



**Council of Senates Secretariat**

Enrolment Services

Senate and Curriculum Services

[www.students.ubc.ca/council](http://www.students.ubc.ca/council)

**Council of Senates**

**AGENDA**

**THE FOURTH REGULAR MEETING OF THE COUNCIL OF SENATES**

**THURSDAY, JUNE 7, 2007 2:00 P.M. TO 4:00 P.M.**

**SSC 102, 3333 UNIVERSITY WAY, KELOWNA BC (UBC OKANAGAN CAMPUS)1**

1. Council Membership -- President Stephen Toope  
(information) (updated membership list circulated Item 1)
2. Adoption of Meeting Agenda (approval) -- President Stephen Toope
3. Minutes of the Meeting of December 15, 2006 -- President Stephen Toope  
(approval) (circulated Item 3)
4. Business Arising from the Minutes
  - a. Prospective Changes to the *University Act* Status Report -- President Stephen Toope  
(information)
5. Chair's Report-- President Stephen Toope  
(information)
6. Budget Committee -- Dr. Perry Adebar
  - a. Oral Report on Committee Activities (information)
7. Elections Committee -- Dr. Ronald A. Yaworsky
  - a. Review of Elections Regulations (approval) (circulated -- Item 7a)  
Follows direction from the Council at its March 2006 meeting
  - b. Term Length for Elected Faculty and Convocation Members of the Okanagan Senate  
(approval) (circulated -- Item 7b)
8. Executive Committee -- Dr. Paul G. Harrison
  - a. Review of the Rules & Procedures of the Council of Senates (approval)  
(circulated Item 8a). Follows direction from the Council at its March 2006 meeting
  - b. Approval Process for Affiliation Agreements (approval) (circulated Item 8b)
9. Other Business

Regrets: Lisa Collins, telephone 604.822.2951 or email: [lisa.collins@ubc.ca](mailto:lisa.collins@ubc.ca)

Okanagan Senate: <http://okanagan.students.ubc.ca/senate/>

Vancouver Senate: <http://www.students.ubc.ca/senate/>

Council of Senates: <http://www.students.ubc.ca/council/>

---

1. Videolink available from the Board and Senate Room, Old Administration Bldg., Vancouver Campus

## COUNCIL OF SENATES

June 7, 2007

### Membership List

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

Dr Allan McEachern, Chancellor  
Prof. Stephen Toope, President  
Dr Doug Owrap, Academic Vice-President, UBC Okanagan  
Dr George Mackie, Acting 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  
Dr Ronald Yaworsky, Convocation Senator, UBC Vancouver  
Mr Tariq Ahmed, Student Senator, UBC Vancouver  
Ms Sanja Brkanovic, 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 David Lubbers, Student Senator, UBC Okanagan

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

Dr James Berger, Chair of the Senate Admissions Committee, UBC Vancouver  
Dr Rhodri Windsor-Liscombe, 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

#### **Vancouver Appointed Representatives: *University Act, S. 38.1(1)(h)***

Dr Perry Adebar, Vancouver Senate Committee One (Faculty Senator)  
Dr George Bluman, Vancouver Senate Committee Two (Faculty Senator)  
Dr Sue Grayston, Vancouver Senate Committee Three (Faculty Senator)  
Ms Aidha Shaikh, Vancouver Senate Committee Four (Student Senator)  
Prof. Mary Ann Bobinski, Vancouver Senate Committee Five (Dean)

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

Dr Daniel Keyes, Chair of the Senate Policies and Procedures Committee, UBC Okanagan  
Dr Sharon McCoubrey, Chair of the Senate Admissions and Awards Committee, UBC Okanagan  
Dr Jennifer Gustar, Chair of the Senate Curriculum Committee, UBC Okanagan  
Dr Peter Arthur, Chair of the Senate Learning & Research Committee, UBC Okanagan

#### **Okanagan Appointed Representatives: *University Act, S. 38.1(1)(i)***

Dr Jan Cioe, Okanagan Senate Committee One (Faculty Senator)  
Dr Mercedes Duran-Cogan, Okanagan Senate Committee Two (Faculty Senator)  
Dr Carol Scarff, Okanagan Senate Committee Three (Faculty Senator)  
Dr Joan Bottorff, Okanagan Senate Committee Four (Dean)  
Ms Michelle Wilson, Okanagan Senate Committee Five (Student Senator)

#### **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.



**Enrolment Services**  
Senate and Curriculum Services  
2016–1874 East Mall  
Vancouver, BC V6T 1Z1  
[www.students.ubc.ca/council](http://www.students.ubc.ca/council)

## Council of Senates

### MINUTES OF THE THIRD REGULAR MEETING

DECEMBER 15, 2006

#### Attendance

The meeting was held at the UBC Vancouver campus with video link to the UBC Okanagan campus.

**Present:** President S. J. Toope (Chair), Mr. B. J. Silzer (Secretary), Dr. P. Adebar, Mr. B. Ahmadian, Mr. P. Arthur, Dr. J. D. Berger, Dean M. A. Bobinski, Dean J. Bottorff, Dr. J. Cioe, Ms. G. Eom, Dr. P. G. Harrison, Dean M. Isaacson, Mr. M. Koovisk, Vice-President, Academic & Provost *pro tem.* G. Mackie, Dr. P. L. Marshall, Dr. S. McCoubrey, Chancellor A. McEachern, Dr. D. McLean, Deputy Vice-Chancellor D. Oram, Dr. C. Scarff, Dr. M. Williams, Dr. R. Windsor-Liscombe.

**By Telephone:** Dr. M. Duran-Cogan.

**By Invitation:** Mr. C. Eaton (Council of Senates Secretariat)

**Regrets:** Mr. G. August, Dr. G. Bluman, Mr. M. Ficke, Dr. S. Grayston, Dr. J. Gustar, Mr. P. Orchard, Dr. R. A. Yaworsky.

**Recording Secretary:** Ms. L. M. Collins.

#### Call to Order

#### Senate Membership

The Secretary had circulated for information a list of Council members. Members introduced themselves.

### **Approval of the Agenda**

Dr. Williams proposed the addition of an item entitled “Council of Senates Meeting Schedule” under “Other Business.” The agenda, as amended, was approved by consent.

### **Minutes of the Previous Meeting**

The minutes of the meeting of June 8, 2006 were adopted by consent.

### **Business Arising From the Minutes**

None.

