

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
www.senate.ubc.ca

OKANAGAN SENATE

AGENDA

Wednesday 10 September 2008

3:30 P.M. – 5:30 P.M.

Room: LIB 317 | UBC OKANAGAN CAMPUS

1. **Adoption of Meeting Agenda** (as recommended by the former Policies & Procedures Committee)
2. **Senate Membership (information) – Secretary Mr. Brian Silzer**
New Senate Members
 - a. Membership of the 2008 – 2011 Okanagan Senate (circulated - Item 1a)
 - b. Nominating Committee Membership (term for members other than students ends 31 August 2011) (circulated – Item 1b)
3. **Minutes of the Previous Meeting, 15 May 2008 – Deputy Vice-Chancellor Dr. Doug Owram** (approval) (circulated – Item 2)
4. **Vice-Chair’s Remarks and Related Questions – Deputy Vice-Chancellor Dr. Doug Owram**
5. **From the Board of Governors**

Confirmation that the following recommendations of the Okanagan Senate were approved as required under section 38 of the *University Act*.

12 March 2008 Meeting of Senate

Curriculum proposal from the Faculties of Arts and Sciences, Creative and Critical Studies, and Health and Social Development.

New awards.

09 April 2008 Meeting of Senate

Curriculum proposals from the Faculties of Arts and Sciences, and Creative and Critical Studies.

New award.

15 May 2008 Meeting of Senate

Curriculum proposals from the Faculties of Applied Science, Arts and Sciences, and Creative and Critical Studies.

New awards.

6. Nominating Committee –Dr. Robert Lalonde

- a. Senate Committee Assignments (approval) (circulated – Item 6a)

7. Policies & Procedures Committee – Dr. Daniel Keyes

- a. **Special Leave of Absence (approval) (to be circulated – Item 7a)**

8. Curriculum Committee – Dr. Jennifer Gustar

Curriculum Proposals from the Faculty of Applied Science (approval) (circulated – Item 8)

9. Admissions and Awards Committee – Dean Ian Stuart (on behalf of Dr. McCoubrey)

- a. Provincial Examinations ABE (approval) (circulated – Item 9a)
- b. Social Work Admissions Proposal (approval) (circulated – Item 9b)
- c. English 12 First Peoples (approval) (circulated – Item 9c)

10. Report from the Deputy Vice-Chancellor – Dr. Doug Owram

- a. UBC Respectful Environment Statement (information) (circulated – Item 10a)

11. Other Business

Regrets: Kelly Ross telephone (250) 807-9259 or email kelly.ross@ubc.ca
UBC Senates: www.senate.ubc.ca

**UBC Senate
Okanagan Senate
Senate Membership 2008-2011**

As found at <http://okanagan.students.ubc.ca/senate/membership.cfm>

Ex Officio

- Chancellor (Ms. Sarah Morgan-Silvester)
- President (Dr. Stephen Toope)
- Academic Vice-President (Dr. Doug Oworm)
- University Librarian or Designate (Ms. Melody Burton)
- Director of Continuing Education or Designate (Ms. Gwen Zilm)

Added to the Senate under Section 35.1(3)(J) of the *University Act*

- Dean of the College of Graduate Studies (Acting Dean Dr. Cynthia Mathieson)
- Provost (Dr. Alaa Abd-El-Aziz)

Deans of Faculties

- Dr. Steven Cockcroft, (Acting) Applied Science (until 31 October, 2008)
- Dr. Tyseer Aboulnasr, Applied Science (at 1 November, 2008)
- Dr. Bernard Bauer, Arts and Sciences
- Dr. Robert Belton, Creative and Critical Studies
- Dr. Robert Campbell, Education
- Dr. Kathy Rush, (Acting) Health and Social Development
- Dr. Ian Stuart, Management

Representatives of the Joint Faculties

- Mr. Peter Arthur
- Dr. Jodey Castricano
- Dr. Jan Cioe
- Dr. Fes de Scally
- Dr. Mercedes Duran-Cogan
- Dr. Jennifer Gustar
- Dr. Carl Hodge
- Dr. James Johnson
- Dr. Daniel Keyes
- Dr. Homayoun Najjaran
- Dr. Ben Nilson
- Dr. Brian O'Connor
- Ms. Laura Patterson
- Dr. Spiro Yannacopoulos

Representatives of the Faculty of Applied Science

- Dr. Julian Cheng
- Dr. Gordon Lovegrove

Representatives of the Faculty of Arts and Sciences

- Dr. Robert Lalonde
- Dr. Mark Rheault

Representatives of the Faculty of Creative and Critical Studies

- Mr. Neil Cadger
- Dr. Bernard Schulz-Cruz

Representatives of the Faculty of Education

- Dr. Sharon McCoubrey
- Dr. Carol Scarff

Representatives of the Faculty of Health and Social Development

- Dr. Carole Robinson
- Dr. Craig Mitton

Representatives of the Faculty of Management

- Dr. Gurupdes Pandher
- Dr. Annamma Joy

Representatives of the Convocation

- Mr. Gary August (BCom 1971)
- Ms. Lesley Driscoll (BA 1997)

Representatives of the Students At-large*

- Mr. Robert Chavarie
- Mr. Chris Devenish
- Mr. Matthew Koovisk
- Mr. Grayson Lepp
- Ms. Tori Palynchuk
- Mr. Ben Steinberg

Representative of the Graduate Students*

- Mr. Ryan Whitehouse

Representative of the Students of the Faculty of Applied Science*

- Ms. Rachael L'Orsa

Representative of the Students of the Faculty of Arts and Sciences*

- Ms. Vanna Lymberopoulos

Representative of the Students of the Faculty of Creative and Critical Studies*

- Ms. Christina Kuhn

Representative of the Students of the Faculty of Education*

- Mr. Paul Emerson

Representative of the Students of the Faculty of Health and Social Development*

- Ms. Stephanie Bertrand

Representative of the Students of the Faculty of Management*

- Mr. Mike Dobson

Secretary to the Okanagan Senate (non-member)

- Mr. Brian J. Silzer, Associate Vice-President, Enrolment Services and Registrar

Effective 1 September 2008

* Term 1 April 2008 to 31 March 2009

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10 September 2008

Memo to: Okanagan Senate

From: Secretary to Senate

RE: Election of Senate Nominating Committee Members (information)

The following seven (7) Senators have been elected to the Senate Nominating Committee according to section 23(c) of the Rules and Procedures of the Okanagan Senate. The term of their membership is three (3) years, unless otherwise stated.

- Dr. Jan Cioe
- Dr. Mercedes Duran-Cogan
- Dr. Gurupdesch Pandher
- Ms. Laura Patterson
- Dr. Carol Scarff
- Mr. Matthew Koovisk*
- Ms. Tori Palynchuk*

* Until March 31, 2009

Sincerely,
Mr. Brian Silzer
Secretary to Senate

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OKANAGAN SENATE

MINUTES OF 15 MAY 2008

Attendance

Present: Deputy Vice-Chancellor Dr. D. Ooram (Vice-Chair), Dr. A. S. Abd-El-Aziz (Provost), Mr. R. Adl, Mr. P. Arthur, Ms. S. Bertrand, Dr. W. Broughton, Dean R. Campbell, Dr. J. Castricano, Mr. R. Chavarie, Ms. L. Driscoll, Mr. C. Devenish, Dr. J. Gustar, Dr. D. Keyes, Ms. C. Kuhn, Dr. A. Labun, Dr. C. Labun, Dr. R. Lalonde, Acting Dean C. Mathieson, Dr. S. McCoubrey, Dr. C. McFadyen, Dr. S. Reid, Acting Dean K. Rush, Dr. C. Scarff, Dr. M. Ungureanu, Mr. F. Vogt (Associate Registrar & Acting Secretary), Mr. R. Whitehouse, Dr. S. Yannacopoulos

Guests: Ms. L. M. Collins (Associate Secretary), Mr. C. Eaton, Mr. R. Yaworsky (UBC Vancouver Convocation Senator)

Regrets: President S. J. Toope, Mr. G. August, Dr. J. Bassett-Smith, Dean B. Bauer, Dean R. Belton, Dr. G. Binsted, Ms. M. Burton, Dr. E. Butz, Dr. J. Cioe, Dr. M. Duran-Cogan, Mr. B. Silzer (AVP and Registrar), Dean M. Isaacson, Mr. M. Koovisk, Ms. R. L'Orsa, Mr. B. Steinberg, Mr. G. Lepp, Ms. V. Lymberopoulos, Dr. M. Williams, Dr. P. Wrzesniewski, Ms. G. Zilm

Recording Secretary: Ms. K. Ross

Call to Order

Vice-Chair Dr. Doug Ooram called the Senate to order in the absence of the President.

Agenda

The Agenda was accepted by consent.

Senate Membership

Mr. Vogt reminded Student Senators that the call for nominations on the Senate Nominating Committee would remain open until 31 May 2008.

Minutes of the Previous Meeting, 09 April 2008

Moved: Dr. McCoubrey

Seconded: Dr. Gustar

That the minutes of the Okanagan Senate Meeting of 09 April 2008 be adopted as presented.

The minutes were adopted as amended.

Vice-Chair's Remarks and Related Questions

Dr. Kathy Rush, Acting Dean of the Faculty of Health and Social Development was welcomed by Senators with applause. Dr. Owram invited Dr. Ron Yaworsky, Chair of the Council of Senates Elections Committee to present a report from the Council of Senates.

CERTIFICATES OF APPRECIATION FOR SENATORS

Dr. Owram presented certificates of appreciation for faculty Senators completing their terms on Senate. It was noted that, because some elections remained underway, some of the Senators receiving certificates could be re-elected to serve another term.

Granting of Degrees

Moved: Dr. Reid

Seconded: Acting Dean Dr. Mathieson

That the candidates for degrees, as recommended by the Faculties and Schools, be granted the degrees for which they were recommended, effective May 2008, and that a committee composed of the Registrar, in consultation with the Deans and Chair of the Okanagan Senate, be empowered to make any necessary adjustments (2/3 majority required).

The motion was put and carried unanimously.

From the Council of Senates

ELECTIONS COMMITTEE

Dr. Yaworsky, Chair of the Council of Senates Elections Committee presented a report from the committee related to the BC provincial governments proposed changes to the Chancellor Selection Process as written in the *University Act*. The provision that affects UBC relates to the selection of the Chancellor. Bill 34 proposes to amend the University Act such that the Chancellor will no longer be elected by and from the Convocation, but rather he/she "is to be appointed by the Board of Governors on nomination by the alumni association and after consultation with the council [of senates]". Dr. Yaworsky emphasized that the Elections Committee believes that this provision and its implementation are inappropriate for a number of important reasons, and accordingly, we feel it appropriate that this issue be brought to the attention of both Vancouver and Okanagan Senates. He noted that the UBC Vancouver Senate had recently approved a matching proposal that had been submitted on 14 May.

