



**SENATE ACADEMIC POLICY COMMITTEE MEETING  
MINUTES**

Monday 30 November 2020 3:32-5:21 p.m. via Zoom

**Attendees**

**Senators**

Meigan Aronson  
Eshana Bhangu  
Julia Burnham  
John Gilbert  
Sathish Gopalakrishnan  
Paul Harrison  
Claudia Krebs  
Kin Lo (Chair)  
C.W. Marshall

Shigenori Matsui

Anubhav Pratap-Singh

Karen Smith

Richard Spencer (Vice-Chair)

Hisham Zerriffi

Justin Zheng

**Ex Officio**

Moura Quayle

Kate Ross

**Guests**

Max Holmes

Marion Pearson

Oana Tama

Annie Yim

**Senate Staff**

Christopher Eaton

Jessica Iverson

**Call to Order**

The meeting of the Senate Academic Policy Committee (the “Committee”) was called to order at 3:32 p.m. on 30 November 2020 by K. Lo, Chair.

**Agenda**

***THAT THE Senate Academic Policy Committee adopt 30 November 2020 agenda as presented.***

Moved: C.W. Marshall

Seconded: C. Krebs

**Carried.**

**Meeting Minutes**

***THAT THE Senate Academic Policy Committee approve the 26 October 2020 meeting minutes as presented.***

Moved: C.W. Marshall

Seconded: P. Harrison

**Carried.**

**Business Arising  
from the Minutes**

None to report apart from the three resubmitted proposals that follow.

**Faculty of  
Pharmaceutical  
Sciences Academic  
Leave Proposals**

K. Lo introduced three resubmitted proposals from the Faculty of Pharmaceutical Sciences to create academic leave Calendar entries for the Bachelor of Pharmaceutical Sciences, Entry-to-Practice Doctor of Pharmacy and Flexible Doctor of Pharmacy degree programs.

***THAT THE Senate Academic Policy Committee approve the Bachelor of Pharmaceutical Sciences Academic Leave Calendar entry as presented.***

Moved: H. Zerriffi  
Seconded: E. Bhangu

P. Harrison asked for confirmation that the processes for students intending to return to studies will actually work. M. Pearson confirmed they will.

**Carried.**

***THAT THE Senate Academic Policy Committee approve the Entry-to-Practice Doctor of Pharmacy Academic Leave Calendar entry as presented.***

Moved: J. Burnham  
Seconded: S. Gopalakrishnan  
**Carried.**

***THAT THE Senate Academic Policy Committee approve the Flexible Doctor of Pharmacy Academic Leave Calendar entry as presented.***

Moved: C. Krebs  
Seconded: J. Burnham  
**Carried.**

**UBC Vancouver  
Scheduling Project**

A. Yim and O. Tama joined the Committee for a presentation on the UBC Vancouver Scheduling Project. K. Lo explained the project has been underway for a number of years. The team is seeking approval for a new approach and engaging broadly. The project has potential ramifications for the Committee.

Key points of the presentation included:

- The project was initiated to identify scheduling solutions to support transformative teaching and learning. UBC's current scheduling model has been in place for over 20 years. Scheduling involves a broad range of stakeholders, so the project was designed to be highly consultative and collaborative to learn about processes, requirements, what's important, what's unique, etc. The team gathered various data to run simulations of potential new scheduling patterns and models, which has allowed them to introduce possible changes in a low risk and demonstrative manner.
- The current scheduling pattern is limited block, and the current model is distributed. The distributed process is not collaborative, creates a have/have not dynamic in terms of departments' accessibility, does not support pedagogical requirements and is very resource-heavy for Scheduling Services.
- The team is recommending moving to a multi-block pattern (1-hr and 1.5 – 3-hr blocks of teaching time with different combinations of days) with a hybrid scheduling model. Faculty will continue to decide what to offer and when to offer it, but now Scheduling Services will take those details and

find a room using a coordinated approach. The room allocation piece is the only difference.

- O. Tama introduced the departmental room zone allocation model. The project team created a zone model with primary (within a 5-min. walk) and secondary (10-min.) zone. The scheduling system will first look for available spaces within the primary zone.
- A. Yim introduced core scheduling elements, all of which facilitate the scheduling of course sections. She drew particular attention to the “Thursday block.” In 2019 the Senate Academic Building Needs Committee recommended this Committee consider eliminating the block altogether, as adherence is not consistent across campus.

Questions:

- A. Pratap-Singh asked if instructors’ mental wellbeing can be included in the scheduling model. He also asked how large labs and tutorials are going to be accommodated. To the first question, A. Yim reinforced faculty retain agency in terms of preferences for when they teach, what they teach and how that happens. A review process will be incorporated should faculty wish to propose changes to their schedules. This process will include clear criteria for consideration. To the second question, O. Tama said those course sections are included in the new pattern.

The Committee did not have time to continue discussing the item. The guests will be invited back.

**Delay to Winter  
2020 Term 2 Start  
Date**

K. Lo introduced the item. The Committee is being asked to review the options for delaying Winter 2020 Term 2 and decide on a recommendation to Senate.