### **Chair’s Report**

#### **2007/2008 BUDGET**

President Toope reported that work was underway to finalize the University budget for the 2007/2008 fiscal year. There were estimated budgetary shortfalls of \$1.5 million and \$28 million for the Okanagan and Vancouver campuses respectively. The Council of Senates Budget Committee had recently met to discuss the budget.

For UBC Okanagan, the problem was related to a one-time funding shortfall rather than a structural deficit. The President was hopeful that, as long as the UBC Okanagan campus attained sufficient enrolment, the 2007/2008 shortfall would be resolved for future years.

President Toope described the Vancouver situation as more serious, due both to the size of the shortfall and its structural nature. A process to link strategic planning to budgetary allocation was recognized as necessary, and the President indicated that the University community would soon hear more about an upcoming planning process. Although everyone agreed that the shortfall presented a significant challenge, President Toope noted that he had experienced great cooperation in discussions to date.

---

*Chair's Report, continued*

## POSITION OF VICE-PRESIDENT, ACADEMIC & PROVOST

President Toope noted that Dr. George Mackie was attending his first Council of Senates meeting as Vice-President, Academic & Provost *pro tem*. He thanked Dr. Mackie for his willingness to serve in this acting role.

The President reported that the search committee had begun its work toward identifying the next Vice-President, Academic & Provost. A draft position description had been posted and comments invited. President Toope clarified that the Vice-President, Academic & Provost position was based in Vancouver. Dr. Doug Owsram was the Deputy Vice-Chancellor and Vice-President, Academic & Research at UBC Okanagan.

## Executive Committee

Committee Chair Dean Michael Isaacson presented the reports.

## PROSPECTIVE CHANGES TO THE *UNIVERSITY ACT* RELATING TO THE COUNCIL OF SENATES

The following is an excerpt from the Committee's report.

The Okanagan and Vancouver Senates have each recently endorsed proposed changes to the *University Act*. These relate to (a) changes to the Council of Senates membership, as approved by the Council at its June 2006 meeting, and (b) to other aspects of the operation and powers of the Council. The proposed changes to the *Act* were circulated to each Senate for information, and members were encouraged to comment. The two Senates have also each implemented interim changes to their respective *Rules and Procedures of Senate* to enact the changes to the Council's membership prior to the amendment to the *Act*. The present report seeks confirmation of the Council's recommendation regarding all proposed changes to the *University Act*. The Executive Committee is of the opinion that the recommended changes would be of great benefit to the University and its Council.

The report proposed changes in the following areas:

- Elimination of the power of the Council to self-refer matters;
- Adjustment of those Senate responsibilities transferred to the Council from the Senate and vice-versa;

*Executive Committee, continued*

- Introduction of a requirement for Council members to maintain membership on their respective Senates;
- Reduction in the term a Student Senator may serve on the Council of Senates; and
- Change in Council membership.

*Dean Isaacson  
Dr. Harrison*

} *That the Council of Senates recommend to the President that he bring forward on behalf of the University to the provincial government the proposed changes to the University Act of British Columbia as specified below; and*

*That the President report back to the Council at its next meeting with such actions as he has taken in response to this recommendation.*

Carried.

## CHANGES TO THE RULES AND PROCEDURES OF THE COUNCIL OF SENATES: CHAIR OF THE BUDGET COMMITTEE

The Executive Committee had circulated the following report:

At the request of the Budget Committee, the Executive Committee has reviewed the Rules and Procedures of the Council of Senates' requirements for the Budget Committee's Chair. At the time the Rules were drafted, the final composition of the Council of Senates was unknown, and as such, the Chair requirements were quite stringent. As the composition of the Council has since been adjusted, the Executive Committee concurs with the Budget Committee in recommending that the requirements be loosened as follows so as to allow any Councillor to serve as Chair of the Committee (additions in bold; deletions struck through):

“The Budget Committee

42. The Budget Committee shall be composed of:

- a. Three (3) Councillors, elected by and from the Council of Senates, one of whom shall be elected Chair by the Committee;
- b. Four (4) members of the Okanagan Senate appointed by and from the Okanagan Senate, who must include at least two (2) faculty members and one (1) student; and
- c. Four (4) members of the Vancouver Senate appointed by and from the Vancouver Senate, who must include at least two (2) faculty members and one (1) student.

43. The Budget Committee shall elect:

*Executive Committee, continued*

- a. A chair, from those members of the Committee who are Councilors; and
- b. Two (2) vice-chairs - one from those members specified in Section 42 (b) and one from those members specified in Section 42 (c) - who shall be responsible for representing the Budget Committee to their respective Senates.”

*Dean Isaacson*                      }    *That the report be adopted.*

## DISCUSSION

Dr. Owram requested clarification about the role of the Deputy Vice-Chancellor with respect to the Budget Committee. President Toope replied that the Budget Committee -- which had met immediately preceding the Council of Senates -- had decided that it would be helpful to involve the Deputy Vice-Chancellor as an active participant in meetings of the Budget Committee.

The motion was put  
and carried.

## COUNCIL OF SENATES OPERATIONS: CALL FOR COMMENTS

Dean Isaacson reminded Councillors that the Executive Committee was due to report at the following Council meeting about the operations of the Council since its establishment. He invited Councillors to send their comments to the Executive Committee via the Secretariat. Dean Isaacson expressed the opinion that the most important role for the Council would be to resolve any differences of opinion that might arise between the two Senates, and that it might not be necessary for the Council to meet more often than once per year.

Dr. Cioe agreed, adding that it was appropriate for the two Senates to have independent perspectives on academic issues.

Dr. Harrison requested direction with respect to coordination between counterparts on the two campuses, in the interest of resolving differences of opinion without reference to the Council of Senates. He noted that the Secretariat normally kept each campus updated about activities at the

---

*Executive Committee, continued*

other campus, but asked whether there might be additional mechanisms for communication within the UBC system. Ms. Collins noted that each of the Senates had accepted a mechanism that invited the Chairs of each Senate's standing committees to collaborate on issues affecting both campuses. President Toope added that it would be important for the Council to evaluate how well this mechanism works in future, and to refine it as necessary.

Dean Isaacson noted that the degree to which policies and regulations would diverge between the two campuses was still unknown. Mr. Silzer encouraged the two academic vice-presidents and the committee chairs to consider carefully which policies and practices should be consistent across the system as well as where there are opportunities to do things differently.

