

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN



OKANAGAN SENATE SECRETARIAT

Enrolment Services

Senate and Curriculum Services

3333 University Way

Kelowna, BC · V1V 1V7

Tel: (250) 807-9259 · Fax: (250) 807-8007

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

OKANAGAN SENATE
AGENDA

Wednesday 23 May 2007

4:30 P.M. – 6:30 P.M.

Room: SCI 333 | UBC OKANAGAN CAMPUS

1. Senate and Committee Membership – Acting Registrar Mr. Fred Vogt

a. Declaration of Vacancy – Resignation of Dr. Peter Wylie from Senate (Representative of the Joint Faculties), the Nominating Committee and the Council of Senates Budget Committee effective 1 July 2007 (information)

b. Election of Student Senators to Nominating Committee (approval)

The Secretary has received nominations for Mr. Matt Koovisk and Ms. Megan Patapoff. If no further nominations are received, Mr. Koovisk and Ms. Patapoff will be declared acclaimed.

i. Motion: *That nominations for two Student Senators to serve on the Nominating Committee be closed.*

2. Minutes of the Previous Meeting – Dr. Doug Owram (approval) (circulated – Item 2)

3. Business Arising from the Minutes

a. Senate Elections (approval) (circulated Item 3a) – Mr. Fred Vogt

4. Vice-Chair's Remarks – Dr. Doug Owram

5. Granting of Degrees

a. Candidates for Degrees: lists as submitted by the Faculties and Schools are available for advance inspection at Enrolment Services, and will also be available at the meeting (approval) – Dr. Doug Owram

The Vice-Chair of Senate calls for the following motion:

That the candidates for degrees and diplomas, as recommended by the Faculties and Schools, be granted the degree or diploma for which they were recommended, effective May 2007, and that the Registrar, in consultation with the Deans and the Chair of the Okanagan Senate, be empowered to make any necessary adjustments (2/3 majority required).

6. Council of Senates

- a. Replacement – Dr. Daniel Keyes, Faculty Councillor representing the Okanagan Senate on the Council of Senates Executive Committee (replacing Dr. Michael Isaacson) (information) – Mr. Fred Vogt
- b. Oral Report from the Council of Senates Budget Committee (information) – Dr. Daniel Keyes

7. Nominating Committee – Acting Chair Dr. Jodey Castricano

- a. Senate Committee Assignments for the Deputy Vice-Chancellor and the Associate Vice-President and Chief Operating Officer, Academic & Research (approval) (circulated – Item 7a)
- b. Student Senator Council of Senates appointments (approval) (circulated – Item 7b)

8. Policies & Procedures Committee – Dr. Daniel Keyes

- a. Review of the Okanagan Senate (approval, 2/3 majority required) (circulated – Item 8a)
- b. Course Withdrawal (approval) (circulated – Item 8b)

9. Curriculum Committee – Dr. Jennifer Gustar

Curriculum Proposals from the Faculties of Applied Science, Arts and Sciences, and Creative and Critical Studies (approval) (circulated – Item 9)

10. Joint Report from the Curriculum Committee and Admissions and Awards Committee – Dr. Sharon McCoubrey

- a. Faculty of Education: Post-baccalaureate Certificates and Diplomas (approval) (circulated – Item 10a)

11. Learning and Research Committee – Acting Chair Mr. Robert Campbell

- a. Annual Report on Committee Activities (information) (circulated – Item 11a)

12. Admissions and Awards Committee – Dr. Sharon McCoubrey

- a. Admission to UBC: Changing Programs (information) (circulated – Item 12a)
- b. New Awards (approval) (circulated – Item 12b)
- c. Enrolment Targets (information) (circulated – Item 12c)

13. Appeals of Standing and Discipline – Dr. Carol Scarff

- a. Annual Report on Committee Activities (information) (circulated – Item 13a)

14. Other Business

**Regrets: Nathalie Bomberg telephone (250) 807-9259 or
email nathalie.bomberg@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>

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OKANAGAN SENATE

MINUTES OF 25 APRIL 2007

Attendance

Present: Deputy Vice-Chancellor Dr. D. Owram (Meeting Chair), Dr. A. S. Abd-El-Aziz, Mr. R. Adl, Mr. P. Arthur, Mr. G. August, Ms. S. Barnard, Dean B. Bauer, Dean J. Bottorff, Dr. W. Broughton, Ms. M. Burton, Dr. J. Castricano, Mr. R. Chavarie, Dr. J. Cioe, Dr. R. Currie, Dr. M. Duran-Cogan, Mr. R. Gandha, Dr. J. Gustar, Ms. E. Johnston, Dr. D. Keyes, Dr. R. Klukas, Dean M. Krank, Dr. A. Labun, Dr. R. Lalonde, Mr. D. Lubbers, Ms. V. Lymberopoulos, Ms. M. Patapoff, Mr. O. Penner, Dr. S. Reid, Dr. C. Scarff, Dr. D. Senese, Dr. M. Ungureanu, Dr. M. Williams, Mr. C. Wilson, Ms. M. Wilson, Dr. P. Wrzesniewski

By Invitation: From Enrolment Services: Ms. L. M. Collins, Mr. C. Eaton, Mr. F. Vogt (Acting Registrar & Secretary)

Regrets: President Stephen Toope, Dr. J. Bassett-Smith, Dean R. Belton, Dr. E. Butz, Dean R. Campbell, Ms. L. Driscoll, Dean M. Isaacson, Mr. M. Koovisk, Mr. G. Lepp, Dr. S. McCoubrey, Chancellor Dr. A. McEachern, Ms. N. Neumann, Mr. B. Silzer, Dr. P. Wylie, Ms. G. Zilm

Recording Secretary: Ms. N. Limbos-Bomberg

Call to Order

Deputy Vice-Chancellor Doug Owram called the meeting to order.

Senate Membership

On behalf of the Secretary to Senate, Mr. Vogt welcomed Dr. Carol McFadyen as the Faculty Representative to Senate from the Faculty of Health & Social Development.

Moved: Dr. Cioe
Seconded: Mr. Lubbers

That Ms. Michelle Wilson be appointed as Student Representative to Senate from the Faculty of Creative & Critical Studies and Mr. Oliver Penner as Student Representative to Senate from the Faculty of Education.

CARRIED.

Members of the Senate welcomed all new Senators.

Minutes of the Previous Meeting

Moved: Dr. Cioe
Seconded: Dr. Abd-El-Aziz

That the minutes of the Okanagan Senate Meeting of 4 April 2007 be adopted as circulated.

CARRIED.

Chair's Remarks and Related Questions

Campus 2020

The Chair offered his comments on the April 23rd release by Geoff Plant, QC, special advisor to the Premier and Minister of Advanced Education, of *Campus 2020: Thinking Ahead*, on the future of British Columbia's post-secondary education system (http://www.campus2020.ca/EN/the_report).

Of the 52 recommendations to government on how to build on the strengths of BC's existing system of higher education, the Chair noted several in brief:

- Signal of differentiation – UBC positioned as a major research institution among SFU and UVic (“Georgia Strait” research cluster);
- Repealing of the statutory designation of “university college” to create “regional universities”;
- Establishment of a regulatory framework for tuition;
- Creation of a Higher Education Presidents’ Council;
- Various performance measures.

The Chair summarized the strength of the report for UBC in its recognition of the University's national and international mandate.

The Chair called for comments. Dr. Lalonde observed that the recommendations are contrary to previous courses of direction and asked about the climate for reception of the recommendations. Dr. Owram responded that reaction depended on the stakeholder group, recalling that the President was pleased with the implications for UBC. In response to a question about the possibility of increased tuition fees, Dr. Owram stated that the report required further reading.

Mandatory Retirement

The Chair reported that on May 15th, pending the settling of several issues and legislation, a 2-year suspension of mandatory retirement would come into effect in a move towards complete abolition. The Chair noted that UBC was one of the last Canadian universities to abolish mandatory retirement.