Moved: Dr. Castricano
Seconded: Dr. Yannacopoulos

Whereas the office of Chancellor and its election is an institution dating back to the founding of UBC and our predecessor universities; and

Whereas the election of the Chancellor is an important symbol to many parts of the UBC community - including alumni, faculty, librarians, senators, and most recently those honoured with emeritus status - together forming our Convocation and coming together to select the ceremonial head of our University; and

Whereas the Chancellor is a member of university senates and serves in an academic role as conferrer of degrees and chair of the Convocation in addition to its ceremonial position; and

Whereas the autonomy of the University to govern its affairs should be respected and its internal governance should not be adjusted externally without thorough study, consultation, and consideration:

That this Senate resolve to express its concern for the lack of consultation with the University of British Columbia on the changes to the manner in which the Chancellor is selected;

And that this Senate further resolve to express its concern for the changing of an office elected by and from the Convocation to an office appointed by the Board of Governors;

And that this Senate further resolve to direct the Secretary of Senate to inform the Board of Governors, and the other senates currently under the University Act of the position of the Senate on this matter;

And that this Senate further resolve to direct the Chair of Senate to inform the Honourable Murray Coell, Minister of Advanced Education and Minister Responsible for Research and Technology, of the position of the Senate on this matter with the request that he communicate these concerns to others in the Government of British Columbia.

Discussion

In response to a question from Dr. Labun, Dr. Yaworsky noted that a message received from the Assistant Deputy Minister indicated that low voter turn out (less than one percent) motivated the proviso proposed by the provincial government. Dr. Yaworsky indicated that the provincial government can amend the *University Act* without consultation from the Universities covered by the *University Act*. Dr. Castricano urged fellow Senators to support the motion proposed by the Council of Senates Elections Committee. Dr. Owram asked Dr. Yaworsky to read the verbal amendment to the motion that would allow UBC to continue the practices of electing the Chancellor in the traditional manner. By friendly amendment, the original motion was amended to include the verbal amendment. In response to a question from the Senate, Mr. Eaton confirmed that approximate triennial cost to elect the Chancellor is \$6,000.

The amended motion was put and carried.

BUDGET COMMITTEE

Dr. Keyes presented the proposed change to the Council of Senates Budget Committee membership. The Budget Committee had recently reviewed its operations and Vancouver Sub-Committees over the past few years; it had become apparent that the original membership of the Budget Sub-Committees should be expanded to 21 members so as to better advise the President and Academic Vice-Presidents on academic matters relating to the University Budget.

Moved: Dr. Keyes

Seconded: Dr. Arthur

That Senate endorse the changes in the Budget Committee membership specified for above. (NB: This item will be considered by the Council this June)

At present, the composition of the Committee is as follows:

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.

The Committee proposes amending its composition as follows (new text in **bold**, removed text ~~struck through~~):

44. The Budget Committee shall be composed of:
- Three (3) Councillors, elected by and from the Council of Senates;
 - ~~Four (4)~~ **Nine (9)** members of the Okanagan Senate appointed by and from the Okanagan Senate, who must include at least ~~two (2)~~ **six (6)** faculty members and ~~one (1)~~ **two (2)** students; and
 - ~~Four (4)~~ **Nine (9)** members of the Vancouver Senate appointed by and from the Vancouver Senate, who must include at least ~~two (2)~~ **six (6)** faculty members and ~~one (1)~~ **two (2)** students.

CARRIED.

Nominating Committee

Student Senator Committee Assignments

The Committee Chair Dr. Robert Lalonde recommended the following motions to Senate. He noted that, in all cases Student Senators were given their first or second Senate Standing Committee preferences.

Moved: Dr. Lalonde
Seconded: Dr. Reid

That the following standing committee appointments be made, effective until 31 March 2009 and thereafter until successors are appointed:

Admissions & Awards: Mr. Matthew Koovisk
 Mr. Ben Steinberg

Appeals of Standing & Discipline: Ms. Stephanie Bertrand
 Mr. Grayson Lepp

Curriculum: Mr. Mike Dobson
 Ms. Rachael L'Orsa

Learning & Research: Ms. Christina Kuhn
 Ms. Vanna Lymberopoulos

Policies & Procedures: Mr. Chris Devenish
 Ms. Tori Palynchuk

Mr. Ryan Whitehouse

Agenda Committee (effective 1 September 2008):

Mr. Bobby Chavarie

Ms. Rachael L'Orsa

CARRIED.

Policies and Procedures Committee

The Committee Chair Dr. Daniel Keyes presented the reports.

Candidate for Emeritus Status

The Policies and Procedures Committee recommended that the Senate grant emeritus status to Dr. Eggers at the rank of Associate Professor Dr. Eggers of the Chemistry and Environmental Sciences Unit within the Faculty of Arts.

Moved: Dr. Keyes

Seconded: Dean Campbell

That the Senate accept the recommendation of the Policies & Procedures Committee with respect to emeritus status for Dr. Nigel Eggers and that his name be added to the Roll of Convocation.

CARRIED, unanimously.

Faculty Gowns and Regalia for Convocation

The Policies and Procedures Committee is pleased to recommend the following to Senate

Moved: Dr. Keyes

Seconded: Dr. Reid

That Senate endorse the inclusion of the purchase or rental of academic regalia as an acceptable expense under the Professional Development Fund and strongly encourage the Provost and other interested parties to consider the necessary related policy/regulatory changes.

Discussion

Dr. Owram responded to several questions and comments by stating that, the UBC Faculty Association would be consulted to discuss issues raised by the Senate including the reimbursement of previously purchased faculty gown and the tax implications of using the funds. He confirmed that, accessing the Professional Development Fund has no implications on student funding.

The motion was put and carried.

Curriculum Committee

The Committee Chair Dr. Jennifer Gustar presented the report from the Faculties of Applied Science, Arts and Sciences, and Creative and Critical Studies.

Moved: Dr. Gustar

Seconded: Dr. Broughton

That Senate approve the new program and new courses brought forward by the Faculties of Applied Science, Arts and Sciences, and Creative and Critical Studies as set out in the attached package.

Discussion

Dr. Gustar confirmed that POLI 378 is being proposed as a Political Science course, rather than as a History course. Dr. Ungureanu questioned whether *International Law* should be added to the proposed course title for *POLI 432 Contemporary Issues in Law*. Dr. Reid noted that the Curriculum Committee had asked that consultation with the UBC Law School be considered; Mr. Eaton confirmed the consultation and that the Faculty of Law had supported the course title as proposed. Dr. Gustar invited Dr. Ungureanu to refer additional queries to the Political Science program in the Faculty of Arts and Sciences.

In response to various questions regarding the proposed new program BA., B.Sc. – Major or Honours Designation on a Baccalaureate Degree Previously Conferred, Dr. Gustar noted that the University of Toronto offers a program similar to this. Acting Dean Dr. Mathieson noted that Mount St. Vincent University in Halifax, Nova Scotia had offered this program. Dr. Reid confirmed that, the Curriculum Committee did not approve a time limit, for when the Bachelor of Arts or Bachelor of Science program degrees were conferred to when their degree is upgraded with a Major or Honours distinction. Dr. Owram confirmed that until the Vancouver Senate considered this item, the proposed program would only apply at the UBC Okanagan campus. Mr. Eaton noted that the residency requirements would apply to this program. He added that any additional honours or major related credits would be considered as such.

The motion was put and carried, two opposed.

Admissions and Awards Committee

The Committee Chair Dr. McCoubrey recommended the following reports and noted that the Vancouver Senate had recently approved that, Provincial Examinations would no longer be required for admission to UBC Vancouver for students being admitted to the Vancouver campus for September 2009.

New Awards

DEEPAK Binning Foundation Community Builder Scholarship: A \$3,500 scholarship has been endowed by the Deepak Binning Foundation for students entering The University of British Columbia Okanagan from high schools in the Okanagan Region. Candidates for the scholarship must demonstrate academic excellence in combination with significant leadership in their school or wider community. This is a one-year non-renewable scholarship. Candidates must be nominated by their secondary schools. (First award available for the 2008/09 Winter Session)

EBA Engineering Consultants Ltd. Graduate Scholarship in Hydrogeology: A \$7,500 scholarship, payable over two years at \$3,750 per year, is offered by EBA Engineering Consultants Ltd. to a graduate student, with preference for a Masters student studying hydrogeology with a focus on geoexchange and/or geothermal energy, water quality and/or quantity, environmental remediation or mining in the Irving K. Barber School of Arts and Sciences at The University of British Columbia Okanagan. Renewal of the scholarship in the second year is subject to continued registration in the School and achievement of satisfactory academic standing. The award is made on the recommendation of the School in consultation with the College of Graduate Studies. (First award available for the 2008/09 Winter Session)

UBC OKANAGAN Graduate Scholarship: Scholarships totalling \$1,500 have been endowed for graduate students at The University of British Columbia Okanagan. The awards are made in consultation with the College of Graduate Studies. (First awards available for the 2008/09 Winter Session)

UBC OKANAGAN Athletics Breakfast Men's Varsity Award: One or more awards, which may range in value from \$500 each to the maximum allowable under athletic association regulations, are offered to outstanding members of the Men's Varsity Teams in any year of study. Awards are made on the recommendation of the Athletics & Recreation Department at The University of British Columbia Okanagan to outstanding students who have demonstrated excellent leadership skills and maintained good academic standing. (First awards available for the 2008/09 Winter Session)

UBC OKANAGAN Athletics Breakfast Women's Varsity Award: One or more awards, which may range in value from \$500 each to the maximum allowable under athletic association regulations, are offered to outstanding members of the Women's Varsity Teams in any year of study. Awards are made on the recommendation of the Athletics & Recreation Department at The University of British Columbia Okanagan to outstanding students who have demonstrated excellent leadership skills and maintained good academic standing. (First awards available for the 2008/09 Winter Session)

Moved: *Dr. McCoubrey*
Seconded: *Dr. Scarff*

That the Senate accept the new awards as listed and forward it to the Board of Governors for approval, and that a letter of thanks be sent to the donors.