### **Other Business**

#### **COUNCIL OF SENATES MEETING SCHEDULE**

There was discussion about how frequently the Council of Senates ought to meet. Ms. Collins reminded Councillors that the current *Rules and Procedures* specified four meetings per year. The general consensus was that one meeting per year, scheduled to take place in June, would be sufficient unless the Council received a referral or other urgent business.

Dr. Williams expressed a preference for in-person meetings over video- or teleconference. President Toope responded that it might work best to provide for both travel and video conference options for meeting participants.

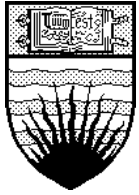
Councillors asked that the Secretariat to arrange a date for the June 2007 meeting as soon as possible.

### **Adjournment**

There being no further business, the meeting was adjourned. The following regular meeting was to be scheduled to take place in June 2007.



# THE UNIVERSITY OF BRITISH COLUMBIA



4 June 2007

## ENROLMENT SERVICES

2016 - 1874 East Mall

Vancouver, B.C. Canada V6T 1Z1

Tel: (604) 822-9952 Fax: (604) 822-5945

christopher.eaton@ubc.ca

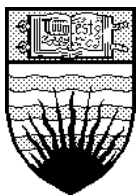
To: Council of Senates  
From: Elections Committee  
  
Re: University Elections Regulations

---

The Elections Committee has reviewed draft elections regulations for the Chancellorship, Board of Governors, and Okanagan and Vancouver Senates prepared by Enrolment Services on behalf of the Registrar. The proposed regulations concatenate the former Okanagan and Vancouver elections regulations into one document, and also address the election of the Chancellor (previously, the election of the Chancellor was governed by regulations established by the former University Senate).

The Committee recommends the following:

*That the attached “Regulations for the Election of the Chancellor and Elections to the Board of Governors and Senates” be adopted by the Council of Senates and that all other election regulations established by the Council of Senates and any senate of the University be rescinded.*



## The University of British Columbia – Enrolment Services

### Regulations for the Election of the Chancellor and Elections to the Board of Governors and Senates

**DRAFT COPY – APPROVED BY ELECTIONS COMMITTEE  
28 May 2007**

#### 1) General

- a. This document governs the election of representatives of the Vancouver and Okanagan campus of The University of British Columbia (hereafter the University) to the Board of Governors of the University, and of members of the Okanagan and Vancouver Senates of the University (hereafter the Senates or Senate as required).
- b. The Registrar shall be responsible for the conduct of all required elections.
- c. Voting shall be accomplished by means satisfactory to the Registrar, including the Internet and paper ballots, with a preference given to Internet voting.
- d. Notices of calls for nominations, voting, and results shall be made via the Internet, and by other means deemed appropriate by the Registrar.
- e. The nomination period for each election shall last for a minimum of five (5) days, and may be extended if deemed necessary by the Registrar. Notice of such an extension shall be given as per Section 1(d) above.
- f. Polls in each required election shall be open for a minimum of five (5) days, and candidates shall be given at least seven (7) days notice prior to the opening of polls. In exceptional circumstances, the Registrar reserves the right to extend voting.
- g. Only those persons eligible to hold an office shall be deemed as eligible to be nominated.
- h. These regulations notwithstanding, the Registrar may allow Faculties to conduct elections for their representatives to Senate using such regulations acceptable to both the Faculty and the Registrar, or student organizations to conduct elections for student representatives to the Senate or the Board of Governors using such regulations acceptable to both the student organization and the Registrar with the proviso that the Registrar reserves the right to assume the conduction of any election at any time, and requirements of the *University Act* are respected.

- i. If there is a tie between two (2) or more candidates for a position set out in these regulations:
  - i. The Okanagan Senate shall cast the deciding vote for those positions on the Okanagan Senate;
  - ii. The Vancouver Senate shall cast the deciding vote for those positions on the Vancouver Senate; and
  - iii. The Council of Senates shall cast the deciding vote for all other positions.
- j. A copy of these regulations shall be posted on the Internet.

## 2) Board of Governors

- a. The following offices are to be elected:
  - i. Two (2) Faculty Representatives, elected by and from the academic staff of the Vancouver campus of the University with the rank of Professor, Associate Professor, Assistant Professor, Senior Instructor, Instructor II, Instructor I, and Lecturer;
  - ii. One (1) Faculty Representative, elected by and from the academic staff of the Okanagan campus of the University with the rank of Professor, Associate Professor, Assistant Professor, Senior Instructor, Instructor II, Instructor I, and Lecturer;
  - iii. Two (2) Student Representatives, elected by and from the undergraduate, diploma, and graduate student body of the Vancouver campus;
  - iv. One (1) Student Representative, elected by and from the undergraduate, diploma, and graduate student body of the Okanagan campus;
  - v. One (1) Staff Representative, elected by and from all staff of the Vancouver campus who do not hold an academic appointment set out in Section 2(a)(i); and
  - vi. One (1) Staff Representative, elected by and from all staff of the Okanagan campus who do not hold an academic appointment set out in Section 2(a)(ii).
- b. Each Candidate for the Board of Governors must be nominated by at least seven (7) persons eligible to vote in the respective election.

- c. Each Candidate must consent to their nomination before standing for election
- d. Generally, the nomination and consent required by Sections 2(b) and 2(c) above shall be deemed by the signing of a nomination form provided by the Registrar; however, confirmation may also be given to the Registrar by other means, including electronic means.
- e. The deadline for all nominations shall be as determined by the Registrar.
- f. Each candidate is requested to provide the Registrar with a statement of no more than one hundred and fifty (150) words to be made available to prospective voters. In addition to this statement, each Candidate is requested to also provide the Registrar with the following information:
  - i. The candidate's academic and honorary degrees;
  - ii. The candidate's current occupation;
  - iii. The candidate's current and past academic, societal, governmental, or commercial offices held;
  - iv. The candidate's current professional or business interests; and
  - v. The candidate's list of publications.
- g. The information requested in Section 2(f) must be provided to the Registrar at least seven (7) days prior to the opening of polls or by an earlier date specified by the Registrar if this date is specified in the call for nominations. Failure to provide this information by the day specified may result in it not being made available to voters by the Registrar.
- h. In cases where only the number of nominations received by the close of nominations is equal to or less than the number of positions available, those candidates nominated shall be declared elected, and any remaining seats shall be filled in accordance with Section 2 (i).
- i. In cases where a vacancy exists for a Representative to the Board of Governors between normal elections, a new election shall be called by the Registrar forthwith, to be held in accordance with these regulations inasmuch as possible. A person so elected shall complete the remainder of the original term of office.