From the Board of Governors

The Senate received confirmation that the following recommendations of Okanagan Senate were approved as required under the University Act Sections 37 (l) (i) (o) (p) and 38.

January 31, 2007 Meeting of Senate

Curriculum proposals from the Faculty of Arts and Sciences.

March 7, 2007 Meeting Senate

Curriculum proposals from the Faculties of Applied Science, Arts and Sciences, Creative and Critical Studies (with the exceptions of SPAN 470 and 471, which were not approved by the Senate), Education, and Health and Social Development.

Discussion

In response to a question from Dr. Reid about the use in Senate documents of the name “Faculty of Arts & Sciences” as opposed to the “Irving K. Barber School of Arts & Sciences,” Ms. Collins explained that the unit retained its legal name as a Faculty so that it could conduct the affairs of a faculty as described in the *University Act*. Although the Faculty was also known as a School, formal reference to the unit by the Senate should be to the Faculty.

Nominating Committee

On behalf of the Nominating Committee, Dr. Lalonde presented following recommendations to Senate:

Moved: Dr. Lalonde
Seconded: Dr. Gustar

That Dr. Scott Reid be appointed to the Senate Curriculum Committee until 31 August 2007, and thereafter until a successor is appointed.

and

That the following standing committee appointments be made, effective until 31 March 2008 and thereafter until successors are appointed:

Admissions & Awards:	Ms. Shannon Barnard Mr. Conner Wilson
Appeals of Standing & Discipline:	Ms. Erin Johnston Ms. Vanna Lymberopoulos
Curriculum	Mr. Grayson Lepp Mr. David Lubbers
Learning & Research	Mr. Rick Gandha Ms. Natasha Neumann
Policies & Procedures	Mr. Robert Chavarie Ms. Michelle Wilson

CARRIED.

Curriculum Committee

New Undergraduate Curriculum Proposals

Committee Chair Dr. Gustar presented curriculum proposals from the Faculties of Arts and Sciences, Creative and Critical Studies, and Health and Social Development.

Moved: Dr. Gustar
Seconded: Dr. Currie

That the Senate approves the new and changed undergraduate courses brought forward by the Faculties of Arts and Sciences, Creative and Critical Studies, and Health and Social Development.

Discussion

Dr. Keyes inquired after the course title of “French Civilization” and suggested it seemed to be colonial and antiquated. Mr. Adl responded that the course title was among a series of long-standing titles inherited from Okanagan University College. Dr. Williams asked if the course was taught in French; Mr. Adl responded to the affirmative, adding that all upper level courses are taught in the language of instruction.

Dr. Labun questioned if the course description described the course content. Dr. Gustar responded that it did but noted that at present there is no policy requirement to include a description if the course title is clear. Dr. Cioe asked for clarification on the requirement of a fuller calendar description; Dr. Gustar noted that the website detailing curriculum guidelines does not specify the requirement for a full course description. Dr. Gustar noted that the Calendar language is our legal contract with students and cautioned against including elements that will not be taught.

Dr. Wrzesniewski commented on the over-use of the term ‘civilization’ and suggested Western Civilization as the correct term. Mr. Adl noted this suggestion for future consideration

The motion was put and CARRIED.

Admissions and Awards Committee***New Awards***

Dr. Labun presented 13 new awards for approval.

Moved: Dr. Labun

Seconded: Dr. Cioe

That the new awards be accepted as listed and forwarded to the Board of Governors for approval, and that letters of thanks be sent to the donors.

Discussion

Dr. Duran-Cogan asked if students had access to awards information. Mr. Eaton responded in the affirmative (<http://okanagan.students.ubc.ca/finance>). Dr. Labun noted for Senate that not all awards are eligible for student application but are rather made on the recommendation of faculty.

Dr. Bauer responded to an inquiry noting the 2006-2007 availability for awards and stated that the awards would be given retroactively.

Dr. Reid asked about the language referring to programs making recommendations versus departments or units. With regards to the Ken DAUGHTRY Geoscience Prize, Dr. Williams asked about Chemistry versus Earth and Environment Science granting an award. A friendly text amendment was suggested to read "...on the recommendation of the Earth and Environmental Science program in the Irving K. Barber School."

Summarizing the ensuing discussion, Dr. Owram noted that normally awards will be on the recommendation of the program unless otherwise specified by the donor, and at the discretion of the Senate.

The motion was put and CARRIED.

Report from the Registrar– Mr. Fred Vogt, Acting Registrar

Terms of Office for Faculty and Convocation Representatives to Senate

Acting Registrar Mr. Fred Vogt circulated a report that proposed that Senate consider the following three motions:

1. That Senate recommend 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.
2. That Senate recommend to the Council of Senates that the elected terms for the Convocation & Faculty Representatives to Okanagan Senate elected or re-elected for 1 September 2008 be set at one (1) year.
3. That Senate recommend to the Council of Senates that the election of Faculty and Convocation Representatives to the Okanagan Senate be delayed until October 2007.

Mr. Vogt noted some urgency of the matter due to the requirement of the election process to be approved by the Council of Senates and their upcoming annual scheduled meeting on 7 June 2007.

Moved: Dr. Williams

Seconded: Dr. Cioe

That Senate recommend 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.

Discussion

Dr. Williams asked how the original term of two years was determined. Mr. Eaton replied that former Deputy Vice-Chancellor Barry McBride approved a shorter term in consideration of the newly formed Okanagan Senate as well as factors of general election timing. Dr. Williams observed that the decision was made without the approval of the Council of Senates and was contrary to the *University Act*. Ms. Collins noted that in arriving at the term exception, Enrolment Services was in conversation with Dr. McBride and consulted with the provincial government for approval. Dr. Owram conceded that the approval process appeared to be somewhat unclear yet guided the Senate to look forward to the issue at hand.

Dr. Gustar noted that she was uncomfortable reversing a decision of colleagues, and felt that in extending term lengths, the Senate would in essence be voting on itself. Dr. Owram clarified that the Senate was voting only to make a recommendation to the Council of Senates.

Dr. Williams spoke for many in noting that Senators were unaware of the two-year term exception. Dr. Lalonde noted that he researched the two-year term history and indeed the original nomination form stated two years. However, Dr. Lalonde agreed with Dr. Gustar's discomfort in extending his own Senate term. Dr. Owram requested feedback on the notion of any perceived conflict of Senators extending its own term. There was no comment from the Senate.

Dr. Labun requested background information on the proposed Senate Review. Dr. Keyes, as Chair of the Policies and Procedures Committee, summarized Dr. Isaacson's proposal and highlighted the major steps and rationale: if the Senate were to proceed with the spring 2007 election with a three year term for all faculty senators that there would be no opportunity to amend the Senate's membership or length of term until 2010. Given that over the next three years many new faculty will be hired, it would be good to be able to offer to new faculty the opportunity to serve on Senate prior to 2010.

Dr. Cioe reminded the Senate of the consequences of not extending the term, namely that elections would begin immediately.

The motion was put and CARRIED. Three opposed. One abstention

*Moved: Dr. Cioe
Seconded: Dr. Currie*

That Senate recommend to the Council of Senates that the election of Faculty and Convocation Representatives to the Okanagan Senate be delayed until October 2007.

Discussion

The Chair noted that the present motion was somewhat linked to the third and asked Mr. Eaton to contextualize the reasons for an October election. Mr Eaton presented issues of resource conflicts related to the election of the Chancellor and as well as the Board of Governors and the Vancouver Senate. Dr. Cioe questioned the inability to manage all the above elections at the same time; Ms. Collins responded that present staffing resources were limited.

Dr. Williams asked if the elections were postponed to the fall, was it was possible to carry out the election in the same 6-week time frame planned if the elections were to happen at this time. Mr. Eaton replied in the affirmative. Dr. Williams asked if it was required that the election be administered from Vancouver; Mr. Eaton replied that the centralization of the on-line system was facilitated by the Vancouver office as were voter inquiries and database management. Dr. Owram asked about the additional resources required. Ms Collins responded that a short-term staff appointment of four months would be required.