Discussion

Dr. McCoubrey confirmed that donors of the EBA Engineering Consultants Ltd. had requested that, graduate students' registered in the Irving K. Barber School of Arts and Sciences be eligible only, as opposed to graduate students in the School of Engineering, for the scholarship.

The motion was put and carried.

Oral Update on Enrolment Targets

Committee Chair Dr. Sharon McCoubrey presented an information item on enrolment targets stating that, the Deputy Vice-Chancellor had presented a brief report on enrolment numbers to the Admissions and Awards Committee in May 2008.

Annual Report on Committee Activities: Student Appeals on Applications for Admission and Readmission to Program

The Committee Chair briefly outlined that five student admissions appeals had been considered by the Committee between May 1, 2007 and April 30, 2008. Of the admission appeals three (3) had been related to admission to the University while two (2) appeals had been for permission to continue in a degree or program. Of the appeals heard one (1) appeal had been allowed while four (4) were dismissed.

Appeals of Standing and Discipline Committee

Dr. Scarff outlined that the Senate has delegated authority to this committee over the following items: appeals of student discipline decisions; appeals of academic standing decisions; and appeals of promotion/advancement. Since May 2007, the Committee had not heard an appeal of standing or discipline.

Report from the Deputy Vice-Chancellor

Policy #18: Appointment of Designated Senior Academic Administrators

Vice-Chair Dr. Owram stated that the Office of the Deputy Vice-Chancellor is proposing that the Senate reconsider *Policy #18 Appointment of Designated Senior Academic Administrators*. Senators may recall that Policy #18 had been previously approved by the Okanagan Senate in January 2008. At that time UBC Vancouver Vice-President Dr. D. Farrar had withdrawn the Policy from consideration by the Vancouver Senate, explaining that students had raised some issues the he wished to take some time to consider; the Vancouver Senate had recently approved the policy on 14 May 2008.

Moved: Ms. Palynchuk

Seconded: Dr. Lalonde

That the Okanagan Senate approve Policy #18 Appointment of Designated Senior Academic Administrators (Joint Senate and Board Policy).

Discussion

In response to a query from Dr. Gustar, Mr. Eaton stated that the shift in members is actually four (4) and four (4), which includes the presence of a dean. He also noted that the membership is defined by campus reporting responsibilities. He noted that the proposed membership ratio is balanced in favour of those appointed, by one.

The motion was put and carried.

Budget Update

The Deputy Vice-Chancellor reported that the March 12 provincial government budget cut of 2.62 percent to operating grants for all British Columbia public-secondary institutions had been announced, which resulted in a 4.7 million budget cut to the UBC Okanagan budget. Although The Deputy Vice-Chancellor noted that a broader budget discussion would be planned for the fall, he revealed that the original reaction to the budget cuts had been to freeze the faculty hiring process for a time. He stated that despite his initial reaction, he had chosen a more uncertain planning approach by continuing with original hiring plans and to increase the prediction of students enrolled at UBC Okanagan. This decision transpired from factors including: recruitment needs, community morale and external community speculation, which were reason enough to advance with the hiring process despite this sudden budgetary uncertainty. Approximately one million dollars of annual contingency funds were allocated to recruitment of the original number of 31 additional new faculty members, which would accommodate all available faculty retirement positions. In fact, the School of Engineering and the Faculty of Management had already made faculty offers for 2008/2009. Although the Deputy Vice-Chancellor was optimistic about the hiring process, he added that various planned staff positions would be considered for next year.

Discussion

In light of the current provincial government budget reductions, Dr. Gustar asked whether UBC had been consulted on the government's intention to transform Fraser Valley, Kwantlen, and Malaspina university colleges into full-fledged universities. The Deputy Vice-Chancellor considered whether the government's intentions had been included in the drafting of their *Campus 2020* plan (see: <http://www.aved.gov.bc.ca/campus2020/>). He added that perhaps some of the aforementioned colleges would perhaps offer degrees, although their mandates may not change.

Strategic Planning Initiative Timeline

The Deputy Vice-Chancellor stated that, when the budget cuts were announced by the provincial government progress on the Strategic Planning Initiative (SPI) had been

paused; regardless, the Policies and Procedures Committee requested that an update on this item be presented to Senators. The Deputy Vice-Chancellor remained hopeful that the Provost's attention would return to this matter since *Trek 2010* is nearing the end of its life span, which will make way for a new high level, UBC system-wide plan. The SPI is regionally focused and therefore could operate in parallel with the UBC initiative.

The Deputy Vice-Chancellor noted that the Provost would present the draft SPI at the Deans Retreat in September to consider size of faculties, program changes at the faculty level in late fall to the Provost and AVPs and move into the approval and execution phase through the Senate and Student Services through the second term of 2008/2009. It should inform the budget process for the next cycle, which would be helpful.

Other Business

In response to Dr. Keyes query on student space, the Vice-Chair agreed to report back to whether the study space in the Library would be restored to its original function.

Adjournment

There being no further business, the meeting was adjourned at 5:30pm.

The following regular meeting was scheduled to be held on Wednesday 10 September at 3:30 pm to 5:30 pm in Library 317.

APPENDIX A: CURRICULUM SUMMARY

Faculty of Applied Science

PROGRAMS

School of Engineering Program Overview

COURSES

APSC 177 (3): Engineering Computation and Instrumentation

APSC 178 (3): Introduction to Electrical Engineering

APSC 180 (3): Statics

APSC 181 (3): Dynamics

APSC 259 (3): Material Science for Engineers

APSC 260 (3): Mechanics of Materials

ENGR 327 (3): Reinforced Concrete Design I

2. The following new graduate courses:

APSC 560 (3): Constitutive Modelling of Materials

APSC 561 (3): Digital Control

APSC 562 (3): Finite Elements

APSC 563 (3): Mechatronics

APSC 564 (3): Robot Modelling and Control

APSC 565 (3): Modern Control

APSC 566 (3): Multicriteria Optimization and Design of Experiments

APSC 567(3): Advanced Topics in Digital VLSI Design

APSC 568 (3): Probability and Random Processes for Engineers

APSC 569 (3): Signal Estimation Theory

APSC 570 (3): Signal Detection Theory

APSC 571 (3): Data Communications

Faculty of Arts and Sciences

PROGRAMS

BA., B.Sc. – Major or Honours Designation on a Baccalaureate Degree Previously Conferred

GWST Name Change

COURSES

ANTH 327 (3): Materials Analysis

COSC 132 (3): Surviving Security Threats in Our Information Society

HIST 314 (3): Women in Canada and the U.S. to 1867

HIST 324 (3): Women in Canada and the U.S. from 1867 to the Present

HIST 351 (3): History of Gender and Sexuality in Latin America

HIST 353 (3): Foundations of Modernity in 19th-Century Latin American History
HIST 354 (3): Social Movements in 20th-Century Latin America
HIST 452 (3): History of Mexico Since 1810
HIST 454 (3): The City in Latin America
MATH 435 (3): Mathematical Biology
POLI 378 (3): The Age of Imperialism, 1800-1914
POLI 383 (3): Crimes Against Humanity
POLI 432 (3): Contemporary Issues in Law
POLI 472 (3): War and the Modern State
PSYO 443 (3): Psychometrics and Test Evaluation;
PSYO 444 (3): Psychological Tests and Administration

Faculty of Creative and Critical Studies

PROGRAMS

BFA Major in Interdisciplinary Performance

COURSES

ENGL 330 (3/9) d: Regionalism in Canadian Literature;
ENGL 471 (3/6) d: Major Canadian Authors
VISA 102 (3): Drawing and Two-Dimensional Art Practices I;
VISA 103 (3): Drawing and Two-Dimensional Art Practices II
VISA 104 (3): Three-Dimensional and New Media Art Practices I;
VISA 105 (3): Three-Dimensional and New Media Art Practices II
VISA 200 (3): Studio Theory I;
VISA 201 (3): Studio Theory II

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10 September 2008

To: Okanagan Senate
From: Nominating Committee
Subject: Senate Committee Appointments (approval)

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

Academic Building and Resources Committee

That Dr. Daniel Keyes, Dr. Gordon Lovegrove, and Dr. Ben Nilson be appointed to the Academic Building and Resources Committee as Faculty Representative until 31 August 2011 and thereafter until replaced.

Academic Policy Committee

That Dr. Bernard Bauer, Dr. Jan Cioe, Dr. James Johnson, Dr. Annamma Joy, Dr. Robert Lalonde, and Dr. Spiro Yannacopoulos be appointed to the Academic Policy Committee as Faculty Representative until 31 August 2011 and thereafter until replaced.

Admissions and Awards Committee

That Dr. Sharon McCoubrey, Dr. Homayoun Najjaran, Dr. Mark Rheault, and Dr. Carole Robinson be appointed to the Admissions and Awards Committee as Faculty Representative until 31 August 2011 and thereafter until replaced.

Appeals of Standing and Discipline Committee

That Mr. Neil Cadger, Dr. Fes De Scally, Ms. Laura Patterson, and Dr. Bernard Schulz-Cruz be appointed to the Appeals of Standing and Discipline Committee as Faculty Representative until 31 August 2011 and thereafter until replaced.

Curriculum Committee

That Dr. Bob Belton, Dr. Julian Cheng, Dr. Carl Hodge, Dr. Cynthia Mathieson, and Dr. Gurupdesch Pandher be appointed to the Curriculum Committee as Faculty Representative until 31 August 2011 and thereafter until replaced.

Learning and Research Committee

That Mr. Peter Arthur, Dr. Jodey Castricano, Dr. Brian O'Connor, and Dr. Jennifer Gustar be appointed to the Learning and Research Committee as Faculty Representative until 31 August 2011 and thereafter until replaced.