### 3) Senate

- a. Okanagan Senate

i. The following offices are to be elected:

1. A number of Representatives of the Faculty equal to twice the number of senate members set out in Section 35.1 (3) (a) through (f) of the *University Act (RSBC 1996, c. 468)*, elected by and from the academic staff of the Okanagan campus of the University with the rank of Professor, Associate Professor, Assistant Professor, Senior Instructor, Instructor II, Instructor I, and Lecturer;
2. A number of Representatives of the Students equal to the number of people set out in Section 35.1 (3) (a) through (f) of the *University Act (RSBC 1996, c. 468)*, elected by and from the undergraduate, diploma, and graduate student body of the Okanagan campus; and
3. Two (2) Representatives of the Convocation, elected by and from the Convocation of the University, provided that no faculty member eligible under Section 3(a)(i) above may run for or hold these offices.
4. Such other positions on Senate that Senate directs are to be filled by election, including additions to those positions enumerated above.

b. Vancouver Senate

i. The following offices are to be elected:

1. A number Representatives of the Faculty equal to twice the number of senate members set out in Section 35.1 (2) (a) through (f) of the *University Act (RSBC 1996, c. 468)*, elected by and from the academic staff of the Vancouver campus of the University with the rank of Professor, Associate Professor, Assistant Professor, Senior Instructor, Instructor II, Instructor I, and Lecturer;
2. A number of Representatives of the Students equal to the number of people set out in Section 35.1 (3) (a) through (f) of the *University Act (RSBC 1996, c. 468)*, elected by and from the undergraduate, diploma, and graduate student body of the Vancouver campus; and
3. Four (4) Representatives of the Convocation, elected by and from the Convocation of the University, provided that no faculty member eligible under Section 3(a)(i) above may run for or hold these offices.

4. Such other positions on Senate that Senate directs are to be filled by election, including additions to those positions enumerated above.
- 
- c. The election of the Representatives of the Faculty shall be conducted in such a way to ensure that at least two (2) representatives of each Faculty at that campus are elected, provided that at least two (2) candidates from each Faculty are nominated. Seats beyond the two allotted per faculty shall be elected by and from the joint faculties of Okanagan or Vancouver campus as applicable.
  - d. The election of the Representatives of the Students shall be conducted in such a way to ensure that at least one (1) representative of each Faculty at that campus is elected, provided that at least one (1) candidate from each Faculty is nominated. Seats beyond the one allotted per Faculty shall be elected by and from the undergraduate, diploma, and graduate student body of the Vancouver or Okanagan campus as applicable.
  - e. Each Candidate for the Senate must be nominated by at least three (3) persons eligible to vote in the respective election.
  - f. Each Candidate must consent to their nomination before standing for election
  - g. Generally, the nomination and consent required by Sections 3(e) and 3(f) above shall be deemed by the signing of a nomination form provided by the Registrar; however, confirmation may also be given to the Registrar by other means, including electronic means.
  - h. The deadline for all nominations shall be as determined by the Registrar.
  - i. Each Candidate is requested to provide the Registrar with a statement of no more than one hundred and fifty (150) words to be made available to prospective voters. In addition to this statement, each Candidate is requested to also provide the Registrar with the following information:
    - i. The Candidate's academic and honorary degrees;
    - ii. The Candidate's current occupation;
    - iii. The Candidate's current and past academic, societal, governmental, or commercial offices held;
    - iv. The Candidate's current professional or business interests; and

- v. The Candidate's list of publications.
- j. The information requested in Section 3(i) must be provided to the Registrar at least seven (7) days prior to the opening of polls, or by an earlier date specified by the Registrar if this date is specified in the call for nominations. Failure to provide this information by the day specified may result in it not being made available to voters.
- k. In cases where the number of nominations received is equal or less than the number of positions available, those candidates nominated shall be declared elected, and the Senate shall fill any remaining vacancies as specified in Sections 3 (l) through (n).
- l. In cases where a vacancy exists for a Representative of the Faculty to a Senate, such a position shall be offered - in the order of the number of votes received - to the persons who received the most number of votes in the most recent election to that office who were not elected. If no such persons are willing or able to accept the position, the vacancy shall be filled by the Senate on the recommendation of the Faculty in the case of a representative from a specific faculty, or on the recommendation of the remaining Representatives of the Faculty to Senate in the case of a representative of the joint faculties.
- m. In cases where a vacancy exists for a Representative of the Students to a Senate, such a position shall be offered - in the order of the number of votes received - to the persons who received the most number of votes in the most recent election to that office who were not elected. If no such persons are willing or able to accept the position, the vacancy shall be filled by Senate on the recommendation of the Student Council of the Vancouver or Okanagan campus as applicable.
- n. In cases where a vacancy exists for a Representative of the Convocation to Senate, such a position shall be offered - in the order of the number of votes received - to the persons who received the most number of votes in the most recent election to that office who were not elected. If no such persons are willing or able to accept the position, the vacancy shall be filled by the Senate on the recommendation of the remaining Representative(s) of the Convocation on that Senate.

#### 4) Chancellor

- a. The Chancellor is to be elected every three (3) years by and from the Convocation of the University.
- b. Each candidate for Chancellor must be nominated by at least seven (7) persons eligible to vote for the position.

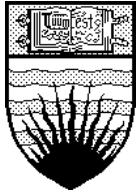
- c. Each candidate for Chancellor must consent to their nomination before standing for election
- d. Generally, the nomination and consent required by Sections 4(b) and 3(c) above shall be deemed by the signing of a nomination form provided by the Registrar; however, confirmation may also be given to the Registrar by other means, including electronic means.
- e. The deadline for nominations for Chancellor shall be as determined by the Registrar.
- f. Each candidate for Chancellor is requested to provide the Registrar with a statement of no more than one hundred and fifty (150) words to be made available to prospective voters. In addition to this statement, each candidate is requested to also provide the Registrar with the following information:
  - i. The candidate's academic and honorary degrees;
  - ii. The candidate's current occupation;
  - iii. The candidate's current and past academic, societal, governmental, or commercial offices held;
  - iv. The candidate's current professional or business interests; and
  - v. The candidate's list of publications.
- g. The information requested in Section 4(f) must be provided to the Registrar at least seven (7) days prior to the opening of polls or by an earlier date specified by the Registrar if this date is specified in the call for nominations. Failure to provide this information by the day specified may result in it not being made available to voters by the Registrar.
- h. When only one candidate is nominated for Chancellor by the close of nominations, the nominated candidate is declared elected.
- i. If a vacancy exists for Chancellor, a new election shall be called forthwith to be held in accordance with these regulations insomuch as possible. A person so elected shall complete the remainder of the original term of office of their predecessor.

