* must be established and documented in writing at or before the effective date of the appointment.

3. Administrative Leaves

3.1 As part of the terms of an appointment, a *Dean* may be granted an administrative leave, to be taken at the conclusion of the appointment, provided however that any such grant of administrative leave as well as any remuneration and/or benefits to be received by the *Dean* during any such administrative leave must be documented in writing at or before the effective date of the appointment.

3.2 Time on administrative leave will not be included in years of service for the purpose of calculating study leave. Any deviations from the provisions of these Procedures dealing with administrative leave may only be made with the written approval of the President.

2022/23 UBCO Operating Budget

Below is a summary of the priority investments identified at UBCO for the fiscal year 2022/23 per strategic plan core area:

Priority Operating Investments (totaling \$2.9m as per slide 9):

- **People and Places** — \$0.8m:

Investments to promote the UBC Wellbeing Strategic Framework to enhance the quality of life of the campus community, and for Athletics and Recreation to support resource and facility development.

Commitment to update UBCO Campus Plan scoping and visioning, as well as system enhancements to facilitate growth pressures with increased support for Integrated Service Centre and enrolment services systems.

- **Local and Global Engagement** — \$0.4m:

Investments to improve communication locally and globally both with potential students and applicants, as well as communications within the university to inform and engage faculty and staff. Increased digital marketing and recruitment, to strengthen UBC's content and strategic presence in the digital space.

- **Research Excellence** — \$0.3m:

Allocations are recommended to enhance research activities on campus, including finance resources to support faculty, improve government and tri-agency reporting, as well as for VP Research and Innovation units and facilities. Funding is also recommended to enhance communications for the research portfolio, as well as content development to promote UBCO's research profile.

- **Transformative Learning** — \$0.8m:

With a focus on student experience, allocations are recommended for the new Student Support and Case Management Office and Global Engagement Office to increase supports available to international students. Funding is also proposed to continue the Interdisciplinary Co-op Education Partner Engagement Advisor, who engages and assists community partners, the online learning technology team which supports the Centre for Teaching and Learning, and the successful makerspace UBCO initiative, which will have dedicated space in the Interdisciplinary Collaboration and Innovation building (ICI) and increased integration in course and program delivery.

Additional resources are recommended for Enrolment Services to support the growing number of award programs and enhance the flexibility and innovation of course scheduling, as well as technical support for the recently developed Career and Personal Education unit of Learning Services.

- **Sustainment/Risk/Compliance** — \$0.6m:

Ongoing commitments are proposed to support climate action, with funding for resources and projects under the Strategic Energy Management Plan. Support is also recommended for IT inventory management and executive search and relocation costs.

Priority New Investments from Excellence Funds (totaling \$5.374m as per slides 15 and 16):

- **Local and Global Engagement** — \$857k:

Beginning in fiscal 2022/23, funding to support an Admissions Advisor for Indigenous Applicants will be made available. After a successful pilot at the Vancouver campus, a parallel role at UBC Okanagan will be established. Further funding will support Indigeneity projects coordinated by Campus Planning to support engagement, design, and translation for signage and to enhance Syilx Okanagan expression and presence at UBC Okanagan. Funding will also go towards Indigenous Programs and Services events and a program manager position to help create a community and sense of belonging that supports the academic success and personal development of Indigenous students; waiver of application fees for Indigenous graduate program applicants; and investment in Indigenous Engagement on select Strategic Projects.

- **People and Places** — \$360k:

New for 2022/23 is an allocation to co-create a Black Resource Centre that will support the learning and engagement of black students on the Okanagan campus, informal space renewal to optimize seating capacity for informal learning spaces and support for make-up in-person graduation ceremonies / celebrations for Class of 2020 and Class of 2021.

- **Transformative Learning** — \$4.118m:

New for 2022/23 is the approval of a High Impact Practice Hub, a collaboration between the offices of AVP Students, Provost and VPA (Okanagan), and Vice-Principal Research and Innovation, with the goal of building a high impact practice student hub as a mechanism to strengthen student communities that engage in experiential learning. Also new are an investment in Learning Resource Service Conservations, an allocation for medium/short term off-campus academic space to address critical space shortage until the Interdisciplinary Collaboration Innovation (ICI) and downtown Kelowna buildings are complete, and one-time faculty funding in amount of \$3.1m to bridge structural deficits while longer term resourcing is evaluated.

- **Research Excellence** — \$40k:

New for 2022/23 is the UBC Okanagan Research and Innovation Patent Fund under the University-Industry Liaison Office (UILO). One-time funding will support growth in patent and legal costs associated with technology transfer activities.