Respectfully Submitted,

Dr. Robert Lalonde
Chair, Nominating Committee



SENATE STANDING COMMITTEE MEMBERSHIP 2008 – 2009 – FACULTY & DEAN ASSIGNMENTS ONLY - DRAFT

Admissions and Awards Standing Committee

Name	Senator Type: Faculty Members (4)
McCoubrey, Dr. Sharon	Faculty: Education
Najjaran, Dr. Homayoun	Faculty: Applied Science
Rheault, Dr. Mark	Faculty: Arts & Sciences
Robinson, Dr. Carole	Faculty: Health & Social Development

Appeals of Standing and Discipline Standing Committee

Name	Senator Type: Faculty Members (4)
De Scally, Dr. Fes	Faculty: Joint
Cadger, Dr. Neil	Faculty: FCCS
Patterson, Ms. Laura	Faculty: Joint
Schulz-Cruz, Dr. Bernard	Faculty: FCCS

Curriculum Standing Committee

Name	Senator Type: Faculty Members or Deans (5)
Cheng, Dr. Julian	Faculty: Applied Science
Belton, Dr. Bob	Dean: FCCS
Hodge, Dr. Carl	Faculty: Joint
Mathieson, Dr. Cynthia	Dean: Graduate Studies
Pandher, Dr. Gurupdes	Faculty: Management

Learning and Research Standing Committee

Name	Senator Type: Faculty Members or Deans (4)
Arthur, Mr. Peter	Faculty: Joint
Castricano, Dr. Jodey	Faculty: FCCS
O'Connor, Dr. Brian	Faculty: Joint
Gustar, Dr. Jennifer	Faculty: FCCS

Academic Policy Committee

Name	Senator Type: Faculty Members or Deans (6)
Cioe, Dr. Jan	Faculty: Joint
Bauer, Dr. Bernie	Dean: Arts & Sciences
Joy, Dr. Annamma	Faculty: Management



Lalonde, Dr. Bob	Faculty: Arts & Sciences
Johnson, Dr. Jim	Faculty: Joint
Yannacopoulos, Dr. Spiro	Faculty: Joint

Academic Building and Resources

Name	Senator Type: Faculty Members (3)
Keyes, Dr. Daniel	Faculty: Joint
Lovegrove, Dr. Gordon	Faculty: Applied Science
Nilson, Dr. Ben	Faculty: Joint

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN



OKANAGAN SENATE SECRETARIAT

Enrolment Services

Senate and Curriculum Services

3333 University Way

Kelowna, BC · V1V 1V7

Tel: (250) 807-9619 · Fax: (250) 807-8007

kelly.ross@ubc.ca

10 September 2008

To: Okanagan Senate
From: Senate Curriculum Committee
Subject: August Curriculum Proposals (approval)

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

As such, the following is recommended to Senate:

Motion: *That Senate approve the new graduate courses brought forward by the Faculty of Applied Science, as set out in the attached proposals.*

Respectfully submitted,
Dr. Jennifer Gustar
Chair, Curriculum Committee



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10 September 2008

To: Okanagan Senate

From: Senate Curriculum Committee

Subject: August Curriculum Proposals

Attached please find the following for your consideration:

Faculty of Applied Science

1. The following new graduate courses:
 - a. APSC 572: Environmental Engineering Laboratory
 - b. APSC 573: Bridge Engineering
 - c. APSC 576: FRP for Construction and Repair of Structures
 - d. APSC 577: Pre-stressed Concrete
 - e. APSC 578: Earthquake Engineering
 - f. APSC 579: Strengthening and Rehabilitation of Concrete Structures



UBC Curriculum Proposal Form Change to Course or Program

Category: (1)

<p>Faculty: Applied Science Department: School of Engineering Faculty Approval Date: July 3, 2008</p> <p>Effective Session W__ Term _1_ Year _2008__ for Change</p>	<p>Date: July 14, 2008 Contact Person: Spiro Yannacopoulos Phone: 807-8714 Email: spiro.yannacopoulos@ubc.ca</p>
<p>Proposed Calendar Entry: APSC 578 (3) Earthquake Engineering Strong ground motion; single-degree-of-freedom systems; earthquake response of linear and inelastic systems; multi-degree-of-freedom systems; earthquake response and design; building design consideration.</p>	<p>URL: n/a</p> <p>Present Calendar Entry: n/a</p> <p>Type of Action: New Course</p> <p>Rationale: This new course is added to support the M.Eng., M.A.Sc., and Ph.D. program in the School of Engineering, Faculty of Applied Science</p>



UBC Curriculum Proposal Form Change to Course or Program

Category: (1)

<p>Faculty: Applied Science Department: School of Engineering Faculty Approval Date: July 3, 2008</p> <p>Effective Session W ___ Term _1_ Year _2008___ for Change</p>	<p>Date: July 14, 2008 Contact Person: Spiro Yannacopoulos Phone: 807-8714 Email: spiro.yannacopoulos@ubc.ca</p>
<p>Proposed Calendar Entry:</p> <p>APSC 577 (3) Pre-stressed Concrete Design and behaviour of pre-stressed concrete structural systems. Material characteristics pre-stress losses, working strength design, ultimate strength design and behaviour of pres-stressed structures.</p>	<p>URL: n/a</p> <p>Present Calendar Entry: n/a</p> <p>Type of Action: New Course</p> <p>Rationale: This new course is added to support the M.Eng., M.A.Sc., and Ph.D. program in the School of Engineering, Faculty of Applied Science</p>



UBC Curriculum Proposal Form Change to Course or Program

Category: (1)

<p>Faculty: Applied Science Department: School of Engineering Faculty Approval Date: July 3, 2008</p> <p>Effective Session W ___ Term _1_ Year _2008___ for Change</p>	<p>Date: July 14, 2008 Contact Person: Spiro Yannacopoulos Phone: 807-8714 Email: spiro.yannacopoulos@ubc.ca</p>
<p>Proposed Calendar Entry:</p> <p>APSC 576 (3) FRP for Construction and Repair of Structures Use of Fibre Reinforcing Polymer (FRP) reinforcement in structural engineering applications. Design, repair, strengthening, pre-stressing, fire resistance, and durability using FRP materials.</p>	<p>URL: n/a</p> <p>Present Calendar Entry: n/a</p> <p>Type of Action: New Course</p> <p>Rationale: This new course is added to support the M.Eng., M.A.Sc., and Ph.D. program in the School of Engineering, Faculty of Applied Science.</p>



UBC Curriculum Proposal Form Change to Course or Program

Category: (1)

<p>Faculty: Applied Science Department: School of Engineering Faculty Approval Date: July 3, 2008</p> <p>Effective Session W ___ Term _1_ Year _2008___ for Change</p>	<p>Date: July 14, 2008 Contact Person: Spiro Yannacopoulos Phone: 807-8714 Email: spiro.yannacopoulos@ubc.ca</p>
<p>Proposed Calendar Entry:</p> <p>APSC 573 (3) Bridge Engineering Design and behaviour of bridge structures, types of bridges, influence lines, loads and load distribution, and serviceability. Deck, superstructure, and substructure design.</p>	<p>URL: n/a</p> <p>Present Calendar Entry: n/a</p> <p>Type of Action: New Course</p> <p>Rationale: This new course is added to support the M.Eng., M.A.Sc., and Ph.D. program in the School of Engineering, Faculty of Applied Science</p>



UBC Curriculum Proposal Form Change to Course or Program

Category: (1)

<p>Faculty: Applied Science Department: School of Engineering Faculty Approval Date: July 3, 2008</p> <p>Effective Session W ___ Term _1_ Year _2008___ for Change</p>	<p>Date: July 14, 2008 Contact Person: Spiro Yannacopoulos Phone: 807-8714 Email: spiro.yannacopoulos@ubc.ca</p>
<p>Proposed Calendar Entry:</p> <p>APSC 572 (3) Environmental Engineering Laboratory Testing procedures used in water quality studies and in the operation of water and wastewater treatment plants.</p>	<p>URL: n/a</p> <p>Present Calendar Entry: n/a</p> <p>Type of Action: New Course</p> <p>Rationale: This new course is added to support the M.Eng., M.A.Sc., and Ph.D. program in the School of Engineering, Faculty of Applied Science.</p>



UBC Curriculum Proposal Form Change to Course or Program

Category: (1)

<p>Faculty: Applied Science Department: School of Engineering Faculty Approval Date: July 3, 2008</p> <p>Effective Session W ___ Term _1_ Year _2008___ for Change</p>	<p>Date: July 14, 2008 Contact Person: Spiro Yannacopoulos Phone: 807-8714 Email: spiro.yannacopoulos@ubc.ca</p>
<p>Proposed Calendar Entry:</p> <p>APSC 579 (3) Strengthening and Rehabilitation of Concrete Structures Assessment, rehabilitation and strengthening of buildings and bridges. Concrete damage, instrumentation and non-destructive test methods, conventional and innovative repair techniques.</p>	<p>URL: n/a</p> <p>Present Calendar Entry: n/a</p> <p>Type of Action: New Course</p> <p>Rationale: This new course is added to support the M.Eng., M.A.Sc., and Ph.D. program in the School of Engineering, Faculty of Applied Science</p>

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN



OKANAGAN SENATE SECRETARIAT

**Enrolment Services
Senate and Curriculum Services**

3333 University Way
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Tel: (250) 807-9259 · Fax: (250) 807-8007
kelly.ross@ubc.ca

10 September 2008

To: Okanagan Senate

From: Admissions and Awards Committee

Subject: Provincial Examinations ABE (approval), Social Work Admissions Proposal (approval) and English 12 First Peoples (approval)

The Admissions and Awards Committee is pleased to recommend the following to Senate.

- a. Remove the requirement for BC final provincial exams for Adult Basic Education (ABE) Courses effective for the 2009 admission to UBC. This admission change would align the policy with the requirements for BC high school graduates, for whom the final provincial examinations will no longer be required.

***Motion:** That Senate approve the revised calendar entry to remove the requirement for BC final provincial exams for Adult Basic Education (ABE) Courses first effective for the 2009 admission to UBC.*

- b. Amend the Bachelor of Social Work Program requirements to reflect that 60 credits of arts and sciences courses must be completed prior to admission to the Bachelor of Social Work program.