## 5) Electoral Integrity



- a. All candidates shall act with integrity in their campaigns. Activities contrary to the good conduct of the election may result in a candidate or candidates being disqualified and / or the election being declared void by the Registrar, subject to appeal to the Elections Committee of the Council of Senates (hereafter, the Committee). The action taken by the Registrar shall stand until the Committee has ruled on the matter, but no new election shall occur nor candidate or candidates declared elected until the Committee has ruled.
- b. No candidate or any person acting in support of a candidate may use University resources that are not equally available to other candidates to further a campaign.
- c. The Registrar may take such remedial actions as he or she deems necessary to enforce these regulations, correct or mitigate any unfair advantage received by any candidate, or to contend with any situation not covered by these regulations, subject to appeal to the Committee. In considering such an appeal, the Committee may uphold or reject the action taken, or substitute its own action in place. The action taken by the Registrar shall stand until the Committee has ruled on the matter.
- d. For an action to be taken by the Committee, the Registrar must receive a formal statement of appeal. No such statement shall be accepted more than forty-eight (48) hours after voting has been completed except for those solely contesting the actual tabulation of results. Statements contesting the vote totals reported must be made within two (2) days of the publication of the official results of the election in question.
- e. In deciding appeals under Sections 5 (a) and (c), the Committee shall determine its own procedures, with the provisos that
  - i. its determination of appeals shall be final and;
  - ii. it shall not invalidate an election if it is satisfied that the election was conducted in good faith and the matter under appeal did not materially affect the result.

# THE UNIVERSITY OF BRITISH COLUMBIA



30 May 2007

## ENROLMENT SERVICES

2016 - 1874 East Mall

Vancouver, B.C. Canada V6T 1Z1

Tel: (604) 822-9952 Fax: (604) 822-5945

christopher.eaton@ubc.ca

To: Council of Senates  
From: Elections Committee

Re: Term Length and Elections Schedule for Faculty and Convocation  
Representatives to the Okanagan Senate

---

The Okanagan Senate has formally requested that the Council extend the terms of office for Faculty and Convocation Representatives to that Senate from 31 August 2007 to 31 August 2008. They have also requested that the elections, scheduled for this summer, be delayed until this autumn.

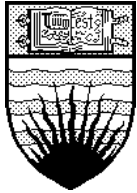
The Committee notes that although the *University Act* specifies three-year terms for these senators, as this was the first iteration of the Okanagan Senate, a decision was made by the Deputy Vice-Chancellor, in consultation with the Senate secretariat and the Ministry of Advanced Education to elect the first Okanagan Senate for a two-year term. Such variances are common in British Columbia with the establishment of new Senates. At the time, the decision was made because there were many faculty positions yet to be appointed and thus a “full” electorate did not yet exist, and it was administratively convenient to not elect the Okanagan and Vancouver Senates simultaneously.

The Okanagan Senate has considered the issue and is formally requesting that the *University Act* term length be respected. The Committee agrees with their request and as such recommends the following to the Council of Senates:

*That the elected terms for the current Convocation & Faculty Representatives to Okanagan Senate be extended by 12 months to 31 August 2008; and*

*That the election of the 2008-2011 Okanagan Senate occur in the Autumn of 2007, to coincide with the election of Faculty and Staff Representatives to the Board of Governors from UBC Okanagan.*

# THE UNIVERSITY OF BRITISH COLUMBIA



4 June 2007

## ENROLMENT SERVICES

2016 - 1874 East Mall

Vancouver, B.C. Canada V6T 1Z1

Tel: (604) 822-9952 Fax: (604) 822-5945

christopher.eaton@ubc.ca

To: Council of Senates  
From: Executive Committee

Re: Rules and Procedures of the Council of Senates

---

The Executive Committee has conducted a review of the *Rules and Procedures of the Council of Senates* and attaches proposed changes for your consideration. Substantive changes are marked in **blue**, and are as follows:

- 1) Provisions have been made to allow for delegation of powers generally if needed (as allowed for limited items per Section 37 (b) of the *University Act*) and for specific delegation for affiliation agreements in line with the attached report on affiliation agreements; and
- 2) Budget Committee sub-committees for the Okanagan and Vancouver campuses have been codified.

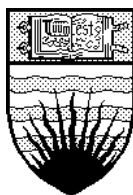
Several typographical errors have also been corrected.

The Committee is aware that a more detailed review of the Council's operations would be a useful exercise. However, at this time it does not feel that we have sufficient experience with the Council of Senates to determine if its present form is desirable, or where changes should be made. The Committee plans to conduct another review prior to next June's Council of Senates meeting and may bring forward more substantive changes – if needed – at that time. As such, the Committee is pleased to recommend the following to the Council of Senates:

*That the Rules and Procedures of the Council of Senates be amended as set out in the attached report.*

NB: Requires 2/3rds approval as per Section 3 of the *Rules and Procedures*.

RULES AND PROCEDURES  
OF THE  
COUNCIL OF SENATES



THE UNIVERSITY OF BRITISH COLUMBIA

Proposed June 1 2007

## Part 1 – Definitions

1. The following definitions are in use throughout, except as context requires otherwise:
  - “*Board of Governors*” means the Board of Governors of the University
  - “*Chair*” means the chair of meetings of the Council of Senates, or the chair of one of its committees, as context requires
  - “*Council of Senates*” means the Council of Senates of the University of British Columbia
  - “*Councillor*” means a member of the *Council of Senates*
  - “*Okanagan Senate*” means the Okanagan Senate of the University
  - “*President*” means the President of the University
  - “*Registrar*” means the Registrar of the University
  - “*Secretary to the Council of Senates*” means the *Registrar* or designate
  - “*Senate*” means the *Okanagan* or *Vancouver Senates*, as context requires
  - “*University*” means The University of British Columbia
  - “*University Act*” means the law titled as such in the Province of British Columbia with the citation Revised Statutes of British Columbia 1996, chapter 468 (RSBC 1996 c 468) and its successor legislation.
  - “*Vancouver Senate*” means the Vancouver Senate of the University

## Part 2 – Rules and Procedures

2. The Executive Committee of the *Council of Senates* shall consider and make recommendations to the *Council of Senates* or its *Chair* on any matters relating to the rules and procedures of the *Council of Senates* that are not otherwise covered by these Rules and Procedures.
3. The *Council of Senates* may – with a two-thirds (2/3) vote in favour – amend or suspend any provision of these Rules and Procedures at any time.
4. In all cases in which they are not inconsistent with these Rules and Procedures the rules contained in the current edition of *Robert’s Rules of Order Newly Revised* shall govern the *Council of Senates* and its committees.