Dr. Cioe felt strongly that the Senate should consider only the proper conduct of elections rather than any administrative process. Dr. Owram suggested that the second and third motions were not necessary at this time in that the motion to extend enabled Senate to look at itself and begin the process of planning.

Moved: Dr. Abd-El-Aziz

Seconded: Dr. Cioe

That the Senate defer the second and third motions.

CARRIED.

Moved: Dr. Cioe

Seconded: Dr. Williams

That Senate defer the issue of an election timeline and offer an alternate proposal at the next Senate meeting.

CARRIED

Adjournment

There being no further business, the meeting was adjourned at 6:00 p.m. The following regular meeting was scheduled to be held on 23 May 2007.

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16 May 2007

To: Okanagan Senate

From: Policies and Procedures Committee

Subject: Senate Elections

The Committee has considered the matter of elections timing that was postponed at the last meeting of Senate. It is of the opinion that although there is no ideal time to conduct the election of the next Senate in the next 15 months, the autumn is the best period available. The summer term is not preferable due to the number of faculty away from campus, and the spring is not due to the heavy burden on the University's resources needed at that time for other elections, including that of the University's Chancellor.

As such, the Committee recommends as follows:

“That Senate recommend to the Council of Senates and the Registrar that the election of the 2008-2011 Okanagan Senate (Faculty and Convocation Representatives assuming office on 1 September 2008) occur in the Autumn of 2007, concurrently with the election of the Faculty and Staff Representatives to the Board of Governors from UBC Okanagan.”

The Committee notes that this election would be for the normal three-year terms of office for Faculty and Convocation Representatives to Senate.

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23 May 2007

Memo to: Okanagan Senate
From: Nominating Committee
RE: Senate Committee Assignments

At its March 7th meeting, the Okanagan Senate unanimously approved to modify the composition of the Okanagan Senate to add the Associate Vice-President and Chief Operating Officer, Academic and Research as an ex-officio member of the Senate (as allowed by Section 35.1 (3) (J) of the University Act).

In the spirit of acknowledging the critical role of this position in the academic governance of UBC Okanagan and to ensure the incumbent's full participation in the activities of Okanagan Senate Committees, at its meeting of 9 May 2007, the Nominating Committee considered the assignment of the Deputy Vice-Chancellor or the Associate Vice-President and Chief Operating Officer, Academic and Research to each of the following:

- Curriculum Committee
- Learning and Research Committee
- Policies and Procedures Committee

The Nominating Committee is pleased to recommend the following to Senate:

That the composition of the Curriculum Committee be amended to strike the words "academic vice-president or designated" before and add the words "Academic & Research" after "Associate Vice-President" from item B of the ex-officio membership

NB: The proposed new item B would read:

Associate Vice-President, Academic & Research

And

That the composition of the Learning and Research Committee be amended to strike the words “academic vice-president or designated” before and add the words “Academic & Research” after “Associate Vice-President” from item B of the ex-officio membership

NB: The proposed new item B would read:

Associate Vice-President, Academic & Research

And

That the composition of the Policies and Procedures Committee be amended to strike the words “or designated associate vice-president” after “academic vice-president” from item B of the ex-officio membership.

NB: The proposed new item B would read:

Academic Vice-President

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23 May 2007

Memo to: Okanagan Senate
From: Nominating Committee
RE: Council of Senates Appointments

The Nominating Committee is pleased to recommend the following to Senate:

That Ms. Michelle Wilson and Mr. David Lubbers be appointed to Council of Senates Okanagan Senate Representative Committees 4 and 5 respectively until 31 March 2008 and thereafter until successors are appointed.

and

That the following student senators be appointed to the Council of Senates' committees below until 31 March 2008 and thereafter until successors are appointed.

Elections Committee: Mr. Matt Koovisk
Budget Committee: Ms. Vanna Lymberopoulos

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May 23, 2007

To: Okanagan Senate

From: Policies and Procedures Committee

Subject: Review of Senate (approval, 2/3 majority required)

Motion: *That the Senate establish an ad hoc Committee to Review the Okanagan Senate, and that the mandate, terms of reference and operation of the review, and the membership of the committee be as given below.*

RATIONALE

The Okanagan Senate held its inaugural meeting in December 2005 and has now been in operation for about 18 months. During this period, the Senate has established its rules and procedures and its standing committees, and has dealt with a wide range of matters, including the establishment of academic units and programs, the development of curricula, the creation of student awards, and the resolution of various matters of academic policy.

During this period, some matters have emerged that would benefit from a focused assessment of the role, powers and operation of the Senate and its committees.

Some aspects of these include the specific powers and procedures of Senate committees; the relationship of the Okanagan Senate with other bodies, such as the Vancouver Senate and the UBC O Academic Council, and more generally with the administrative arm of the campus; the interaction between the two campuses with respect to academic matters; and an assessment of whether the Senate is discharging its responsibilities as required by the *University Act*. Specific examples include: the specific powers, roles and responsibilities of the College of Graduate Studies (that does not have the power to confer degrees); whether the Senate should bestow awards to individuals; the evolving role of the Learning and Research Committee; and a clarification of the role of the Senate with respect to the University budget (that is not provided for in the *University Act*).

Finally, the policies and practices of the former UBC Senate (now the Vancouver Senate) apply to the Okanagan Senate, unless these have been explicitly modified. It may useful to

assess these and their relevance to the Okanagan Senate, and to identify policies and practices that should be modified for the Okanagan.

In light of the above considerations, the Policies and Procedures Committee is of the view that the Senate would be well served by establishing an ad hoc committee to undertake a review of the Senate.

MANDATE

To review all aspects of the Okanagan Senate of the University of British Columbia, including the organization, functioning and deliberations of Senate, consistent with the requirements of the *University Act*, and to make recommendations and give advice relating to the activities and responsibilities of the Senate and its standing committees.

The findings and recommendations of the Review Committee are to be brought to Senate for adoption at or before its December 2007 meeting.

TERMS OF REFERENCE

Without limiting its overall mandate, the Review Committee should give consideration to the following:

Format. To consider the composition and structure of Senate, including its membership, membership terms, committee structure, and meeting pattern.

Senate Committees. To review the terms of reference, membership and operation of all standing committees of Senate, with a view to providing detailed guidance to the committees regarding their powers, roles, responsibilities and operations.

University Act. To review conformance of the operation of Senate with the University Act and to advise on whether the Senate ought to undertake additional activities as envisaged in the *Act*.

Governance. To articulate the powers, roles and responsibilities of the faculties and other academic units, consistent with the *University Act*, including those that have been delegated by the Senate.

Agenda. To assess the effectiveness of Senate meeting agendas, including items brought for information or approval, the reports of Senate committees, the establishment of ad hoc committees to undertake special studies on Senate's behalf, the support provided by the Senate Secretariat, and the nature and extent of deliberations at meetings of Senate.

Interactions. To consider the relationship of the Okanagan Senate with other bodies, such as the Board of Governors, the Vancouver Senate, the Council of Senates, the UBCO Academic Council and the Okanagan sub-committee of the Council Budget Committee, and more generally with the administrative arm of the Okanagan campus.

Other. To identify any significant opportunities and challenges relating to the activities of Senate that may develop in the future.

OPERATION

Committee Process. It is expected that the Committee will review relevant documentation prepared for it by the Senate Secretariat, it will entertain submissions and engage in consultations through a series of meetings over the course of a few days, and it will then prepare its report shortly after its meetings. It is recognized that the Committee may decide not to address some aspects of its terms of reference, such as a review of policies and practices that preceded the establishment of the Okanagan Senate.

Consultation. The Committee should consult widely, including with the President, the Deputy Vice-Chancellor, the Deans, Senate committee chairs, the Senate secretariat, and student and faculty representatives.

