THE UNIVERSITY OF BRITISH COLUMBIA

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Council of Senates

MINUTES OF THE FIRST REGULAR MEETING

MARCH 17, 2006

Attendance

Present: President M. C. Piper (Chair), Dr. A. McEachern (Chancellor), Mr. G. August, Principal J. H. V. Gilbert, Dr. P. G. Harrison, Dean M. Isaacson, Mr. M. Koovisk, Dr. P. L. Marshall, Dr. D. McLean, Ms. L. McLean, Mr. P. Orchard, Dr. D. Salhani, Acting Deputy Vice-Chancellor and Vice-President R. C. Tees, Vice-President L. A. Whitehead, Dr. M. Williams, Mr. B. J. Silzer (Secretary).

Regrets: Dr. S. McCoubrey, Mr. Z. Webster, Dr. R. A. Yaworsky.

Recording Secretary: Ms. L. M. Collins.

By Invitation: Mr. C. Eaton.

Call to Order

The President called the inaugural meeting of the Council of Senates to order.

Council Membership

The Secretary had circulated for information the following list of Council Members.

Ex officio: *University Act,* S. 38.1(1)(a through d)

Dr Allan McEachern, Chancellor

Dr Martha C Piper, President

Dr Richard C Tees, Acting Academic Vice-President, UBC Okanagan

Dr Lorne A Whitehead, Academic Vice-President, UBC Vancouver

Elected Members of the Vancouver Senate: *University Act*, S. 38.1(1)(e)

Dr David McLean, Faculty Senator, UBC Vancouver

Council Membership, continued

Dr Ronald Yaworsky, Convocation Senator, UBC Vancouver

Ms Lianne McLean Student Senator, UBC Vancouver

Mr Phil Orchard, Student Senator, UBC Vancouver

Elected Members of the Okanagan Senate: *University Act,* S. 38.1(1)(f)

Dr Maurice Williams, Faculty Senator, UBC Okanagan

Mr Gary August, Convocation Senator, UBC Okanagan

Mr Matt Koovisk, Student Senator, UBC Okanagan

Mr Zach Webster, Student Senator, UBC Okanagan

Chairs of Vancouver Senate Committees: *University Act,* S. 38.1(1)(h)

Dr John Gilbert, Chair of the Senate Nominating Committee, UBC Vancouver

Dr Paul Harrison, Chair of the Senate Academic Policy Committee, UBC Vancouver

Dr Peter Marshall, Chair of the Senate Curriculum Committee, UBC Vancouver

Chairs of Okanagan Senate Committees: *University Act,* S. 38.1(1)(i)

Dr Michael Isaacson, Chair of the Senate Policies and Procedures Committee, UBC Okanagan

Dr Sharon McCoubrey, Chair of the Senate Admissions and Awards Committee, UBC Okanagan

Dr Daniel Salhani, Chair of the Senate Curriculum Committee, UBC Okanagan

Vacancies: *University Act,* Section 38.1(1)(g)

One or 2 persons designated by the president and, if 2 are designated, one must be designated for the Okanagan Senate and one must be designated for the Vancouver Senate.

Adoption of Agenda

Mr. Koovisk
Dr. Williams } *That the meeting agenda be adopted.*

Carried.

Remarks from the Chair and Related Questions

President Piper welcomed Councillors to the first meeting of the Council of Senates, which she described as an historic event, and thanked Councillors for their willingness to serve.

The President reminded Councillors that the two campus-based Senates had disagreed on an issue related to Council membership, namely the number of Senate Committee Chairs each Senate ought to send to the Council. The President had established the Council with equal representation as an interim measure so that the Council could begin its work.

President Piper expressed the opinion that both the Vancouver and Okanagan Senates were operating well, and noted that the relative "health" of the Senates would affect the function of the Council. She thanked Councillors for their respective roles in establishing the Okanagan Senate and the Council of Senates. Next steps for the Council included establishing its committees and determining which issues ought to be considered by the Council.

Rules and Procedures

Note: The full text of the draft rules and procedures documents is not included in the Minutes. Copies are available from the Assistant Registrar, Senate & Curriculum Services.

RULES AND PROCEDURES OF THE COUNCIL OF SENATES

Dean Isaacson had circulated for approval the Rules and Procedures of the Council of Senates. The document had been drafted by the Secretary to the Senates in consultation

with the University Counsel. If approved, the document would constitute a framework within which the Council would operate while determining regulations necessary for the proper conduct of its business.

The Secretary circulated the following corrections to the document:

1. Section 22 (a) "designated" should be "designate."
2. Section 26 (g) "no already included" should be "not already included."
3. Section 27 "but a vote of two thirds" should be "and a vote of two-thirds."