5. Quorum shall be as follows:
  - a. For all meetings of the *Council of Senates* - Twelve (12) *Councillors*
  - b. For committees of the *Council of Senates* - 50% of each committee's voting members, except for the Elections Committee, where quorum shall be 50% of the Committee's voting members except when considering an appeal of an election for an office at only one (1) campus, in which case a quorum shall be four (4) voting members.
6. The *Council of Senates* shall not delegate any of its powers to any person, committee, or other body except as set out below and under such procedures as approved by the *Council of Senates* by a two-thirds (2/3rds) vote in favour:
  - a. The Executive Committee, either *Senate*, and certain committees of either *Senate* may approve affiliation agreements with the *University* on behalf of the *Council of Senates*.

### Part 3 – Membership and Officers

7. Membership of the *Council of Senates* is as set out in the *University Act*.
8. The *President* shall serve as *Chair* of the *Council of Senates* and shall designate a *Councillor* as vice-chair to serve as *Chair* in the absence of the *President*.
9. The *Registrar* or designate shall serve as the *Secretary to the Council of Senates* and any committees thereof.
10. No *Councillor* may appoint a delegate, or voting proxy, to act in the *Councillor's* absence at meetings of the *Council of Senates* or any of its committees.

### Part 4 – Meetings of *Council of Senates*

#### REGULAR MEETINGS

11. The *Council of Senates* shall have four (4) scheduled regular meetings per year, generally in December, March, June, and September as scheduled at a time and place by the *Secretary to the Council of Senates* in consultation with the *Chair*, which generally alternate between Vancouver and the Okanagan.
12. The Executive Committee may cancel a scheduled regular meeting on at least ten (10) day's notice unless at least fourteen (14) days prior to the date of the scheduled regular meeting a matter has been referred to the *Council of Senates* by:
  - a. The Board;
  - b. The *President*; or

- c. Either or both of the *Senates*.
13. If a matter is referred to the *Council of Senates* with fewer than fourteen (14) days remaining before a scheduled regular meeting, that matter shall be considered at a subsequent regular meeting of the *Council of Senates*.
  14. If the Executive Committee determines that a regular meeting is not necessary pursuant to Section 12, the Executive Committee may cancel the meeting if this decision is communicated to *Councillors* at least ten (10) days prior to the scheduled regular meeting.
  15. Regular meetings shall adjourn no more than three hours after being called to order but only upon declaration of adjournment. The time for adjournment of regular meetings may be extended by resolution passed by majority vote. The motion to extend is not debatable but is amendable as to time.

#### **SPECIAL MEETINGS**

16. A special meeting may be called to discuss a particular topic or topics and shall be called:
  - a. At the discretion of the *Chair*; or
  - b. If at least six (6) *Councillors* submit a request to the *Secretary to the Council of Senates* to that effect.
17. At least ten (10) days notice shall be given to *Councillors* of a special meeting.
18. The *Secretary to the Council of Senates* shall, in consultation with the *Chair*:
  - a. Fix the date of a special meeting, provided that such a date shall be no more than twenty-one (21) days and no less than fourteen (14) days after a meeting is requested under Section 15 (b) and
  - b. Set the location in Vancouver or the Okanagan.
19. A notice of special meeting shall specify the purpose of the meeting. Such a notice shall be given to *Councillors* at least ten (10) days prior to the meeting. Only the matter or matters specified in the notice concerning the meeting shall be considered at such a special meeting.
20. Special meetings shall adjourn no more than three hours after being called to order but only upon declaration of adjournment. The time for adjournment of a special meeting may be extended by resolution passed by majority vote. The motion to extend is not debatable but is amendable as to time.

## OPEN AND CLOSED SESSIONS

21. Meetings of the *Council of Senates* are, in general, open to observers but observers, including staff and Senators who are not *Councillors* may only address the *Council of Senates* with permission of the meeting. Normally the *Chair* shall determine the will of the meeting informally.
22. The *Secretary to the Council of Senates* may:
  - a. Designate public galleries, which shall normally be an area set aside from the voting members of the *Council of Senates*;
  - b. Limit or regulate admittance to the public gallery including by ticket or reservation; and
  - c. Establish and enforce rules of behaviour for observers.
23. No cameras, tape recorders or other electronic equipment may be brought into the meeting room of the *Council of Senates*, including the public gallery, except with permission of the meeting. Normally the *Chair* shall determine the will of the meeting informally.
24. The *Council of Senates* may, by simple majority vote, clear the public gallery and consider items of the agenda *in camera*. If an agenda item identified as an *in camera* item the meeting room is to be cleared of all but *Councillors* and guests identified as invited for that item, without need of a vote.

## ORDER OF BUSINESS

25. The agenda for regular or special meetings is normally prepared by the Executive Committee a minimum of ten (10) days prior to the scheduled meeting date of the *Council of Senates*. The Executive Committee shall add no item to the agenda that impedes the authority of a *Senate* under the *University Act* unless that item has been referred to the Council under Section 12.
26. The usual order of agenda items is:
  - a. **Call to Order**
  - b. **Quorum/Membership:** New members, declaration of vacancies. Quorum difficulties if noted.
  - c. **Agenda:** Motion to adopt (amendable)
  - d. **Minutes of Previous Meeting:** Motion to adopt, amend and/or correct the minutes.