Reporting. The findings and recommendations of the Review Committee are to be brought to Senate for approval at or before its December 2007 meeting.

Expenses. Since the Senate secretariat does not have a budget to allow for such a review, the Office of the Deputy Vice-Chancellor is requested to provide an allocation to cover the Committee's expenses.

AD HOC REVIEW COMMITTEE MEMBERSHIP

It is desirable that the Committee includes a representative of UBC Vancouver in order to provide a perspective that reflects the knowledge, experience and history of that campus with respect to academic governance; and that it includes a representative from another university in order to provide a perspective external to UBC on the Senate. At the same time, the Committee should remain reasonably small, so that it may conduct its business efficiently. Therefore, it is proposed that the Committee be comprised of:

- four members of the Okanagan Senate, to include at least two elected faculty members
- one member from UBC Vancouver
- one member from another university

It is further proposed that the Senate Nominating Committee be charged with appointing members of the Committee, without requiring the Senate's approval, and that the Committee elect its own Chair. The Senate Secretariat is requested to staff the Committee.

Respectfully submitted,

Daniel Keyes, Chair
Policies and Procedures Committee

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To: **Senate**
From: **Policies and Procedures Committee**
Re: **Change to Course Withdrawal Regulations (approval)**
Date: **15 May 2007**

The Committee proposes a change to the academic regulations regarding withdrawal from courses. It is proposed that the current regulations be modified as follows (new text underlined):

Change of Registration

Except in special circumstances, a one-term course may be added to a student's program only within the first two weeks of the course, and a two-term course within the first three weeks. If a course is dropped during these periods, no record of the registration in the course will appear on the student's academic record.

Students may withdraw from courses in which they are registered at any time up to the end of the sixth week of class for courses that are offered in a single term, and of the twelfth week for courses that span two terms. Withdrawals will be noted on the academic record by a standing of 'W'. Such standings will not be included in computing averages. The withdrawal deadline dates for the current academic year are indicated in the accompanying tables in this section.

If it becomes clear before the end of the sixth (twelfth) week that there will not be sufficient evaluation of the student's performance to assess the likelihood of success in the course, then by mutual agreement between the student and instructor (in the form of written approval sent to the Registrar), the student may withdraw from the course up to the eighth week for courses that are offered in a single term and the sixteenth week for courses that span two terms. Beyond these dates, students may withdraw from courses only with the permission of the dean of the faculty in which they are registered. In such cases, the instructor shall be informed. Such withdrawals will be recorded as 'W' on the student's academic record.

Fee refunds for withdrawals will be calculated on a pro rata basis. (For more information, see [*Item 1.6, Refund of Fees.*](#))

The dates for withdrawal given above also apply to students auditing courses....

Rationale

The change is intended to enable a faculty member, upon request from a student, to assign a standing of W beyond the dates that students may elect to withdraw from courses. Such circumstances may arise if there has been insufficient time to adequately evaluate a student's performance prior to the earlier withdrawal dates.

Respectfully submitted,
Dr. Daniel Keyes
Chair, Policies & Procedures Committee

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23 May 2007

To: Okanagan Senate
From: Curriculum Committee
Subject: May Curriculum Proposals

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

As such, the following is recommended to Senate:

“That Senate approves the new undergraduate courses brought forward by the Faculties of Applied Science, Arts and Sciences, and Creative & Critical Studies as set out in the attached packages”

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Enrolment Services
Senate and Curriculum Services

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23 May 2007

To: Okanagan Senate
From: Curriculum Committee
Subject: **May Curriculum Proposals**

Attached please find the following for your consideration:

Faculty of Applied Science

1. The following new courses:
 - a. **APSC 110** (3) Co-operative Work Placement I
 - b. **APSC 210** (3) Co-operative Work Placement II
 - c. **APSC 310** (3) Co-operative Work Placement III
 - d. **APSC 410** (3) Co-operative Work Placement IV
 - e. **APSC 411** (3) Co-operative Work Placement V
 - f. **APSC 412** (3) Co-operative Work Placement VI

Faculty of Arts and Sciences

2. The following new courses:
 - a. **POLI 372** (3) Gender and International Relations
 - b. **POLI 377** (3) Politics of the Global South
 - c. **POLI 407** (3) Genocide: An Interdisciplinary Perspective

Faculty of Creative & Critical Studies

3. The following new courses:
 - a. **JPST 300** (3) Japanese Through Manga: Business Culture
 - b. **JPST 301** (3) Japanese Through Manga: Social Issues
 - c. **JPST 354** (3) Introduction to Japanese Cinema
 - d. **CULT 410** (3/9) D Asian Cinema

- e. **MUSC 110 (3)** Understanding Music
- f. **SPAN 4XX (3)** Spanish phonetics and phonology
- g. **SPAN 4YY (3)** Spanish Lexicology and Semantics
- h. **SPAN 318 (3)** Spanish Literature in Film
- i. **THTR 4XX (3/12) D** Special Topics in Performance Creation
- j. **THTR 485 (3/6) C** Directed Studies



THE UNIVERSITY OF BRITISH COLUMBIA
FACULTY OF APPLIED SCIENCE - SCHOOL OF ENGINEERING

CATEGORY ONE Curriculum Changes

Department: School of Engineering	Contact Person: Spiro Yannacopoulos Phone: 7-8714 Email: spiro.yannacopoulos@ubc.ca
Faculty Approval Date: May 2, 2007	
COURSE NAME	Undergraduate New Course
Effective Date: May 1, 2007	Action: New course.
APSC 110 (3) Co-operative Work Placement I Supervised, technical work experience in an established company or organization for a minimum of three months. Technical report required. Restricted to students meeting the requirements of the Faculty of Applied Science and the Co-operative Education Program.	Rationale: To phase in Engineering Co-operative placement program into the third and fourth year curricula for the Bachelor of Applied Science.
COURSE NAME	Undergraduate New Course
Effective Date: May 1, 2007	Action: New course.
APSC 210 (3) Co-operative Work Placement II Supervised, technical work experience in an established company or organization for a minimum of three months. Technical report required. Restricted to students meeting the requirements of the Faculty of Applied Science and the Co-operative Education Program.	Rationale: To phase in Engineering Co-operative placement program into the third and fourth year curricula for the Bachelor of Applied Science.
COURSE NAME	Undergraduate New Course
Effective Date: May 1, 2007	Action: New course.
APSC 310 (3) Co-operative Work Placement III Supervised, technical work experience in an established company or organization for a minimum of three months. Technical report required. Restricted to students meeting the requirements of the Faculty of Applied Science and the Co-operative Education Program.	Rationale: To phase in Engineering Co-operative placement program into the third and fourth year curricula for the Bachelor of Applied Science.
COURSE NAME	Undergraduate New Course
Effective Date: May 1, 2007	Action: New course.
APSC 410 (3) Co-operative Work Placement IV Supervised, technical work experience in an established company or organization for a minimum of three months. Technical report required. Restricted to students meeting the requirements of the Faculty of Applied Science and the Co-operative Education Program.	Rationale: To phase in Engineering Co-operative placement program into the third and fourth year curricula for the Bachelor of Applied Science.
COURSE NAME	Undergraduate New Course
Effective Date: May 1, 2007	Action: New course.
APSC 411 (3) Co-operative Work Placement V Supervised, technical work experience in an	Rationale: To phase in Engineering Co-operative placement program into the third and fourth year



THE UNIVERSITY OF BRITISH COLUMBIA
FACULTY OF APPLIED SCIENCE - SCHOOL OF ENGINEERING

CATEGORY ONE Curriculum Changes

<p>approved company or organization for a minimum of three months. Technical report required. Restricted to students meeting the requirements of the Faculty of Applied Science and Co-operative Education.</p>	<p>curricula for the Bachelor of Applied Science.</p>
<p>COURSE NAME</p>	<p>Undergraduate New Course</p>
<p>Effective Date: May 1, 2007</p> <p>APSC 412 (3) Co-operative Work Placement VI Supervised, technical work experience in an approved company or organization for a minimum of three months. Technical report required. Restricted to students meeting the requirements of the Faculty of Applied Science and Co-operative Education Programs.</p>	<p>Action: New course.</p> <p>Rationale: To phase in Engineering Co-operative placement program into the third and fourth year curricula for the Bachelor of Applied Science.</p>