C. Eaton explained the options in front of the Committee. The University was not considering a delayed start until recently. Members offered the following comments:

- J. Burnham strongly supported option 4, noting people are more or less okay with the changes already moving forward for fall reading break.
- H. Zerriffi asked if the University will be moving to option 3 next academic year anyway, why not implement it now?
- C. Eaton noted an asterisk was missing from option 4 on the memo he prepared.
- M. Aronson said the Faculty of Science supported option 4 but could also accommodate option 3.
- P. Harrison mentioned the relationship between TransLink service and Sunday exams as one reason a condensed exam period was not proposed previously. He also asked for confirmation that any changes to Term 2 start would be programmed in UBC’s systems and communicated appropriately.
- In light of the above, J. Burnham said option 3 would be the next best option. Other things for the Committee to consider include housing, loss of

income for TAs and hourly workers, and how any changes will be communicated.

- C. Krebs noted Term 2 will still start on January 4 for some Faculties, which effectively means two different start times for the campus.
- C.W. Marshall proposed adopting option 3.
- K. Ross said the Committee first needs to decide if it supports changing the start of term for a subset of programs because there is a group for which the change will not apply. She also noted that a delayed start will impact withdrawal dates, so students who start on January 4 will have a longer withdrawal period as a result because only one date can be programmed in the system. As for employment considerations, contracts may still begin on the 4<sup>th</sup>.

***THAT THE Senate Academic Policy Committee approve deferring the start of Winter 2020 Term 2 to 11 January 2021 for programs where it is possible.***

Moved: K. Lo  
Seconded: C.W. Marshall  
**Carried.**

C. Eaton noted the Okanagan Senate allowed its deans to designate certain programs and courses that would start on January 4 based on accreditation or other academic criteria.

***THAT THE Senate Academic Policy Committee approve and recommend to Senate option 3\*.***

Moved: K. Lo  
Seconded: C.W. Marshall  
**Carried.**

Given the unanimous decision, C. Eaton asked how the item should proceed to Senate. K. Lo said it would be prudent to put the recommendation to Senate by email right away. The Committee confirmed adding the caveat approved by the Okanagan Senate to allow its deans to make exceptions was acceptable.

\*Option 3  
Start: Monday, January 11  
Midterm Break: February 15 – 19  
Finish: Wednesday, April 14  
Teaching Days: 61  
Exams Start: Sunday, April 18  
Exams Finish: Thursday, April 29  
Break Days: 3  
Examination Days: 12 (including Sundays)

**Pending Motions  
to Modify  
Academic Policies**

M. Holmes joined the Committee to speak to the item. He said the motion from the Agenda Committee to extend the withdrawal deadline mirrors what was approved by the Okanagan Senate, though Vancouver's is more limited;

specifically, it only refers to Term 1. The extension is not intended to infringe on academic advisors; instead, it is meant to support students. The Academic Concession policy is not sufficient, and the pressure cannot be put solely on advising offices.

*That Senate directs the Faculties to normally grant formal withdrawal (W) standing upon the request of a student for a course or courses taken in the first term of the 2020 Winter Session on or before 4 December 2020 for classes that are offered for a single term.*

Moved: C.W. Marshall  
Seconded: E. Bhangu

Members offered the following comments:

- C. Krebs noted the financial implications involved, saying an extension could disadvantage some students. M. Holmes said these concerns are a callout to the University that the current policies are not equitable. The current W deadlines are already after the date by which students can receive a refund.
- S. Matsui asked about the logistics of implementing an extension, including system and award/scholarship considerations. K. Ross said all changes would be manual changes, which puts the work on advisors but also sets them up for helping students make informed decisions. With respect to award/scholarship considerations, she said the University has mechanisms in place for supporting students.

*Motion to extend meeting to 5:30 p.m.*

Moved: C. Krebs  
Seconded: P. Harrison  
**Carried.**

Comments cont'd:

- P. Harrison raised two concerns: 1. the motion might be misinterpreted by students which could remove the option to interact with advising offices; 2. the motion focuses on withdrawals but there may be grounds for compassionate concession.
- H. Zerriffi said Forestry's advising office supports the change. He added the earlier issue was the date, but this proposal strikes a better balance because it does not extend past the end of classes.
- J. Burnham emphasized students retain the agency to make the best choices for themselves. Experiences in advising offices are not the same across all Faculties, and this proposal provides a mechanism for relieving advising offices and still allowing for student agency.
- K. Smith pointed to the discrepancy between students who withdrew earlier in the term and those for whom this extension would apply. The latter can retake the course after having completed most of it already.

- M. Holmes recognized the advising concerns and underscored the importance of clear communications that a late withdrawal is one of various options.
- C. Krebs said this is an emergency resolution to address an emergency situation. This will have a profound impact on student wellbeing.

J. Burnham called the question and K. Lo repeated the motion.

**Carried.**

**Policy J-XXX:  
Academic Freedom**

The Committee did not have time to discuss this item.

**Next Meeting**

The next meeting of the Committee will be held on 14 December 2020 3:30-5 p.m.

**Adjournment**

***THAT THE Senate Academic Policy Committee adjourn the meeting.***

Moved: C. Krebs  
Seconded: P. Harrison  
**Carried.**

The meeting adjourned at 5:21 p.m.