- e. **Chair's Report:** The *Chair* may report on issues of interest to the *Council of Senates*. *Councillors* shall have the opportunity to pose questions to the *Chair* regarding matters of interest to the *Council of Senates*.
- f. **Reports:**
  - i. Reports of Standing Committees of the *Council of Senates*: Normally presented in alphabetical order. Reports should be circulated in advance. Committees may propose motions with respect to their reports
  - ii. Reports of *Ad hoc* Committees: Normally presented in alphabetical order. Reports should be circulated in advance. Committees may propose motions with respect to their reports.
- g. **Correspondence and the Receipt of Petitions** (if not already included in a Committee Report): Petitions may be received by the *Council of Senates* and may be forwarded to committees or other appropriate bodies for consideration. Statements may be circulated to *Councillors*
- h. **Unfinished Business and Business Arising from the Minutes:** Items brought forward from the previous meeting as noted in the minutes of the previous meeting
- i. **Announcements**
- j. **In Camera Session:** Held if required without need for request of any member.
- k. **Adjournment**

27. Any *Councillor* may give notice of a main motion from the floor of the *Council of Senates*, whereby the motion shall be placed on the agenda of the next regular of the *Council of Senate* under *Business Arising from the Minutes*, and a vote of two-thirds (2/3) majority in the affirmative will be required for the motion to pass.

## VOTING

28. Voting on ordinary business and motions is normally by show of hands. A vote shall be held by roll call or secret ballot if:
- a. The *Chair* so directs, at the *Chair's* discretion; or
  - b. A motion to do so is approved by simply majority. A member may make this motion at any time before final announcement of the vote results by the *Chair*.

29. The *Chair* has the same voting rights as other members of the *Council of Senates*.
30. If there is a tie vote on a motion, the motion shall be lost.
31. Any *Councillor* may, by request, require that the vote count, or the *Councillor's* individual vote or abstention from voting, be recorded in the *Council of Senates* minutes.

## **DEBATE AND MOTIONS**

32. Once a motion is moved and seconded, the mover may speak to it first, throughout debate may answer questions put through the *Chair*, and has the option to also speak last in debate.
33. When two motions on the agenda are conflicting, the *Chair* may rule that consideration of the second motion is unnecessary if the first is passed. If the first motion is lost, the second may then be considered.
34. A motion to rescind a motion requires a vote of two-thirds (2/3) majority in the affirmative to pass, or, if a notice of motion has been given, a simple majority in the affirmative to pass except for which such notice is given under Section 27 in which case a two-thirds (2/3) majority in the affirmative is still required.
35. A ruling of the *Chair* with regard to motions or any other matter may be challenged by seconded motion of any *Councillor* present if the motion of appeal is made immediately. Such an appeal is generally made after raising a point of order establishing the basis for the appeal, and is generally debatable. The *Chair's* decision stands until reversed by majority vote of the *Council of Senates*. The *Chair* remains presiding during any appeal, may vote on the appeal, and before the vote may explain the reasoning for the ruling or action without being considered as debate.

## **Part 5 – Committees**

### **STANDING COMMITTEES**

#### **The Executive Committee**

36. The Executive Committee shall be composed of:
  - a. One (1) representative appointed by and from the committee responsible for preparing the *Okanagan Senate* Agenda;
  - b. One (1) representative appointed by and from the committee responsible for preparing the *Vancouver Senate* Agenda;

- c. Three (3) *Councillors* from the *Okanagan Senate*, elected by and from the *Council of Senates*, who must include at least one (1) faculty member and one (1) student;
  - d. Three (3) *Councillors* from the *Vancouver Senate* elected by and from the *Council of Senates*, who must include at least one (1) faculty member and one (1) student.
37. The *Chair* of the Executive Committee shall be elected by the Committee from among those members specified by Section 36 (c) and 36 (d).
38. The Executive Committee shall be responsible for recommending the following to the *Council of Senates*:
- a. The agenda for meetings of the *Council of Senates*.
  - b. The disposition of any matter referred to the *Council of Senates* by a *Senate*, by the *Board of Governors*, or by the *President*;
  - c. Changes to these Rules and Procedures; and
  - d. Terms of affiliation with other universities, colleges or other institutions of learning, or to modify or terminate the affiliation.
39. The Executive Committee may approve affiliation agreements on behalf of the *Council of Senates* under such procedures as approved by the *Council of Senates*.

#### **The Elections Committee**

40. The Elections Committee shall be composed of:
- a. Three (3) *Councillors*, elected by and from the *Council of Senates*, one of whom shall be elected *Chair* by the Committee;
  - b. Three (3) members appointed by and from the *Okanagan Senate*, who must include at least one (1) faculty member and one (1) student; and
  - c. Three (3) members appointed by and from the *Vancouver Senate*, who must include at least one (1) faculty member and one (1) student.
41. The Elections Committee shall be responsible for recommending to the *Council of Senates*, in consultation with the *Secretary to the Council of Senates*, any rules necessary for nominations, elections, and voting in any election:
- a. Of the Chancellor;
  - b. To the *Council of Senates*;
  - c. To the *Senates*,

- d. To the *Board of Governors*; or
  - e. To any body or group created under the authority of the above groups unless the *Council of Senates* otherwise provides.
42. The Elections Committee shall decide the final disposition of any appeal filed for any election governed by Section 41 of these Rules and Procedure.
43. The Elections Committee shall determine its own rules for the conduct of its meetings and business, and shall approve and maintain regulations governing appeals filed under Section 42.

### **The Budget Committee**

44. The Budget Committee shall be composed of:
- a. Three (3) *Councillors*, elected by and from the *Council of Senates*;
  - b. Four (4) members of the *Okanagan Senate* appointed by and from the *Okanagan Senate*, who must include at least two (2) faculty members and one (1) student; and
  - c. Four (4) members of the *Vancouver Senate* appointed by and from the *Vancouver Senate*, who must include at least two (2) faculty members and one (1) student.
45. The Budget Committee shall elect:
- a. A chair, from those members of the Committee who are *Councillors*; and
  - b. two (2) vice-chairs - one from those members specified in Section 44 (b) and one from those members specified in Section 44 (c) - who shall be responsible for representing the Budget Committee to their respective *Senates*."

46. No member of the Budget Committee shall hold an administrative appointment as a Dean, Principal, Associate Vice-President or Vice-President.

47. The Budget Committee shall:

    - a. Meet with the *President* and assist in the preparation of the *University* budget; and
    - b. Make recommendations to the *President* and to report to the *Okanagan* and *Vancouver Senates* at least annually concerning academic planning and priorities as they relate to the preparation of the *University* budget.

- c. Establish Okanagan and Vancouver sub-committees to assist the *President* in the preparation of the *University* budget with such memberships as set by the Committee from time to time.

48. In advising the *President* on the University budget, the Budget Committee may request information on any of the University's fund accounts.

#### **MEMBERSHIP AND APPOINTMENTS TO COMMITTEES**

49. The *Registrar* shall conduct elections for all *Council of Senates* representatives on committees or other bodies using such procedures considered acceptable to the *Registrar*.