**Curriculum Proposal Form
UBC OKANAGAN
New or Change to Course or Program**

Category: 1

<p>Faculty: The Irving K. Barber School of Arts and Sciences Unit/Dept.: Unit 6 Faculty Approval Date: April 3, 2007 Effective Session: Winter Term 2 2007</p>	<p>Date: January 8, 2007 Contact Person: Carl Hodge Phone: (250) 807-9321 Email: carl.hodge@ubc.ca</p>
<p>Proposed Calendar Entries:</p> <p>POLI 372 (3) GENDER AND INTERNATIONAL RELATIONS The role of ordinary men and women in the national and international arena. Themes include: war and violence, labour and migration, feminism and the politics of women's rights, and diverse conceptions of men and masculinity. [3-0-0] Prerequisite: Third-year standing and two of POLI 220, 221, 222.</p>	<p>URL: n/a</p> <p>Present Calendar Entry: n/a</p> <p>Type of Action: New course</p> <p>Rationale: To enhance the choice in upper-division courses servicing the Political Science (PS), International Relations (IR), and Philosophy, Politics and Economics (PPE), while reflecting the scholarly expertise of new faculty.</p>



**Curriculum Proposal Form
UBC OKANAGAN
New or Change to Course or Program**

Category: 1

<p>Faculty: The Irving K. Barber School of Arts and Sciences Unit/Dept.: Unit 6 Faculty Approval Date: April 3, 2007 Effective Session: Winter Term 1 2007</p>	<p>Date: January 1, 2007 Contact Person: Carl Hodge Phone: (250) 807-9321 Email: carl.hodge@ubc.ca</p>
<p>Proposed Calendar Entries:</p> <p>POLI 377 (3) POLITICS OF THE GLOBAL SOUTH Processes and state-society relations with particular attention to the legacy of colonialism and neo-colonialism, North/South economic relations, and patterns of dictatorship and democracy. Case studies drawn from all major regions of the global South. [3-0-0] <i>Prerequisite:</i> Third-year standing and two of POLI 220, 221, 222.</p>	<p>URL: n/a</p> <p>Present Calendar Entry: n/a</p> <p>Type of Action: New course</p> <p>Rationale: To enhance the choice in upper-division courses servicing the Political Science (PS), International Relations (IR), and Philosophy, Politics and Economics (PPE), while reflecting the scholarly expertise of new faculty.</p>



**Curriculum Proposal Form
UBC OKANAGAN
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Category: 1

<p>Faculty: The Irving K. Barber School of Arts and Sciences Unit/Dept.: Unit 6 Faculty Approval Date: April 3, 2007 Effective Session: Winter Term 1 2007</p>	<p>Date: January 8, 2007 Contact Person: Carl Hodge Phone: (250) 807-9321 Email: carl.hodge@ubc.ca</p>
<p>Proposed Calendar Entries:</p> <p>POLI 407 (3) GENOCIDE: AN INTERDISCIPLINARY PERSPECTIVE Evolution of genocide. Strategies for intervention and prevention. Case Studies. Genocide from the perspectives of psychology, sociology, anthropology, political science/international relations. [0-0-3] Prerequisite: Third-year standing and two of POLI 220, 221, 222.</p>	<p>URL: n/a</p> <p>Present Calendar Entry: n/a</p> <p>Type of Action: New course</p> <p>Rationale: To enhance the choice in upper-division courses servicing the Political Science (PS), International Relations (IR), and Philosophy, Politics and Economics (PPE), while reflecting the scholarly expertise of new faculty.</p>



UBC Curriculum Proposal Form Change to Course or Program

Category: (1)

<p>Faculty: FCCS Department: Critical Studies Faculty Approval Date: April 26, 2007</p> <p>Effective Session __W__ Term _1__ Year _07__ for Change</p>	<p>Date: March 30, 2007 Contact Person: Alwyn Spies Phone: 807-8126 Email: alwyn.spies@ubc.ca</p>
<p>Proposed Calendar Entry:</p> <p>JPST 300 (3) Japanese Through Manga: Business Culture</p> <p>Intermediate grammar patterns, business culture and professional language in a narrative context of Japanese manga. [3-0-0]</p> <p>Prerequisite: JPST 201 or JAPN 103</p>	<p>URL: N/A</p> <p>Present Calendar Entry: N/A</p> <p>Type of Action: new course</p> <p>Rationale: Development of Japanese Studies language courses using a content-based pedagogy.</p>
<p>Proposed Calendar Entry:</p> <p>JPST 301 (3) Japanese Through Manga: Social Issues</p> <p>Intermediate language skills through the reading and discussion of contemporary social issues in Japanese manga. [3-0-0]</p> <p>Prerequisite: JPST 201 or JAPN 103</p>	<p>URL: N/A</p> <p>Present Calendar Entry: N/A</p> <p>Type of Action: new course</p> <p>Rationale: Development of Japanese Studies language courses using a content-based pedagogy.</p>



UBC Curriculum Proposal Form Change to Course or Program

Category: (1)

<p>Faculty: FCCS Department: Critical Studies Faculty Approval Date: April 26, 2007</p> <p>Effective Session __W__ Term _1__ Year_07__ for Change</p>	<p>Date: April 16, 2007 Contact Person: Alwyn Spies Phone: 807-8126 Email: alwyn.spies@ubc.ca</p>
<p>Proposed Calendar Entry:</p> <p>JPST 354 (3) Introduction to Japanese Cinema</p> <p>Historical and thematic survey of major directors, genres, and traditions in Japanese film from 1950-present. In English. [3-0-2]</p> <p>Prerequisites: Third-year standing</p>	<p>URL: N/A</p> <p>Present Calendar Entry: N/A</p> <p>Type of Action: new course</p> <p>Rationale: Increase course offerings in order to support offering a minor in Japanese Studies. The course will also support Cultural Studies program requirements.</p>
<p>Proposed Calendar Entry:</p> <p>CULT 410 (3/9)D Asian Cinema</p> <p>Specific Asian directors, genres, and/or cross-regional topics in film studies. In English. [3-0-2]</p> <p>Prerequisites: Third-year standing</p>	<p>URL: N/A</p> <p>Present Calendar Entry: N/A</p> <p>Type of Action: new course</p> <p>Rationale: Increase upper-level course offerings that support Cultural Studies program requirements for regional breadth. Will also support Japanese Studies program requirements, depending on the topic.</p>



UBC Curriculum Proposal Form Change to Course or Program

Category: 1

<p>Faculty: FCCS Department: Critical Studies Faculty Approval Date: April 26, 2007</p> <p>Effective Session __W__ Term __1__ Year __2007__ for Change</p>	<p>Date: Contact Person: Ron Goddard Phone: Email: ronald.goddard@ubc.ca</p>
<p>Proposed Calendar Entry:</p> <p>MUSC 110 (3) Understanding Music</p> <p>Fundamental skills for understanding and appreciating Western Art music. For students with little or no musical training. [3-0-0]</p>	<p>URL: N/A</p> <p>Present Calendar Entry: N/A</p> <p>Type of Action: New Course</p> <p>Rationale:</p> <p>Students who took MUSC 120 (History of Music) in Winter 2006 came from a variety of backgrounds. Many had no previous training in reading musical notation, or any knowledge of the fundamentals of Western Art music. MUSC 110 will prepare students for MUSC 120 by developing their proficiency in musical perception through learning to read and write Western musical notation and scoring notation, learning elements of theory, exploring musical forms, knowing visually and aurally the instruments of the symphony orchestra, knowing fundamental vocal timbres, acquiring fundamental musical terminology, developing an ability to hear musical detail in Art music.</p>