***Motion:** That Senate approve the proposed changes to admission requirements for the Bachelor of Social Work Program to reflect that a minimum of 60 credits of general university transfer must be completed prior to entry to the Bachelor of Social Work program, first effective for students entering in 2009.*

- c. Change to admission requirements for BC/Yukon Secondary School applicants to UBC Okanagan to include **English 12 First Peoples** as an equivalent to English 12.
The

Motion: *That Senate approve the proposed changes to UBC Okanagan admission requirements to English 12 First Peoples for students admitted to UBC Okanagan for September 1, 2009 and thereafter.*

Respectfully Submitted,

Dean Ian Stuart
Acting Chair, Admissions and Awards Committee



UBC Okanagan Calendar Change Proposal Form

<p>Approval Date: Effective Session: Effective for the 2009 admission to UBC. Year for change: To be posted to the calendar upon approval for the purpose of advising prospective students.</p>	<p>Date: June 6, 2008 Contact Person: Rosalie Vlaar, Senior Policy Analyst, Undergraduate Admissions Phone: 604-822-4240 Email: rosalie.vlaar@ubc.ca</p>
<p>Proposed Calendar Entry:</p> <p><u>II. Admission to UBC Okanagan</u></p> <p><u>Applicants Following the BC/Yukon High School Curriculum > British Columbia Adult Graduation Diploma (BCAGD)</u></p> <p>UBC Okanagan recognizes the BCAGD Provincial Diploma for admission to the first year of an undergraduate degree. Applicants who have completed the BCAGD must be at least 19 years of age and meet the following admission requirements:</p> <ul style="list-style-type: none"> ▪ four Provincial-Level (ABE) or Grade 12 courses, including: ▪ English; ▪ three additional subjects chosen from: biology, chemistry, physics, mathematics (ABE) or Principles of Mathematics 12, computer science (ABE), geology, geography, history, English literature, and languages. <p>The admission average will be calculated on ABE Provincial-Level English or English 12, and three other ABE Provincial-Level or Grade 12 courses, each of which must be graded. A minimum average of 67% is required for admission to all programs. However, due to limited enrolment, a higher average is required in most programs. All courses must be completed by June. Summer school courses or grades obtained in supplemental examinations will not be</p>	<p>URL from Web Calendar:</p> <p>http://okanagan.students.ubc.ca/calendar/index.cfm?tree=2,22,67,0</p> <p>Present Calendar Entry:</p> <p><u>II. Admission to UBC Okanagan</u></p> <p><u>Applicants Following the BC/Yukon High School Curriculum > British Columbia Adult Graduation Diploma (BCAGD)</u></p> <p>UBC Okanagan recognizes the BCAGD Provincial Diploma for admission to the first year of an undergraduate degree. Applicants who have completed the BCAGD must be at least 19 years of age and meet the following admission requirements:</p> <ul style="list-style-type: none"> ▪ four Provincial-Level (ABE) or Grade 12 courses, including: ▪ English; ▪ three additional subjects chosen from: biology, chemistry, physics, mathematics (ABE) or Principles of Mathematics 12, computer science (ABE), geology, geography, history, English literature, and languages. <p>The admission average will be calculated on ABE Provincial-Level English or English 12, and three other ABE Provincial-Level or Grade 12 courses, each of which must be graded. A minimum average of 67% is required for admission to all programs. However, due to limited enrolment, a higher average is required in most programs. All courses must be completed by June. Summer school courses or grades obtained in supplemental examinations will not be</p>



<p>considered.</p> <p>Entrance requirements to specific programs parallel those for BC/Yukon secondary school graduates, and applicants should refer to Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum, to ensure they have the required courses.</p> <p>Adult Basic Education (ABE) Courses</p> <p>UBC Okanagan accepts the BC Certificate of Graduation (Dogwood) in combination with Adult Basic Education (ABE) Provincial Level courses completed at recognized secondary schools, adult education centres, or post-secondary institutions. For applicants who complete ABE Provincial Level courses, but do not complete the BC Adult Graduation Diploma (BCAGD), the admission average will be calculated on ABE Provincial Level English or English 12, and three other ABE Provincial Level or Grade 12 courses, each of which must be graded.</p>	<p>considered.</p> <p>Entrance requirements to specific programs parallel those for BC/Yukon secondary school graduates, and applicants should refer to Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum, to ensure they have the required courses.</p> <p>Adult Basic Education (ABE) Courses</p> <p>UBC Okanagan accepts the BC Certificate of Graduation (Dogwood) in combination with Adult Basic Education (ABE) Provincial Level courses completed at recognized secondary schools, adult education centres, or post-secondary institutions. Applicants who complete ABE Provincial Level courses, but do not complete the BC Adult Graduation Diploma (BCAGD), must write the final examination offered by the BC Ministry of Education for each Provincial Level course completed. The admission average will be calculated on ABE Provincial Level English or English 12, and three other ABE Provincial Level or Grade 12 courses, each of which must be graded.</p> <p>Type of Action: Remove requirement for BC final provincial exam</p> <p>Rationale: Align the policy with the requirements for BC high school graduates (Dogwood Diploma), for whom the final provincial examinations are no longer required.</p>
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UBC Okanagan Undergraduate Admissions Proposal Form Change to Admission Requirements

<p>Department: School of Social Work</p> <p>Approval Date: July 15, 2008</p> <p>Effective Session: Admission to sessions beginning in 2009 and onward. Please place in the calendar as soon after approval as possible for information to prospective students.</p>	<p>Date: March 19, 2008</p> <p>Contact Person: Dr. Ed Taylor</p> <p>Phone:</p> <p>Email: Edward.taylor@ubc.ca</p>
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Proposed Calendar Entry:

VII. Faculties, Schools, and Colleges

School of Social Work > Bachelor of Social Work Program > Admission Requirements

Application for admission to the School of Social Work must be made through Enrolment Services. See Chapter II, "Admission to UBC Okanagan" for procedures, policies, and admission requirements.

Admission requirements for college and university transfer applicants for entry into the third year of the B.S.W. are as follows:

- completion of 60 credits of general university studies, **which may include transferable arts or science credits completed within a human service, social service, or other relevant diploma or certificate; ~~or a combination of general university studies and a human service worker certificate or diploma;~~**
- 6 English credits at the 100 level, including two of the following: ENGL 112, 113, 150, 151, 152, 153;
- a minimum grade of 72% in each of SOCW 200, SOCW 201 (or equivalent);
- successful completion of at least 3 credits of human development (lifespan) e.g., SOCW 255, PSYO 220, or SWPP 355 OLA;
- a minimum grade average of 68% calculated on the last completed 30 credits; and
- submission of the School of Social Work supplemental application form, which includes submission of a resume, two references, and completion of a written exercise involving a personal statement and case analysis. The supplemental application will be considered in addition to academic performance in determining admissibility;

URL:

<http://okanagan.students.ubc.ca/calendar/index.cfm?tree=18,289,853,977>

Present Calendar Entry:

VII. Faculties, Schools, and Colleges

School of Social Work > Bachelor of Social Work Program > Admission Requirements

Application for admission to the School of Social Work must be made through Enrolment Services. See Chapter II, "Admission to UBC Okanagan" for procedures, policies, and admission requirements.

Admission requirements for college and university transfer applicants for entry into the third year of the B.S.W. are as follows:

- completion of 60 credits of general university studies or a combination of general university studies and a human service worker certificate or diploma;
- 6 English credits at the 100 level, including two of the following: ENGL 112, 113, 150, 151, 152, 153;
- a minimum grade of 72% in each of SOCW 200, SOCW 201 (or equivalent);
- successful completion of at least 3 credits of human development (lifespan) e.g., SOCW 255, PSYO 220, or SWPP 355 OLA;
- a minimum grade average of 68% calculated on the last completed 30 credits; and
- submission of the School of Social Work supplemental application form, which includes submission of a resume, two references, and completion of a written exercise involving a personal statement and case analysis. The supplemental application will be considered in addition to academic performance in determining admissibility;



Successful applicants will be admitted to the third year of the B.S.W. program.

~~Admission requirements for a~~ Applicants who have completed a two-year human service, social service, or other relevant diploma for admission are encouraged to apply for admission to Arts or Science. You may then apply to transfer to the B.S.W. upon completion of the required 60 general university credits.

~~, for entry into the second year of the B.S.W. are as follows:~~

- ~~* completion of a two-year human service, social service, or other relevant diploma from a recognized post-secondary institution with a minimum overall average of 65% (or 2.5 on a 4.0 scale); and~~
- ~~* submission of the School of Social Work supplemental application form, which includes submission of a resume, two references, and completion of a written exercise involving a personal statement and case analysis. The supplemental application will be considered in addition to academic performance in determining admissibility.~~

~~Note: successful applicants will be admitted to the second year of the B.S.W. program.~~

Detailed information on admission requirements and the supplemental application process for all applicants is available on the [Welcome website](#).

Applicants are advised to complete the B.S.W. statistics requirement before entering third year (e.g., SOCW 302). SOCW 302 cannot be counted as an upper-level Social Work credit.

Successful applicants will be admitted to the third year of the B.S.W. program.

Admission requirements for applicants who have completed a two-year human service, social service, or other relevant diploma for admission, for entry into the second year of the B.S.W. are as follows:

- completion of a two-year human service, social service, or other relevant diploma from a recognized post-secondary institution with a minimum overall average of 65% (or 2.5 on a 4.0 scale); and
- submission of the School of Social Work supplemental application form, which includes submission of a resume, two references, and completion of a written exercise involving a personal statement and case analysis. The supplemental application will be considered in addition to academic performance in determining admissibility.

Note: successful applicants will be admitted to the second year of the B.S.W. program.

Detailed information on admission requirements and the supplemental application process for all applicants is available on the [Welcome website](#).

Applicants are advised to complete the B.S.W. statistics requirement before entering third year (e.g., SOCW 302). SOCW 302 cannot be counted as an upper-level Social Work credit.

Type of Action: Change the Social Work admission requirements to reflect that 60 credits of general university transfer must be completed prior to entry.

Rationale: This proposal is in response to the recommendation of the Admissions and Awards Committee on August 7th, 2007, that all arts and science courses must be completed prior to admission to the Bachelor of Social Work program.