Dean Isaacson
Principal Gilbert } *That the proposed Rules and Procedures of the Council of Senates be adopted; and*

That the Executive Committee of the Council of Senates be directed to review the Rules and Procedures and the operation of the Council of Senates in a general sense and report back to the Council of Senates with any recommendations for changes thereof no later than March 2007.

DISCUSSION

The Secretary agreed to make several additional typographic corrections. After discussion, proposals to strike Sections 15 and 32 were **adopted without challenge**.

The amended motion was put and carried.

INTERIM ELECTIONS REGULATIONS

The Secretary had circulated for approval the following regulations:

1. Interim Election Regulations for the Vancouver Campus;
2. Interim Election Regulations for the Okanagan Campus;

3. Interim Non-Act Election Regulations.

Principal Gilbert
Dr. Harrison

That the Council of Senates approve the interim election regulations; and

That the Council of Senates direct the Elections Committee to consider and propose permanent election regulations in consultation with the Registrar; and

That the Elections Committee report back to the Council of Senates with its recommendations no later than September 2006.

DISCUSSION

Chancellor McEachern expressed the opinion that the Okanagan and Vancouver Senates should have a chance to review election regulations before submission to the Council of Senates for approval. Ms. Collins suggested that the Elections Committee could undertake this consultation before reporting back to the Council.

The motion was put and carried.

AD HOC COMMITTEE TO CONSIDER COUNCIL MEMBERSHIP

Dean Isaacson had circulated a proposal to strike an ad hoc committee to consider the allotment of committee chair seats from each Senate to the Council of Senates. He reminded Councillors that the Vancouver and Okanagan Senates had disagreed with respect to whether this representation should be equal. The President had proceeded to establish the Council with equal representation, with the understanding that the Council

would itself determine its permanent composition.

Dean Isaacson
Dr. Harrison } *That an ad hoc Committee on Membership be struck to consider the issue of allotment of committee chair seats from each Senate to the Council of Senates, and the membership of the Council generally; and*

That the ad hoc Committee comprise:
Three Councillors from those elected from the Okanagan Senate;
Three Councillors from those elected from the Vancouver Senate; and
The two chairs of the Vancouver and Okanagan Senate committees that reviewed the Council of Senates (Dr. John Gilbert and Dr. Bernard Bauer); and

That the ad hoc Committee submit its recommendations to the Council of Senates by the next regular meeting.

DISCUSSION

The following amendments to the motion were **adopted without challenge** (added text in bold):

> Three Councillors from those elected from the Okanagan Senate**, one of whom shall be a faculty member and one of whom shall be a student;**
>
> Three Councillors from those elected from the Vancouver Senate**, one of whom shall be a faculty member and one of whom shall be a student;**

There was discussion about whether the term "faculty member" applied to those faculty also holding a senior administrative appointment. There was general agreement that Deans and Vice-Presidents would not be considered faculty members for purposes of appointment to the ad hoc Committee.

The amended motion was put and carried.

In response to a request from Principal Gilbert, the recording secretary agreed to append to the Minutes for quick reference the Report of the Joint ad hoc Committee to Consider the Establishment of the Council of Senates (see Appendix A).

En'owkin Affiliation Agreement

The Registrar had forwarded for approval on behalf of the Okanagan Senate an affiliation agreement between UBC and the En'owkin Centre. Approval by the Council was required under the *University Act,* Section 38.2 (4). The agreement had been endorsed by the Okanagan Senate and forwarded to the Council for final approval.

Dr. Tees
Dean Isaacson } *That the Council of Senates approve the En'owkin Affiliation Agreement as circulated.*

DISCUSSION

The Chancellor stated that both campus-based Senates should have the opportunity to review affiliation agreements that were intended to apply to the UBC system. Chancellor McEachern was hopeful that each of the Senates would become well informed with respect to the activities of the other Senate. Drs. McLean and Harrison encouraged that the agreement be forwarded to the Vancouver Senate for information. The President acknowledged that the agreement under consideration had system-wide implications, but stated that each of the campuses should be free to negotiate partnerships without concern that the other campus would negate those arrangements. Dr. Tees summarized the issue by stating it would be necessary to fine-tune the degree of consultation between Senates as each Senate conducted its business. He noted that any academic programs created as a result of the En'owkin Agreement would be subject to Senate approval.

In response to a question from Principal Gilbert, the President and Vice-President Whitehead confirmed that the drafting of the En'owkin agreement had prompted some discussion between UBC and elders of the Musqueam Indian Band.