UBC Curriculum Proposal Form Change to Course or Program

Category: 1

<p>Faculty: FCCS Department: Critical Studies Faculty Approval Date: Revised April 26, 2007</p> <p>Effective Session ___Winter_ Term _1_ Year _2007__ for Change</p>	<p>Date: November 8, 2006 Contact Person: Grisel Garcia Phone: 807-9310 Email: grisel.garcia-perez@ubc.ca</p> <p>URL:</p>
<p>Proposed Calendar Entry:</p> <p>SPAN 4XX (3) Spanish Phonetics and Phonology</p> <p>Phonetic and phonological structure of the Spanish language, specifically the production of speech sounds and pattern variations in different linguistic environments. [3-0-0]</p> <p><i>Prerequisite:</i> SPAN 315 <i>Corequisite:</i> SPAN 302</p>	<p>N/A</p> <p>Present Calendar Entry: N/A</p> <p>Type of Action: new course</p> <p>Rationale: This course will expand offerings in Spanish in the field of Spanish Linguistics.</p>
<p>Proposed Calendar Entry:</p> <p>SPAN 4YY (3) Spanish Lexicology and Semantics</p> <p>The lexical and semantic systems of the Spanish language, including the following topics: cultural usage of common expressions, process of creation of new words, contextual applications of spoken and written language. [3-0-0]</p> <p><i>Prerequisite:</i> SPAN 315 <i>Corequisite:</i> SPAN 302</p>	<p>URL: N/A</p> <p>Present Calendar Entry: N/A</p> <p>Type of Action: new course</p> <p>Rationale: This course will expand offerings in Spanish in the field of Spanish Linguistics.</p>



**UBC Curriculum Proposal Form
Change to Course or Program**

Category: 1

<p>Faculty: Critical and Creative Studies Department: Critical Studies Faculty Approval Date: April 26, 2007</p> <p>Effective Session <u> W </u> Term <u> 1 </u> Year <u> 07 </u> for Change</p>	<p>Date: April 13, 2007 Contact Person: Francisco Peña Phone: 807-8044 Email: Francisco.pena@ubc.ca</p>
<p>Proposed Calendar Entry:</p> <p>SPAN 318 (3) Spanish Literature in Film</p> <p>Selected works of Spanish literature and their adaptation into film considered from a number of critical and theoretical perspectives, including theory of film adaptation. Readings and viewings will occur in Spanish. [3-0-2]</p> <p>Corequisite: SPAN 301</p>	<p>URL: N/A</p> <p>Present Calendar Entry: N/A</p> <p>Type of Action: new course</p> <p>Rationale: Increase course offerings in order to support a minor and major in Spanish.</p>



UBC Curriculum Proposal Form Change to Course or Program

Category: 1

<p>Faculty: Creative and Critical Studies Department: Creative Studies Faculty Approval Date: April 26, 2007</p> <p>Effective Session __W__ Term __1 Year__2007_ for Change</p>	<p>Date: April 23, 2007 Contact Person: Neil Cadger Phone: 807-9349 Email: neil.cadger@ubc.ca</p>
<p>Proposed Calendar Entry:</p> <p>THTR 4XX (3/12) D Special Topics in Performance Creation</p> <p>An intensive course in performance creation leading to the production of an original theatre piece. Additional compulsory rehearsal time will be scheduled. [2-3-0]</p> <p>Prerequisite: Third year standing or permission of the instructor</p>	<p>URL: N/A</p> <p>Present Calendar Entry: N/A</p> <p>Type of Action: New course</p> <p>Rationale:</p> <p>To create an upper level performance course satisfying elective credit requirements in existing BA and BFA programs as well as for the nascent BFA in Creative Studies: Performance. THTR 4XX is a studio-based course focusing on selected research/creation models. The course will culminate in a public performance. A fundamentally interdisciplinary course, THTR 4XX will further the practical application of skills introduced in lower level FCCS courses.</p> <p>As in other THTR courses, the principles of devised creation will apply, emphasizing the students' ability to generate material through improvisation, research and ensemble work. The models of research/creation to be used will vary depending on the instructor and topic in question. Examples of these models range from the teaching of Jacques Lecoq (l'enquête), through the forum theatre activism of Augusto Boal to the contemporary 'Social Acupuncture' model</p>



	<p>deployed by Darren O'Donnell.</p> <p>Students will be expected to document the creation process and place it in a theoretical context.</p>
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UBC Curriculum Proposal Form Change to Course or Program

Category: 1

<p>Faculty: Creative and Critical Studies Department: Creative Studies Faculty Approval Date: April 26, 2007</p> <p>Effective Session _Winter__ Term _1__ Year_2007__ for Change</p>	<p>Date: March 2007 Contact Person: Dr. Virginie Magnat Phone: 807-8441 Email: virginie.magnat@ubc.ca URL: No present URL or course description</p>
<p>Proposed Calendar Entry:</p> <p>THTR 485 (3/6) C Directed Studies</p> <p>Performance theories and/or practices leading to completion of a significant written research project (with or without a practical component) or a documented interdisciplinary performance project.</p> <p><i>Prerequisite:</i> Third year standing and permission of both the department and the supervising faculty member.</p>	<p>New Course</p> <p>Type of Action: To add a new upper level course to the Performance/Theatre program.</p> <p>Rationale:</p> <p>The Performance/Theatre program needs a fourth-year directed studies course offering in order to fill gaps created by timetabling limitations and to serve the pedagogical needs of students doing special projects or needing course credits to complete a degree program. Directed studies courses would give the department flexibility within third and fourth year course offerings and would encourage gifted students to exercise their interests and produce work within an academically sustainable context. For example, a student may request a Directed Studies course on a particular theatre practitioner or theorist, interculturalism, non-Western traditions, performance studies or theatre anthropology. Existing faculty in Performance/Theatre would be able to supervise students working in areas which may not be offered in any given term. A Directed Studies course offering would therefore provide both students and staff with pedagogical and creative opportunities.</p>

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN



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23 May 2007

Memo to: Okanagan Senate

From: Admissions and Awards and Curriculum Committees

RE: Education Post-baccalaureate Certificates and Diplomas (approval)

Please find attached a new program proposal from the Faculty of Education for Education Post-baccalaureate Certificates and Diplomas.

Motion: *That the Senate approve the new program from the Faculty of Education for Education Post-baccalaureate Certificates and Diplomas.*

UBC Admissions Proposal Form Change to Course or Program

Category: (1 or 2)

<p>Faculty: Education Department: Education Faculty Approval Date: Oct 18, 2006</p> <p>Effective Session: Winter Term: 1 Year: 2007 for Change</p>	<p>Date: Contact Person: Robert Campbell Phone: 807-9170 Email: robert.campbell@ubc.ca</p>
<p>Proposed Calendar Entry:</p> <p>Education Post-baccalaureate Certificates and Diplomas</p> <p>The Education Post-baccalaureate Certificate (15 credits) and Post-baccalaureate Diploma (30 credits) provide professional development opportunities for educators and respond to the needs of schools and districts for education specialists. These are post-degree professional programs designed to complement post-secondary education already achieved. These programs do not carry credit toward certification to teach in public schools in British Columbia.</p> <p>Admission Requirements Admission to Education post-baccalaureate certificate/diploma programs requires a Bachelor's Degree, or Teacher's Certification, or permission of the Dean of Education. Students wishing to enroll in individual courses but who are not in a Post-baccalaureate Certificate or Diploma program require third year standing as well as permission of the Dean of Education.</p> <p>Advanced Standing and Transfer Credit Courses permitted for advance standing or credit transfer must be senior level university coursework, and must be conceptually consistent with the post-baccalaureate certificate/diploma specialization. Transfer courses require approval from the Specialization Program</p>	<p>URL: (URL from the current web Calendar – not the draft calendar. This URL is not needed if you are only making changes to individual courses - for course entries simply list the course number.)</p> <p>Present Calendar Entry: None</p> <p>Type of Action: Add Program Description and new courses in the Faculty of Education</p> <p>Rationale: The Education Post-baccalaureate Certificate and Post-baccalaureate Diploma are designed to respond to the needs of local school districts where there is a demand for qualified teachers to work with children and adolescents with diverse needs and to establish inclusive practices in classrooms and in schools.</p>

Coordinator and the Dean of Education. A maximum of 6 credits of coursework may be transferred toward the post-baccalaureate certificate. A maximum of 12 credits of coursework may be transferred towards the post-baccalaureate diploma. Transfer courses must not have been used for credit towards other certificates, diplomas or degrees.