Calendar Change Proposal Form UBC Okanagan

Faculty: Enrolment Services Department: Undergraduate Admissions Approval Date: N/A Effective Session: Effective for the Sept., 2009 admission to UBC Okanagan Year for change: 2008	Date: May 22, 2008 Contact Person: Michael Bluhm Phone: 604-822-9489 Email: michael.bluhm@ubc.ca
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<p>Proposed Calendar Entry</p> <p>URL: http://okanagan.students.ubc.ca/calendar/index.cfm?tree=2,22,63,0</p> <p>Admissions > Applicants from Secondary School in BC/Yukon > Admission Requirements</p> <p>The minimum academic qualification for admission is secondary school graduation, including the following Grade 12 courses:</p> <table border="0"> <thead> <tr> <th>Grade</th> <th>Required Courses^{1,2}</th> </tr> </thead> <tbody> <tr> <td>Grade 12</td> <td>English 12 or English 12 First Peoples Three additional approved examinable Grade 12 courses¹</td> </tr> </tbody> </table> <p>¹ Or approved equivalent International Baccalaureate, Advanced Placement, or post-secondary courses. See Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum; Advanced Placement and International Baccalaureate Courses Approved to Satisfy Prerequisites; and Post-Secondary Courses that Count Toward BC or Yukon High School Graduation.</p> <p>² See Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum for programs requiring courses at the Grade 11 level.</p> <p>The admission average will be calculated on English 12 or English 12 First Peoples and the three additional examinable Grade 12 courses or the equivalent.</p>	Grade	Required Courses ^{1,2}	Grade 12	English 12 or English 12 First Peoples Three additional approved examinable Grade 12 courses ¹	<p>Present Calendar Entry</p> <p>URL: http://okanagan.students.ubc.ca/calendar/index.cfm?tree=2,22,63,0</p> <p>Admissions > Applicants from Secondary School in BC/Yukon > Admission Requirements</p> <p>The minimum academic qualification for admission is secondary school graduation, including the following Grade 12 courses:</p> <table border="0"> <thead> <tr> <th>Grade</th> <th>Required Courses^{1,2}</th> </tr> </thead> <tbody> <tr> <td>Grade 12</td> <td>English 12 Three additional approved examinable Grade 12 courses¹</td> </tr> </tbody> </table> <p>¹ Or approved equivalent International Baccalaureate, Advanced Placement, or post-secondary courses. See Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum; Advanced Placement and International Baccalaureate Courses Approved to Satisfy Prerequisites; and Post-Secondary Courses that Count Toward BC or Yukon High School Graduation.</p> <p>² See Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum for programs requiring courses at the Grade 11 level.</p> <p>The admission average will be calculated on English 12 and the three additional examinable Grade 12 courses or the equivalent.</p>	Grade	Required Courses ^{1,2}	Grade 12	English 12 Three additional approved examinable Grade 12 courses ¹
Grade	Required Courses ^{1,2}								
Grade 12	English 12 or English 12 First Peoples Three additional approved examinable Grade 12 courses ¹								
Grade	Required Courses ^{1,2}								
Grade 12	English 12 Three additional approved examinable Grade 12 courses ¹								



<p>A minimum average of 67% is required for admission to all programs. However, due to limited enrolment, a higher average is required in most programs.</p> <p>Applicants who – because of administrative difficulties in their school or because they have a physical, sensory, or specific learning disability – cannot present the courses as required may be excused from a specific admissions course requirement. Supporting documentation is required and must be sent to Admissions by the principal or counsellor of the school concerned.</p> <p>All courses must be completed by June. Final examinations offered by the BC Ministry of Education or the external examinations for International Baccalaureate and Advanced Placement courses must be written. Summer school courses or grades obtained in supplemental examinations will not be considered.</p> <p style="text-align: center;">Approved Examinable Grade 12 Courses</p> <p>Applications of Mathematics 12 BC First Nations Studies 12 Biology 12 Chemistry 12 Communications 12 English Literature 12 English 12 or English 12 First Peoples Français Langue 12 or French 12 Geography 12 Geology 12 German 12 History 12 Japanese 12 Mandarin 12 Physics 12 Principles of Mathematics 12 PSI Calculus Assessment 12¹ Punjabi 12 Spanish 12 Technical and Professional Communications 12</p> <p>¹ For further information, refer to UBC-SFU-UVIC-UNBC Calculus Examination Certificate.</p> <p>Approved courses offered in French will also be accepted. (Français 12 is not accepted in place of English 12.)</p>	<p>A minimum average of 67% is required for admission to all programs. However, due to limited enrolment, a higher average is required in most programs.</p> <p>Applicants who – because of administrative difficulties in their school or because they have a physical, sensory, or specific learning disability – cannot present the courses as required may be excused from a specific admissions course requirement. Supporting documentation is required and must be sent to Admissions by the principal or counsellor of the school concerned.</p> <p>All courses must be completed by June. Final examinations offered by the BC Ministry of Education or the external examinations for International Baccalaureate and Advanced Placement courses must be written. Summer school courses or grades obtained in supplemental examinations will not be considered.</p> <p style="text-align: center;">Approved Examinable Grade 12 Courses</p> <p>Applications of Mathematics 12 BC First Nations Studies 12 Biology 12 Chemistry 12 Communications 12 English Literature 12 English 12 Français Langue 12 or French 12 Geography 12 Geology 12 German 12 History 12 Japanese 12 Mandarin 12 Physics 12 Principles of Mathematics 12 PSI Calculus Assessment 12¹ Punjabi 12 Spanish 12 Technical and Professional Communications 12</p> <p>¹ For further information, refer to UBC-SFU-UVIC-UNBC Calculus Examination Certificate.</p> <p>Approved courses offered in French will also be accepted. (Français 12 is not accepted in place of English 12.)</p>
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URL:
<http://okanagan.students.ubc.ca/calendar/index.cfm?tree=2,22,67,0>

Applicants Following the BC/Yukon High School Curriculum > British Columbia Adult Graduation Diploma (BCAGD)

II. Admission to UBC Okanagan

Applicants Following the BC/Yukon High School Curriculum > British Columbia Adult Graduation Diploma (BCAGD)

UBC Okanagan recognizes the BCAGD Provincial Diploma for admission to the first year of an undergraduate degree. Applicants who have completed the BCAGD must be at least 19 years of age and meet the following admission requirements:

- four Provincial-Level (ABE) or Grade 12 courses, including:
 - English; **or English 12 First Peoples**
 - three additional subjects chosen from: biology, chemistry, physics, mathematics (ABE) or Principles of Mathematics 12, computer science (ABE), geology, geography, history, English literature, and languages.

The admission average will be calculated on ABE Provincial-Level English, English 12 **or English 12 First Peoples** and three other ABE Provincial-Level or Grade 12 courses, each of which must be graded. A minimum average of 67% is required for admission to all programs. However, due to limited enrolment, a higher average is required in most programs. All courses must be completed by June. Summer school courses or grades obtained in supplemental examinations will not be considered.

Entrance requirements to specific programs parallel those for BC/Yukon secondary school graduates, and applicants should refer to [Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum](#), to ensure they have the required courses.

URL:
<http://okanagan.students.ubc.ca/calendar/index.cfm?tree=2,22,67,0>

Applicants Following the BC/Yukon High School Curriculum > British Columbia Adult Graduation Diploma (BCAGD)

II. Admission to UBC Okanagan

Applicants Following the BC/Yukon High School Curriculum > British Columbia Adult Graduation Diploma (BCAGD)

UBC Okanagan recognizes the BCAGD Provincial Diploma for admission to the first year of an undergraduate degree. Applicants who have completed the BCAGD must be at least 19 years of age and meet the following admission requirements:

- four Provincial-Level (ABE) or Grade 12 courses, including:
 - English;
 - three additional subjects chosen from: biology, chemistry, physics, mathematics (ABE) or Principles of Mathematics 12, computer science (ABE), geology, geography, history, English literature, and languages.

The admission average will be calculated on ABE Provincial-Level English ~~or~~ English 12, and three other ABE Provincial-Level or Grade 12 courses, each of which must be graded. A minimum average of 67% is required for admission to all programs. However, due to limited enrolment, a higher average is required in most programs. All courses must be completed by June. Summer school courses or grades obtained in supplemental examinations will not be considered.

Entrance requirements to specific programs parallel those for BC/Yukon secondary school graduates, and applicants should refer to [Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum](#), to ensure they have the required courses.



<p>Adult Basic Education (ABE) Courses</p> <p>UBC Okanagan accepts the BC Certificate of Graduation (Dogwood) in combination with Adult Basic Education (ABE) Provincial Level courses completed at recognized secondary schools, adult education centres, or post-secondary institutions. Applicants who complete ABE Provincial Level courses, but do not complete the BC Adult Graduation Diploma (BCAGD), must write the final examination offered by the BC Ministry of Education for each Provincial Level course completed. The admission average will be calculated on ABE Provincial Level English, English 12 or English 12 First Peoples and three other ABE Provincial Level or Grade 12 courses, each of which must be graded.</p>	<p>Adult Basic Education (ABE) Courses</p> <p>UBC Okanagan accepts the BC Certificate of Graduation (Dogwood) in combination with Adult Basic Education (ABE) Provincial Level courses completed at recognized secondary schools, adult education centres, or post-secondary institutions. Applicants who complete ABE Provincial Level courses, but do not complete the BC Adult Graduation Diploma (BCAGD), must write the final examination offered by the BC Ministry of Education for each Provincial Level course completed. The admission average will be calculated on ABE Provincial Level English or English 12, and three other ABE Provincial Level or Grade 12 courses, each of which must be graded.</p>
<p>URL: http://okanagan.students.ubc.ca/calendar/index.cfm?tree=2,22,68,0</p> <p>Applicants Following the BC/Yukon High School Curriculum > Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum</p> <p>As shown in the following table.</p>	<p>URL: http://okanagan.students.ubc.ca/calendar/index.cfm?tree=2,22,68,0</p> <p>Applicants Following the BC/Yukon High School Curriculum > Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum</p> <p>As shown in the following table.</p>



This table shows the required courses used in the calculation of the admission average for specific programs, as well as courses that are required but are not used in the calculation of the average.

Program	Degree	Faculty/School	Average Calculated on the Following Required Courses or IB/AP Equivalents	Courses Required but Not Included in the Calculation of the Average
Agroecology ¹	B.Sc. (Agroecology)	Arts and Sciences	English 12; or English 12 First Peoples Principles of Mathematics 12; One of Biology 12, Chemistry 12, Geology 12, or Physics 12; One other approved examinable Grade 12 course	Two of: Biology 11, Chemistry 11, or Physics 11
Arts	B.A.	Arts and Sciences	English 12; or English 12 First Peoples Three other approved provincially examinable Grade 12 courses	
Engineering	B.A.Sc.	Applied Science/Engineering	English 12; or English 12 First	Chemistry 11; Physics 11;

This table shows the required courses used in the calculation of the admission average for specific programs, as well as courses that are required but are not used in the calculation of the average.