The motion was put and carried.

STUDENT MOBILITY AGREEMENTS

There was general discussion about whether student exchange agreements (also known as student mobility agreements) would require Council of Senates approval. The President stated that agreements that were intended to apply to the entire UBC system fell under the jurisdiction of the Council for approval, and that they could be reported to each campus-based Senate for information.

Other Business

COUNCIL OF SENATES SECRETARIAT

Dean Isaacson requested that the Minutes record an expression of appreciation for the hard work undertaken by Mr. Brian Silzer, Ms. Lisa Collins, and Mr. Christopher Eaton in support establishing the Council of Senates.

Adjournment

There being no further business, the meeting was adjourned. The following regular meeting of the Council of Senates was to be scheduled to take place in Kelowna in June 2006.

APPENDIX A: REPORT OF THE AD HOC COMMITTEE TO CONSIDER THE COUNCIL OF SENATES

Background

UBC Okanagan opened officially on July 1, 2005. In order to accommodate this historic development in the UBC system, The *University Act* was amended (*University Act*, R.S.B.C. 1996, C. 468) and a Council of Senates of the University of British Columbia was created (see Section 38.1 of the University Act). An Ad Hoc Committee to Consider the Council of Senates was established by the Interim Academic Governing Body of UBC Okanagan on March 22, 2005. The Vancouver Senate established a similar ad hoc Committee on March 23, 2005.

Mandate of the Two Campus-Based Ad Hoc Committees

The broad mandate of the two Ad Hoc Committees was to consider and make recommendations for the establishment of the UBC Council of Senates, including recommendations pertaining to the roles, responsibilities, rules and procedures of the Council of Senates relative to the Vancouver and Okanagan Senates.

Both the Okanagan and Vancouver Ad Hoc Committees met several times separately during the summer and then jointly in early September. The following report resulting from their deliberations is forwarded as a consensus document for consideration by the Okanagan Senate and the Vancouver Senate. The recommendations, if adopted, would provide a framework for the Council of Senates to have an inaugural meeting at which time the Council itself could set its own rules and procedures with guidance from the report.

The Ad Hoc Committees, while recognizing that neither Senate has authority to mandate changes to the *University Act,* propose some recommendations that will require such changes. These will need to be considered carefully by both Senates as well as the Council of Senates once it is operational.

DISCUSSION

1. **Role of Council of Senates**
   The Ad Hoc Committees expressed concerns regarding the potentially far-reaching powers of the Council of Senates as allowed by the *University Act.* In particular, there is mutual concern about the fact that the Council will be able to refer matters to itself (see Section 38.2 (1)) and thereby usurp the authorities and responsibilities of the campus-based Senates. A corollary concern is that the Council will be seen as a dispute-resolving body for routine issues that are properly discussed and adjudicated by the campus-based Senates. It is recommended, therefore, that:

a. The role of the Council should be one of broad system-wide oversight, rather than problem solving or "managerial";
b. The Council should ordinarily act only on issues that have been referred to it (except in those areas where the Council has clear authority, as outlined below), and then only on matters that are of system-wide significance; and
c. The Council should interpret and respond to any issues referred to it by consulting an explicit body of documentation that might include: The *University Act*, TREK 2010, the Academic Plans of UBC V and UBC O, (and their successors), extant Board of Governors and Senate policies and precedents, and any other documents deemed useful in understanding the mission and scope of the UBC system.

2. Procedures

For a matter to be referred to the Council by either Senate, a vote of super majority (i.e., 3/4) within the Senate will be required. The quorum for the Council should be set relatively high, but only a simple majority will be required to pass most motions. The Council should meet at least once annually. At the end of the first year of operation, i.e., in January 2007, the joint Committees recommend that the President convene a Committee to review the Council. A process for undertaking such a review should be established at that time.

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3. Elected Membership

Chairs of Senate Committees

UBC Okanagan is expecting to have six standing committees of Senate while UBC Vancouver currently has fourteen (excluding Budget and Elections). To compensate for the concern of undue influence, UBC Vancouver will suggest that the Chairs of six to eight committees be appointed to the Council of Senates, while UBC Okanagan will send all six standing committee Chairs to the Council.

The Chairs of the standing committees should not be elected by Senate but should be appointed by virtue of the nature of the Committee that they chair. In the case of UBC Vancouver, the Nominating Committee should consider and recommend which Committee chairs should be appointed to the Council. Suggestions based on current Committees are:

Curriculum, Admissions, Tributes, Academic Policy, Student Awards, Appeals on Academic Standing, Student Appeals on Academic Discipline.