Program Structure

To respond to professional schedules post-baccalaureate certificate/diploma courses are normally offered as Saturday sessions (during winter terms) and also as regularly scheduled summer session courses. The post-baccalaureate certificate is awarded after the completion of 15 credits. The post-baccalaureate diploma is awarded after the completion of 30 credits. Students may complete the courses as available in sequence, or take the required number of courses within a six-year maximum period. Note: some courses may require pre-requisites.

Inclusive Education Post-baccalaureate Certificate and Diploma

The Inclusive Education program is designed to prepare teachers to work with children and adolescents who have diverse needs, and to support inclusive practices in classrooms and schools so that all students have equitable access to learning and achievement. The Inclusive Education program will appeal to B.C. certified Bachelor of Education graduates who are currently employed as, or who wish to become, Learning Assistance Teachers or Resource Teachers. The program will also appeal to classroom teachers who want to create inclusive environments in their instructional practice.

<p>Inclusive Education Program Course Offerings</p> <p>EPSE 421 (3) Assessment of Learning Difficulties</p> <p>EPSE 431 (3) Programming for Children with Specific Learning Disabilities</p> <p>EPSE 437 (3) Interventions for Children and Adolescents with Behaviour Disorders</p> <p>EPSE 464 (3) Literacy for Diverse Learners in the Primary Grades Key issues, research and practice are examined to improve literacy achievement for primary students with a range reading and writing difficulties.</p> <p>EPSE 465 (3) Literacy for Diverse Learners Beyond the Primary Grades Key issues, research and practice are examined to improve literacy achievement for students (intermediate and above) with a range of reading and writing difficulties.</p> <p>EPSE 466 (3) Numeracy for Diverse Learners Research and practical issues related to numeracy will be examined with the intent of improving numeracy for diverse students with a range of difficulties in mathematics.</p> <p>EPSE 467 (3) Social and Emotional Development of Diverse Learners Research and best practices will be examined with the intent of improving supportive educational programs for children within inclusive classrooms. Emphasis will be placed on developing supportive behaviour plans for children with various social and emotional needs.</p> <p>EPSE 468 (3) Creating Positive Learning Environments for Inclusive Education This course focuses upon current research and practice that emphasizes the inclusion of all students. Best practices in classroom management, social skill instruction, cooperative learning, and conflict resolution will be covered.</p> <p>EPSE 469 (3) Education for Students with Sensory Loss or Motor Impairments The unique learning needs of children with</p>	
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<p>sensory loss and motor impairments are examined. This course will cover best practices in planning individualized adaptations and modifications within an inclusive classroom setting.</p> <p>EPSE 470 (3/9) Selected Topics in Inclusive Education Course content focuses upon a single topic or competency in Inclusive Education (e.g. Autism, Gifted Students, ADHD). Topics may differ in each offering to respond to new research or current needs in the field. This course may be repeated with new content.</p> <p>EPSE 471 (3/6) Applied Project in Inclusive Education Research and practice is undertaken in classroom settings. Participants are given opportunities to work with students with diverse needs. This course may be repeated with new content. (Prerequisite EPSE 421 and EPSE 431)</p> <p>EPSE 472 (3) Issues in Inclusive Education Foundational literature, research, practice and policies are examined to provide recommendations for best practice and strategies for developing inclusive classrooms.</p>	
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THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN



23 May 2007

OKANAGAN SENATE SECRETARIAT

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**Annual Report on Committee Activities
Senate Learning and Research Committee
May 2007**

Committee Terms of Reference:

Responsible for recommending the following to Senate:

- A) Matters relating to teaching and research policies and initiatives;
- B) Items relating to international initiatives;
- C) The administration of the Library; and
- D) Continuing education programs and policies.

Meetings

The committee met eight times during the 2006-2007 academic year.

Highlights

The Learning and Research Committee discussions and consultations have included the following topics during the preceding academic year:

1. Endorsed committee terms of reference;
2. Discussed the future of the UBC Okanagan Research Themes and subsequently liaised with the AVP Academic and Research;
3. Provided feedback to the English Program's Writing Centre Proposal;
4. Discussed and recommended level of admissions English requirement at UBC Okanagan;
5. Investigated new ways to promote and communicate learning and research activities at UBC Okanagan;
6. Consulted faculty, staff and students on the best way to support teaching and learning excellence and innovation at UBC Okanagan. Consultations will result in recommendations to senior administration;

7. Held preliminary discussions on a UBC Okanagan Teaching Assistant Award.

On behalf of the Committee

Respectfully Submitted,
Peter Arthur
Chair

2006/2007 Committee Members:

Mr. Peter Arthur (Chair)
Dr. Alaa Abd-El-Aziz
Dr. Robert Belton
Dr. Robert Campbell
Dr. Jodey Castricano
Ms. Lesley Driscoll
Ms. Melissa Ficke
Ms. Natasha Neumann

Invited Guests:

Dr. Daniel Keyes
Dr. John LeBlanc
Dr. Doug Owram
Ms. Gwen Zilm

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nathalie.bomberg@ubc.ca

23 May 2007

Memo to: Okanagan Senate

From: Admissions and Awards Committee

RE: Student Mobility from UBC Vancouver to UBC Okanagan
(information)

Please find attached for your information a proposal to modify certain sections of two chapters of the Okanagan Calendar: *Admission to UBC Okanagan* and *Policies & Regulations*. The rationale is to facilitate the transfer of students from UBC Vancouver who wish to complete their studies at UBC Okanagan. Our current policies dictate that such students may apply a maximum of 60 credits (or half of the credits required for their programs) earned at UBC Vancouver to their programs at UBC Okanagan. The proposed changes would remove that maximum, which is sometimes called a “residency requirement”. The Committee supports this change because, while one of the key reasons for a residency requirement is to ensure sufficient opportunity to evaluate students’ work at the institution from which they will ultimately graduate, the Committee believes that coursework completed at the other campus of the University is sufficient for this purpose.

The Committee wishes to point out that:

1. Students transferring to UBC Okanagan would still be required to complete all requirements of their UBC Okanagan program(s);
2. The policy changes would only apply to students moving from the Vancouver campus to the Okanagan campus, rather than vice-versa;
3. There would be no change for students wishing to take some courses at one campus while remaining enrolled in a program at the other campus.

If Senate were to approve the revised policies, they would apply generally unless the requirements for a program specify otherwise. The Admissions and Awards Committee hereby requests feedback from each of the Faculties in two areas:

1. Comments on the proposal to modify the general regulations.
2. Consideration of possible changes to each Faculty's degree and/or program regulations as published in the Calendar. For example, the degree requirements for the Bachelor of Arts currently include an upper-level requirement that stipulates that 30 credits must be completed at UBC Okanagan. If the Senate were to approve a change to the general regulations, would the Irving K. Barber School and the Faculty of Creative & Critical Studies like to follow suit by modifying this requirement? There may be similar issues for other Faculties.

The Admissions & Awards Committee requests that Deans submit comments no later than June 30, 2007. After the incorporation of any changes resulting from the consultation process, the Committee will bring a revised submission to the Senate for approval in September 2007.