Program	Degree	Faculty/School	Average Calculated on the Following Required Courses or IB/AP Equivalents	Courses Required but Not Included in the Calculation of the Average
Agroecology ¹	B.Sc. (Agroecology)	Arts and Sciences	English 12; Principles of Mathematics 12; One of Biology 12, Chemistry 12, Geology 12, or Physics 12; One other approved examinable Grade 12 course	Two of: Biology 11, Chemistry 11, or Physics 11
Arts	B.A.	Arts and Sciences	English 12; Three other approved provincially examinable Grade 12 courses	
Engineering	B.A.Sc.	Applied Science/Engineering	English 12;	Chemistry 11; Physics 11;



			<p>Peoples Principles of Chemistry 12; Principles of Mathematics 12; Physics 12</p>	<p>Principles of Mathematics 11</p>				<p>Principles of Mathematics 12; Physics 12</p>	<p>Principles of Mathematics 11</p>
Health Studies	B.A.H.S.	Health and Social Development	<p>English 12; or English 12 First Peoples Three other approved provincially examinable courses</p>	<p>Principles of Mathematics 11</p>	Health Studies	B.A.H.S.	Health and Social Development	<p>English 12; Three other approved provincially examinable courses</p>	<p>Principles of Mathematics 11</p>
Human Kinetics	B.H.K.	Health and Social Development	<p>English 12; or English 12 First Peoples One of: Principles of Mathematics 12, Biology 12, Chemistry 12, Geology 12, or Physics 12; Two other approved provincially examinable Grade 12 courses</p>	<p>Principles of Mathematics 11; One of: Biology 11, Chemistry 11, or Physics 11</p>	Human Kinetics	B.H.K.	Health and Social Development	<p>English 12; One of: Principles of Mathematics 12, Biology 12, Chemistry 12, Geology 12, or Physics 12; Two other approved provincially examinable Grade 12 courses</p>	<p>Principles of Mathematics 11; One of: Biology 11, Chemistry 11, or Physics 11</p>
Management	B.Mgt.	Management	<p>English 12; or English 12 First Peoples Principles of Mathematics 12; Two other provincially</p>	<p>Principles of Mathematics 11</p>	Management	B.Mgt.	Management	<p>English 12; Principles of Mathematics 12; Two other provincially examinable courses</p>	<p>Principles of Mathematics 11</p>



Nursing	B.S.N.	Health and Social Development/ Nursing	examinable courses English 12; or English 12 First Peoples Biology 12; Two other approved examinable Grade 12 courses	Chemistry 11; Principles of Mathematics 11	Nursing	B.S.N.	Health and Social Development/ Nursing	English 12; Biology 12; Two other approved examinable Grade 12 courses	Chemistry 11; Principles of Mathematics 11
Pre-Pharmacy	N/A	Arts and Sciences	English 12; or English 12 First Peoples Principles of Mathematics 12 (min. 67%); Two other provincially examinable courses including at least one of: Biology 12, Chemistry 12, Geology 12, or Physics 12	Chemistry 11; Physics 11; Principles of Mathematics 11	Pre-Pharmacy	N/A	Arts and Sciences	English 12; Principles of Mathematics 12 (min. 67%); Two other provincially examinable courses including at least one of: Biology 12, Chemistry 12, Geology 12, or Physics 12	Chemistry 11; Physics 11; Principles of Mathematics 11
Science	B.Sc.	Arts and Sciences	English 12; or English 12 First Peoples Principles of Mathematics 12 (min. 67%); Two other examinable Grade 12 courses including at	Chemistry 11	Science	B.Sc.	Arts and Sciences	English 12; Principles of Mathematics 12 (min. 67%); Two other examinable Grade 12 courses including at least one of: Biology 12, Chemistry	Chemistry 11



				<p>least one of: Biology 12, Chemistry 12, Geology 12, Geography 12, or Physics 12</p>					<p>12, Geology 12, Geography 12, or Physics 12</p>
Visual Arts	B.F.A.	Creative and Critical Studies	English 12; or English 12 First Peoples Three other provincially examinable courses; Portfolio		Visual Arts	B.F.A.	Creative and Critical Studies	English 12; Three other provincially examinable courses; Portfolio	
<p>¹ This program is currently under review and is not admitting students for 2008/09. For more information, please contact the Faculty of Arts and Sciences.</p>					<p>¹ This program is currently under review and is not admitting students for 2008/09. For more information, please contact the Faculty of Arts and Sciences.</p>				



	<p>Type of Action:</p> <p>The inclusion of English 12 First Peoples as an equivalent to English 12 to the above areas: Admissions > Applicants from Secondary School in BC/Yukon > Admission Requirements; Applicants Following the BC/Yukon High School Curriculum > British Columbia Adult Graduation Diploma (BCAGD); Applicants Following the BC/Yukon High School Curriculum > Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum</p> <p>Rationale:</p> <p>1.) TREK 2010 within the pillar of “People” identifies the goal of, “Develop strategies for the recruitment and retention of Aboriginal students”, by using the strategy of, “Continue to collaborate with BC Aboriginal communities to develop programs that will assist increasing numbers of Aboriginal youth to enrol in undergraduate, graduate, and continuing education programs at UBC”.</p> <p>2.) The Ministry of Education reports that only one-third of Aboriginal students take English 12. By making the course more culturally appropriate, the Ministry anticipates that the new English 12 First Peoples course will encourage more Aboriginal students to participate in English 12 and to complete high school. This is significant because less than 50% of Aboriginal students presently complete high school in BC.</p> <p>3.) By including the course within our admission requirements, it is anticipated that we will increase our pool of prospective Aboriginal students within BC</p>
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	<p>and Yukon high schools.</p> <p>4.) English 12 First Peoples provides Aboriginal students the opportunity to learn more about their own cultures, as well as, the cultures of other indigenous peoples. This offers students, who may not have access and the support of elders, family or community, with a space to explore and celebrate their own history, culture, and identity while tracking towards entry into UBC.</p> <p>5.) The benefit for non-Aboriginal students is that it also provides them with the opportunity and space to explore, learn and celebrate Aboriginal culture.</p> <p>6.) The Ministry of Education considers the course to be an academic equivalent to English 12.</p>
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THE UNIVERSITY OF BRITISH COLUMBIA



January 28, 2008

Faculty of Education
2125 Main Mall
Vancouver, B.C.
Canada V6T 1Z4

Graeme Joseph
Aboriginal Student Recruiter – Advisor
Undergraduate Admissions
Enrolment Services
1206-1874 East Mall
Vancouver, BC, V6T 1Z1

Dear Graeme Joseph,

Re: Feedback about the English 12 First Peoples course

Thank you for asking me to provide the UBC Undergraduate Admission office with comments about the proposed English 12 First Peoples' course.

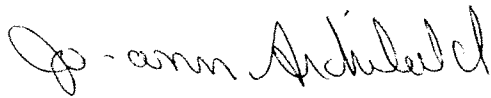
I fully support the Calendar Change submitted by the Undergraduate Admissions office to make this course equivalent to English 12 and to have it accepted by UBC for admission of BC and Yukon high school applicants. This particular course is innovative and is of high quality in a number of ways:

1. The First Nations Education Steering Committee, which is a major provincial Aboriginal education organization, was responsible for overseeing the development of this course, in partnership with the Ministry of Education. Often provincial core curricula has not included Aboriginal community voice and decision-making in any meaningful way. The involvement of First Nations and Métis Elders, educators and community representatives adds authenticity and depth of Indigenous knowledge to this course.
2. I served on one of the early development committees for this proposed course. Besides, Aboriginal educators, non-Aboriginal educators and Ministry of Education personnel with expertise in English 12 and curriculum development were included. This course has had a rich variety of resource people involved in all stages of development and pilot testing.
3. The Integrated Resource Package contains a rich variety of philosophical and pedagogical information related to using Indigenous knowledges and Indigenous perspectives, so that teachers have important guidelines to assist them. The Prescribed learning outcomes and assessment measures are very complete and together form a holistic approach, which is another innovative dimension of this proposed course.

The benefits of this course are immense for not only Aboriginal students, but for non-Aboriginal students as well. Aboriginal students have a top quality course that is based on Indigenous knowledge and perspectives while meeting English 12 skills and it is a core part of the overall school curriculum, rather than being located in the margins of the high school curricula. Non-Aboriginal students will gain a better understanding of Aboriginal Peoples and their knowledges, which may create increased understanding between Aboriginal and non-Aboriginal peoples.

I strongly recommend that UBC endorse English 12 First Peoples as a Grade 12 graduation requirement and for admission to UBC.

Respectfully,

A handwritten signature in cursive script, appearing to read "Jo-ann Archibald".

Jo-ann Archibald, PhD.
Associate Dean for Indigenous Education
& Acting NITEP Director
Faculty of Education.



OKANAGAN

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August 8, 2008

To: UBC O Senate

From: Doug Ooram
Deputy Vice Chancellor

A handwritten signature in blue ink, appearing to read 'D Ooram', written over the printed name.

Subject: UBC Statement on Respectful Environment for Students, Faculty and Staff

Recommendation:

That the UBC O Senate receive for information the UBC Respectful Environment Statement.

Background:

Part of the mission of UBC Okanagan as expressed in the Academic Plan, speaks to creating a working environment dedicated to excellence, equity and mutual respect. The UBC Respectful Environment Statement articulates the principle and the commitment to recognizing and respecting the dignity of others and ways of addressing respectful environment concerns. The intent of the Statement is to promote awareness and provide education to all community members, including students, faculty, and staff.

The UBC Respectful Environment Statement is supported by the UBC Okanagan Deputy Vice Chancellor's Executive Committee. As well it has been reviewed by the UBC Senior Executive and the UBC V Committee of Deans. It will be forwarded as an information item to the Board of Governors at its meeting in September.

A Backgrounder on Personal Harassment is available from Ms. Kelly Ross, UBC O Senate Secretariat.

Attachments:

UBC Respectful Environment Statement
Respectful Environment Action Plan

BACKGROUND

PERSONAL HARASSMENT

In recent years, personal harassment, including bullying, has become a frequently discussed topic at labour relations and human resource management conferences, in arbitrations, and in the media. Increasingly it is also discussed on campus. Harassment that is related to grounds of discrimination under the *Human Rights Code*, such as sexual harassment or racial harassment, is prohibited by human rights law and by UBC's *Policy on Discrimination and Harassment*. Personal harassment, which is sometimes called "psychological harassment", refers to harassment that is unrelated to any of the Human Rights grounds. In British Columbia, as in most other Canadian jurisdictions, there is no legislated prohibition on personal harassment. Nor is it covered by UBC's harassment policy. Some collective agreements contain language that protects employees from personal harassment, but many workers have no explicit legal protection. Similarly, students may have no law or policy to rely on to address personal harassment.

What is personal harassment?