50. Each *Senate* shall appoint its representatives on committees using such procedures considered acceptable by that *Senate*.

51. The *Registrar* or designate is an ex-officio member of all *Council of Senates* committees and shall serve as committee secretary.

52. When a vacancy occurs or is expected to occur on a committee, the *Chair* of that committee shall notify the *Secretary to the Council of Senates*.

53. The *Council of Senates* may at any time by resolution, form and establish the terms of reference of a standing or an *ad hoc* committee of which the size and composition is recommended by the Executive Committee; however, it may not delegate any of its powers to any person, committee, or other body **except as set out in these *Rules and Procedures***.

54. Members of committees whose terms of office have ended are requested to continue their committee memberships and attendance at committee meetings until their successors have been appointed.

#### **COMMITTEE MEETINGS**

55. Attendance at meetings of *Council of Senates* committees is normally limited to members of the committee and committee staff. Staff and others may attend only with the permission of the meeting. Normally the *Chair* shall determine the will of the meeting informally.

56. The *Secretary to the Council of Senates* or designate shall call the first meeting of each Committee as soon as feasible after the composition of the committees has been determined.

#### **COMMITTEE REPORTS**

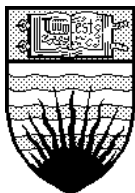
57. A committee report is generally presented by the *Chair* of the committee, but in the *Chair's* absence another member of the committee may do so.

58. Committee reports are not required to be seconded to be discussed on the floor of the *Council of Senates*.
59. A committee report should normally consist of the body of the report with a collection of any recommendations at the end followed by text of any motions arising from the recommendations. These motions need not be seconded to be discussed or voted upon.
60. The work of an *ad hoc* committee is not complete until the committee is discharged. The final report of an *ad hoc* committee shall conclude with a recommendation, followed by text of the motion, that the *Council of Senates* discharge the committee.
61. A committee may report for information. Such a report may raise questions without making recommendations, or may make recommendations, with no motions or actions arising from the report.

---

The above text is the approved *Rules and Procedures* of the Council of Senates of The University of British Columbia and is maintained by Christopher Eaton, Academic Governance Officer. If you have any questions or require an official copy of the *Rules and Procedures*, please call 604.822.9952 or email [christopher.eaton@ubc.ca](mailto:christopher.eaton@ubc.ca).

# THE UNIVERSITY OF BRITISH COLUMBIA



3 March 2007

## ENROLMENT SERVICES

2016 - 1874 East Mall

Vancouver, B.C. Canada V6T 1Z1

Tel: (604) 822-9952 Fax: (604) 822-5945

christopher.eaton@ubc.ca

## Approval of Affiliation Agreements

### Introduction

Affiliation agreements with other universities, colleges, or other institutions of learning are under the jurisdiction of Senate as per Section 37 (1) (u) of the *University Act* (as modified by Section 38.2 (4) of the *Act*, this power is assigned to the Council of Senates, who may act in this regard as though it were a Senate). Historically, almost all Senate-considered affiliation agreements can be categorized as either: student mobility (a.k.a. exchange) agreements, joint programs, theological affiliations, or research endeavours.

### Current Status

At UBC Vancouver, student mobility agreements are approved by the (Vancouver) Senate Admissions Committee on behalf of Senate; joint programs are approved by the Senate on the recommendation of the Senate Academic Policy Committee, Admissions Committee, and Curriculum Committee; theological affiliations are considered by the Vancouver Senate on the recommendations of ad-hoc committees; and other agreements are considered as necessary based on recommendations of the Academic Policy Committee for Vancouver. At UBC Okanagan, only one affiliation agreement has been considered to date; it was approved by Senate (and then the Council of Senates) on the recommendation of the Policies & Procedures Committee.

### Assumptions

There is a recognized need for flexibility in considering and approving such agreements, while still ensuring the necessary degree of oversight and review. With the establishment of UBC Okanagan, there is a further need to consider which agreements are with "UBC" as a whole, and which – while technically with "UBC" – are more appropriately viewed as with UBC Vancouver or UBC Okanagan. Existing agreements have been taken as between "UBC" as a whole and other institutions, although functionally many are with one campus or the other.

### Recommendation

The Committee is pleased to recommend as follows to the Council of Senates:

*That the attached procedures on approval of affiliation agreements be approved.*

## **New Procedures for Approval of Affiliation Agreements**

*NB: The procedures below are applicable to all new affiliation agreements, the modification of terms for affiliation agreements already in force, and the discontinuance of such agreements. In all cases below, “approve” and its cognates shall be taken to also mean modify or terminate such approval. Although agreements are segmented into those with “UBC” and to those with a campus of UBC, all agreements are still formally with the University as a whole.*

- 1) Affiliation agreements with UBC
  - a. Affiliation agreements with UBC generally are to be approved by the *Council of Senates*. As the Council only plans to meet annually, the following structure is proposed to facilitate approvals:
    - i. Affiliation agreements are distributed to all Council members electronically.
    - ii. Councillors who have any concerns with the agreement being approved without discussion have three (3) weeks to communicate this to the Council Secretariat. Concerns raised by four (4) or more Councillors will result in the proposal being sent to the next Council meeting for consideration.
    - iii. If no or insufficient concern is raised under point (b) above, the Council Executive Committee will consider the agreement at its quarterly meetings in May, August, November, or February. If the Committee does not approve the agreement within four (4) months of its submission, or feels that the matter should be considered by the full Council, it is to be sent to the Council at its next meeting for consideration.
- 2) Affiliation agreements with UBC that are only applicable to operations at UBC Okanagan or UBC Vancouver
  - a. Affiliation agreements with a campus of the University may be considered by either Senate or by committees thereof depending on the nature of the proposal:
    - i. Student Mobility agreements may be approved by the Vancouver Senate Admissions Committee or the Okanagan Senate Admissions and Awards Committee
    - ii. All other agreements, including, but not limited to Statutes of Affiliation with theological colleges or other institutions and joint programs may be approved by either Senate on the recommendation of such committee as they deem necessary.
  - b. In all cases, before an affiliation agreement is approved by either campus’ Senate, it is to be considered by the Council of Senates’ Executive committee, a majority of whom may require that the matter be considered by the Council of Senates as a whole. No agreement shall be entered into until the Council of Senates’ Executive Committee has reviewed the proposal, or in the case of those matters considered by the Council of Senates, the approval of the Council has been granted.