Student Representation

The *University Act* describes the composition of the Council of Senates (Section 38.1 (1)) and even though it allows for student membership through elections from among Senate members, it does not provide designated student seats. The Ad Hoc Committees recommend that students be explicitly considered.

Thus, the four persons to be elected from each of the two Senates will have the same distribution; that is, two students, one convocation senator, and one elected faculty member.

4. **Terms of Office**
According to the *University Act* (Section 38.1 (3)), the term of office of elected Council members is three years, in phase with the UBC V and UBC O Senates. However, a three-year term is a very long appointment in the academic life of a student, so it is recommended that students be elected for a shorter period than suggested by the *Act*.

The *University Act* states that Council members may continue in their terms of office even if they cease to be members of either Senate. For reasons of continuity this makes sense, but only with the caveat that the individuals must retain their original status as faculty or students within the University.

5. **Committees of the Council and Scope of Authority**
There has been discussion as to the nature and number of Committees that should be under the umbrella of the Council of Senates. The *University Act* calls for the Council (rather than the Senates) to establish a standing committee for budgetary issues and to have responsibility for matters pertaining to promoting the interests of the university or for carrying out the objects and provisions of the *University Act*, to set out the terms of affiliation with other institutions of higher learning, and to make and publish rules for nomination, election, and voting (Section 38.2 (4)).

There has been some discussion of both increasing this list (to include the Library, which is seen as a system-wide resource) as well as decreasing the list (to place the responsibility for promoting the interests of the university and to develop institutional affiliation back into the two Senates in the first instance), but as yet there is no resolution.

The ad hoc Committees make the following observations and suggestions about Committees of the Council:

- Members for Committees of the Council of Senates should be drawn from the two campus-based Senates, in addition to from the Council itself, as appropriate.
- The Council of Senates Budget Committee should report to each Senate at least annually.
- The Elections Committee should include two subcommittees: one for UBC O and one for UBC V. Each subcommittee would adjudicate election appeals specific its respective campus. The Committee of the whole would adjudicate appeals concerning system-wide elections.

SPECIFIC RECOMMENDATIONS

Role of the Council of Senates:

That the Senates endorse the following proposed changes to the University Act:

A. Section 38.2 (1) The president, the board, the Vancouver Senate, or the Okanagan Senate may direct that a matter that the Vancouver senate or the Okanagan senate might consider, is considering or has considered in the exercise of that senate's powers under section 37 is referred to the council for consideration and disposition.

B. DELETE 38.2 (2)(c) The council may substitute its disposition in respect of the matter for any disposition the Vancouver senate or the Okanagan senate may have made.

C. Section 38.2 (4). Strike "(o) and (u)" and replace with "(l)" such that it reads, "Sections 37 (1) (e), (l), and 43 (1) do not apply to the Vancouver senate or the Okanagan senate and the council may act under those sections as though it was a senate."

Procedures

That the Rules and Procedures for the Council of Senates be drafted to reflect:

D. That a motion undertaken by either campus-based Senate to refer a matter to the Council of Senates be carried by a 3/4 majority of those Senators present and voting.
E. That items for referral are normally brought to either Senate for a vote by the Agenda Committee (at UBC V) or the Policies & Procedures Committee (at UBC O). This does not preclude, however, items arising from the floor.
F. That the quorum for transaction of business by the Council of Senates be set at a minimum of 50% of the Council members from each campus.

Membership

G. That the Council of Senates membership initially be as follows:
    1. President
    2. Chancellor
    3. Academic Vice-President UBC V
    4. Deputy Vice-Chancellor UBC O
    5. 4 UBC V senators elected by UBC V Senate (2 students, 1 convocation, 1 elected faculty)
    6. 4 UBC O senators elected by UBC O Senate (2 students, 1 convocation, 1 elected faculty)
    7. 1 UBC V designate appointed by the President
    8. 1 UBC O designate appointed by the President
    9. 8 chairs of Vancouver Senate standing committees
    10. 6 chairs of Okanagan Senate standing committees

Terms of Office

H. That elected members of the Council who cease to be members of either the UBC V or UBC O Senates be permitted to retain their membership on the Council as long as they retain the faculty or student status that made them eligible for election to the Council.

I. That the Senates endorse that University Act 38.1(4) be amended accordingly.
J. That the Senates endorse that University Act 38.1 (1) (e) and (f) be amended to make explicit mention of "student senator" and "convocation senator".
K. That the Senates endorse that University Act 38.1. (3) be amended such that the term of office for a student senator is one year, as distinct from the term of office for other members, which is three years.