UBC Admissions Proposal Form Change to Course or Program

<p>Faculty: Unit/Dept.: Faculty Approval Date: Effective Session: Winter Term 2 2007</p>	<p>Date: 2007.04.12 Contact Person: Jan Cioe Phone 807-8732 Email: jan.cioe@ubc.ca</p>
<p>Proposed Calendar Entries:</p>	<p>URL: (URL from the current web Calendar – not the draft calendar. This URL is not needed if you are only making changes to existing content - for course entries simply list the course number.)</p> <p>Changing campuses: http://okanagan.students.ubc.ca/calendar/index.cfm?tree=2,21,0,0</p> <p>Requirements to receive a degree or diploma: http://okanagan.students.ubc.ca/calendar/index.cfm?tree=3,297,0,0</p> <p>BA Degree requirements: http://okanagan.students.ubc.ca/calendar/index.cfm?tree=18,282,857,1084</p> <p>BA General Studies: http://okanagan.students.ubc.ca/calendar/index.cfm?tree=18,282,857,1126</p> <p>Present Calendar Entry:</p>
<p><u>II. Admission to UBC Okanagan</u></p>	<p><u>II. Admission to UBC Okanagan</u></p>
<p>Changing Campuses</p>	<p>Changing Campuses</p>
<p>Students who wish to transfer from UBC Vancouver to UBC Okanagan, or vice versa, must complete the Change of Degree Program/Campus form on the Student Service Centre website and pay the \$60.00 application fee. Students must meet all faculty or school requirements as well as meet the competitive average for the</p>	<p>Students who wish to change campuses from UBC Vancouver to UBC Okanagan, or vice versa, must complete the Change of Degree Program/Campus form on the Student Service Centre website and pay the \$60.00 application fee. Students changing changing campuses must meet all faculty or school requirements as well as meet the competitive average for the program.</p>

program.

~~Students may normally transfer a maximum of 60 credits.~~

V. Policies and Regulations

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Requirements to Receive a Degree or Diploma

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The requirements for degrees and diplomas are described in the faculty, school, and college entries. Except where the requirements of a particular degree or diploma program specifically state otherwise, a student must:

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1. satisfy all the program requirements by completing studies either at UBC or elsewhere;
2. satisfy at least 50% of the credits required for the program while registered in the program¹; and
3. for undergraduate programs, complete upper-division UBC credits to satisfy at least 50% of the credits required by point (2) above.

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2. satisfy at least 50% of the credits required for the program while registered in the program¹; and
3. for undergraduate programs, complete upper-division UBC credits to satisfy at least 50% of the credits required by point (2) above.

To complete a second or subsequent undergraduate degree or diploma program, a student must, in addition to the three requirements above, also complete at least as many upper-division (i.e., 300- or 400-level) credits as are normally required for that program while registered in it. A student may enrol in a degree program more than once provided that the program does not overlap significantly with studies for a prior degree.

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	<p>Type of Action: Change to residency requirements to include work at UBC Vancouver.</p> <p>Rationale: In the spirit of the principle, <i>One great university, two great campuses</i>, UBC Okanagan will accept all of the university credits toward a degree conferred at UBC Okanagan earned by students transferring from the UBC Vancouver campus. Students must, however, meet the degree requirements, as approved by UBC Okanagan Senate, to be eligible for the degree. Course equivalencies are established by the relevant Faculties offering the program the student is registered in under the authority of Senate.</p> <p>Credits earned within the UBC system count towards all residency requirements for degrees conferred by UBC Okanagan.</p> <p>Accordingly, the following calendar changes are proposed.</p>
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THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN



OKANAGAN SENATE SECRETARIAT

Enrolment Services
Senate and Curriculum Services

3333 University Way
Kelowna, BC · V1V 1V7
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nathalie.bomberg@ubc.ca

23 May 2007

Memo to: Okanagan Senate
From: Admissions and Awards Committee
RE: New Awards (approval)

The Committee is pleased to present the following awards.

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

Econo-Wise Office Furnishings Bursary: A \$1,000 bursary is offered by Econo-Wise Office Furnishings to a student in the Faculty of Management at The University of British Columbia Okanagan. (First awards available for the 2007/08 Winter Session)

Leelan Hanna Scholarship in Engineering: A \$1000 scholarship is offered to a female student in the School of Engineering at The University of British Columbia Okanagan. The award is made on the recommendation of the School. (First award available for the 2007/08 Winter Session)

Okanagan University College Legacy Entrance Scholarship: Scholarships of \$5,000 each, renewable for one year, are offered to students entering The University of British Columbia Okanagan who have completed a program at Okanagan College. (First awards available for the 2007/08 Winter Session)

Respectfully submitted,

Dr. Sharon McCoubrey, Chair
Admissions and Awards Committee

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May 15, 2007

To: Senate
From: Admissions and Awards Committee
Subject: **Enrolment Targets**

Annual Reporting of Enrolment Targets

Section 27(2)(r) of the *University Act* assigns the following responsibilities to the Board of Governors and the Senate (emphasis added):

“with the approval of the senate, to determine the number of students that may in the opinion of the board, having regard to the resources available, be accommodated in the university or in any faculty of it, and to make rules considered advisable for limiting the admission or accommodation of students to the number so determined.”

Furthermore, the terms of reference of the Admissions and Awards Committee charge it with the responsibility “to recommend to the Senate ... *University and Faculty enrolments of new and continuing students*”.

The Admissions and Awards Committee’s annual report on enrolment targets will contain a corresponding recommendation for Senate’s approval. Upon approval by Senate, the report is forwarded to the Board of Governors for final approval.

The Enrolment Targets Report will provide overall targets for UBC Okanagan, as well as a breakdown of target enrolments by faculty and program, and by student category.

Consultation Process

Consultation will take place with the Associate Vice President Academic and Research in preparation for the annual report on Enrolment Targets.

Timelines

The Admissions and Awards Committee will normally present its report to Senate for approval no later than the March meeting of Senate.

Respectfully submitted,

Sharon McCoubrey, Chair
Senate Admissions and Awards Committee

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23 May 2007

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**Annual Report on Committee Activities
Senate Committee on Appeals of Standing and Discipline
May 2007**

Committee Terms of Reference:

Delegated authority over the following by Senate:

- A) Appeals of student discipline decisions
- B) Appeals of academic standing decisions; and
- C) Appeals of promotion/advancement

The Committee shall allow an appeal where it is decided that the decision of the Faculty was arrived at through improper or unfair procedures, and that as a result, a wrong decision on the merits has or may have been arrived at; however, the Committee has no jurisdiction where the sole question raised in an appeal turns on the exercise of academic judgment by a Faculty. The decision of the Committee on an appeal is final.

For the complete Terms of Reference, please reference
<http://okanagan.students.ubc.ca/calendar/index.cfm?tree=3,53,106,0>

Since May of 2005, the Committee has heard one appeal. Appeals can be denied or allowed; this one was allowed.

Appeal Allowed:

1. The student appealed a grade of 0% (per cent) assigned on the basis that the student's paper contained plagiarized material, for a course taken in the 2005/2006 academic year. The student requested that the committee modify the President's decision and assign a grade of 0% for the assignment in question (rather than for the course), remove the disciplinary notation from the student's academic record and rescind the letter of reprimand. The appeal was allowed in that the Committee reached the decision to reverse the 0% grade for the entire course and apply it instead to the assignment in question, however the transcript

notation and the letter of reprimand still stand. The Committee held that the reduced penalty more closely reflects the degree of discipline appropriate for the offense.

General Observations

The Committee wishes to draw to the attention of faculty and departments the importance of following due process in all matters relating to student assessment, promotion and appeal; of maintaining scrupulous records of course requirements, grade schemes, and student performance; as well as drawing such regulations and requirements to the attention of students.

On behalf of the Committee

Respectfully Submitted,
Carol E. Scarff
Chair

2006-2007 Committee Members:

Dr. Carol Scarff (Chair)
Dr. Edward Butz
Ms. Lesley Driscoll
Ms. Erin Johnston
Dr. Richard Klukas
Dr. Donna Senese