In B.C., "personal harassment" has not been defined in legislation. If an issue arises under a collective agreement, the collective agreement will determine the meaning; if the term is not defined in the collective agreement, the meaning will be defined by an arbitrator or court. In general, a wide range of conduct has been characterized as personal harassment. A recent definition is that:

Harassment includes words, gestures, and actions which tend to annoy, harm, abuse, torment, pester, persecute, bother and embarrass another person, as well as subjecting someone to vexatious attacks, questions, demands or other unpleasantness.¹

There are, however, limits to what can constitute harassment. In a frequently-quoted decision, Arbitrator Laing wrote:

I do not think that every act of workplace foolishness was intended to be captured by the word "harassment". This is a serious word, to be used seriously and applied vigorously when the occasion warrants its use. It should not be trivialized, cheapened or devalued by using it as a loose label to cover petty acts or foolish words, where the harm, by any objective standard, is fleeting.²

Generally personal harassment is conduct that is abusive or vexatious; that is hostile or unwanted; that affects a person's dignity; and that results in a harmful work

¹ *Toronto Transit Commission and Amalgamated Transit Union* (2004), 132 L.A.C. 4th 225 (Shime) ("TTC")

² *Re British Columbia and B.C.G.E.U.* (1995), 49 L.A.C. (4th) 193.

environment. Although generally the conduct must be repetitive to constitute harassment, a single very serious incident might be sufficient.

The government of Quebec has incorporated protection from personal harassment in its employment standards legislation, stating:

Every employee has a right to a work environment free from psychological harassment. Employers must take reasonable action to prevent psychological harassment and, whenever they become aware of such behaviour, to put a stop to it.³

It defines “psychological harassment” as follows:

For the purposes of this Act, “psychological harassment” means any vexatious behaviour in the form of repeated and hostile or unwanted conduct, verbal comments, actions or gestures, that affects an employee’s dignity or psychological or physical integrity and that results in a harmful work environment for the employee. A single serious incidence of such behaviour that has a lasting harmful effect on an employee may also constitute psychological harassment.⁴

Where are the Limits?

As arbitrator Laing indicated, the concept of harassment ought not to be trivialized. In the *TTC* case, Arbitrator Shime held that abusive conduct was “physical or mental maltreatment” where there was “a depart[ure] from reasonable conduct.” Determining whether a person’s behavior departs from reasonable conduct is an objective inquiry.⁵

Arbitrators recognize that supervisors are entitled to the normal exercise of managerial rights. For example, a negative performance appraisal does not constitute harassment unless it is motivated by malice or bad faith.⁶ Arbitrators also recognize that management styles vary, and an authoritative or demanding style does not, by itself, constitute harassment. In a recent decision, Arbitrator Dorsey considered whether a Director, who the employer acknowledged had a sometimes uncompromising and critical manner, had created a poisoned environment and breached the collective agreement.⁷ Dorsey observed that some of the Director’s “unguarded talk” was “neither healthy nor conducive to good morale”. Nevertheless, he found that it was not the sole cause of the poor morale and did not amount to harassment. Similarly, in a decision under the Quebec legislation, an adjudicator considered an allegation by a waitress in a restaurant that she

³ *Labour Standards, An Act Respecting*, R.S.Q. c. N-11, s. 81.19.

⁴ *Ibid.*, s. 81.18.

⁵ *Teamsters Chemical, Energy and Allied Workers Union, Local 647 v. Cara Operations Limited*, [2005] O.L.A.A. No. 32.

⁶ *Bratud v. Office of the Superintendent of Financial Institutions*, [2006] C.P.S.L.R.B. No. 65.

⁷ *Canadian Union of Public Employees, Local 458 v. District of Hope*, [2007] B.C.C.A.A.A. No. 46.

had been psychologically harassed by the new owner, who also worked as the chef.⁸ The adjudicator dismissed the complaint concluding that, although the new owner's character may have been more authoritarian than the previous owner's, that did not constitute harassment, noting that: "the work atmosphere was perhaps less pleasant than previously, but the law does not necessarily aim at ensuring a joyous work environment."

Who are the Harassers?

Most commonly, complaints of harassment are made by employees about their managers. However, harassment may also occur between co-workers. In one case, for example, an arbitrator found that an employer was justified in disciplining an employee who had spread rumours or gossip about another employee.⁹ Arbitrator Bladon stated that to determine whether gossip is disciplinable a standard of reasonableness is applied "both as to the offensiveness and whether it creates a harassing and negative condition of work."

Occasionally, managers may complain of harassment by their employees. In *East v. Treasury Board (Correctional Service of Canada)*,¹⁰ during negotiations for a new collective agreement, the union instituted pressure tactics that included personal attacks on managers. Two officers in acting manager positions were repeatedly threatened and insulted and an anonymous threat was made against the daughter of one of them. An active member of the union was suspended after he made a comment that managers took to be a continuation of the broader intimidation of managers. The union member grieved the discipline. The adjudicator found that the grievor's comments were part of a "concerted harassment effort aimed at the ... supervisors." He observed that, "[a]t all times, the employer is required to ensure a harassment-free work environment", and held that discipline was therefore appropriate.

Why does it matter?

Personal harassment can severely affect the dignity and self-respect of those who are its victims. At a minimum, it affects the victim's sense of well-being and makes work or school more stressful. In the *TTC* case, Arbitrator Shime described the effects of personal harassment:

Workplace harassment is a pernicious activity with the capacity to severely affect persons who are harassed; particularly employees who are unskilled or semi-skilled... and extremely vulnerable and captive to their harassers. Where harassment emanates from a foreman or supervisor it is exacerbated by the harasser's status.

⁸ *Hilaregy v. 9139-3249 Quebec (Inc. (Restaurant Poutine La Belle Province))*, [2006] QCCRT 0220.

⁹ *Canadian Union of Public Employees, Local 1252 v. Atlantic Health Sciences Corp.*, [2004] N.B.L.A.A. No. 29.

¹⁰ [2007] C.P.S.L.R.B. No. 18

When extreme, it may lead to severe depression or other psychological conditions that make it impossible for the person to continue to function at work or school and may damage personal relationships. In a recent decision of the BC Supreme Court, the Court considered the effects of harassment on an RCMP constable.¹¹ Until the arrival of a new detachment commander, the constable had enjoyed her life in the RCMP. The Court found that the harassment that she received after his arrival caused her serious psychological harm and led to her leaving the RCMP. Moreover, the harassment damaged more than her career:

The plaintiff's depression affects her relationship with her husband, her children, and her friends. Her concentration, memory, and ability to make decisions have been adversely affected. She must avoid stress in every aspect of her daily life. Her condition obviously has had a severe impact, not only on her ability to work, but also on the extent to which she can enjoy her life and function as a member of her family and her community.¹²

Personal harassment damages its victims, but it can also create a toxic workplace. Personal harassment is not merely a personality conflict; it is an abuse of power. Although a bully may target one individual, often the harassment will be widespread within the workplace. Even if there is only one target, other employees may empathize with the victim or may see themselves as potential targets.

Personal harassment can be costly to an employer. In addition to lost productivity due to poor morale, it can lead to high staff turnover and increased medical leave. External investigators and/or mediators may be required to resolve the conflict. It may also lead to costly arbitrations or court actions. In the *Sulz* case, the RCMP was ordered to pay the plaintiff \$950,000.

In some cases, such as *Sulz*, employers are being found liable for personal harassment despite the absence of contractual or statutory language prohibiting it.¹³ The Supreme Court of British Columbia has held that it is an implied term of any employment relationship “that the employer will treat the employee with civility, decency, respect and dignity” and that: “An employee is entitled to decent treatment at the hands of his or her employer.”¹⁴ In that case, an employee who was subjected to “significant rudeness and hostility ... over an extensive period of time” was found to have been constructively dismissed and awarded 13 months pay in lieu of notice. In the *TTC* case, Arbitrator Shime found that it was appropriate to imply “normative terms to a management rights clause” in a collective agreement, which had the effect of implying a right to be free from personal harassment. He reasoned that at the least, “if management is not required to exercise its responsibilities reasonably, it must not abuse its authority and act in a manner that constitutes abuse or harassment of employees.” Shime ordered the employer to pay

¹¹ *Sulz v. Attorney General et al.*, 2006 BCSC 99, aff'd 2006 BCCA 582.

¹² *Ibid.*, para. 164.

¹³ In *Sulz*, the Court found the RCMP to be liable for negligent infliction of mental suffering.

¹⁴ *Morgan v. Chukal Enterprises Ltd.*, 2000 BCSC 1163.

the grievor lost wages, \$25,000 in general damages and to provide anti-harassment training to all managers.

How is personal harassment addressed at UBC?

As stated above, UBC does not have a policy that prohibits personal harassment. The *UBC Policy on Discrimination and Harassment* covers harassment related to the grounds of discrimination under the *BC Human Rights Code*. Consequently, the Equity Office does not have a mandate to address personal harassment complaints that it receives. The Equity Advisors may, nonetheless, advise complainants about their options.

Generally, personal harassment is a performance issue which should be taken to the appropriate administrative head of unit, student or employee association, union or human resources office. Some UBC collective agreements contain personal harassment language. For example the Collective Agreement between CUPE 2950 and UBC (2005-2010) states:

The University and the Union recognize the right of employees to work in an environment free from sexual and personal harassment. The University shall investigate and take appropriate action when an employee complains that she/he has been sexually or personally harassed in the course of her/his employment by a supervisor or another member of the University community. ...

In addition, academic or administrative units may implement personal harassment policies or may create codes of conduct to address it. For example, the Faculty of Medicine's *Policy to Address Harassment, Intimidation and Unprofessional Behaviour in the Faculty of Medicine* states "Under this Policy, the FOM strictly prohibits any form of discrimination or harassment including the abuse of power." The FOM policy also provides processes for addressing harassment.



UBC Respectful Environment Statement

The University of British Columbia envisions a climate in which students, faculty and staff are provided with the best possible conditions for learning, researching and working, including an environment that is dedicated to excellence, equity and mutual respect. The University of British Columbia strives to realize this vision by establishing employment and educational practices that respect the dignity of individuals and make it possible for everyone to live, work, and study in a positive and supportive environment possible.

A. Statement of Principle

The best possible environment for working, learning and living is one in which respect, civility, diversity, opportunity and inclusion are valued. Everyone at the University of British Columbia is expected to conduct themselves in a manner that upholds these principles in all communications and interactions with fellow UBC community members and the public in all University-related settings.

B. The Respectful University Environment

In the context of an academic community, responsibility for maintaining a respectful environment falls on all community members, including students, faculty, staff, and members of the public who participate in University-related activities.

Excellence in learning, research and work in the university community is fostered by promoting the freest possible exchange of information, ideas, beliefs and opinions in diverse forms, and it necessarily includes dissemination and discussion of controversial topics and unpopular points of view. Respect for the value of freedom of expression and promotion of free inquiry are central to the University's mission.

However, these freedoms cannot exist without an equally vigorous commitment to recognition of and respect for the freedoms of others, and concern for the well-being of every member of the university community. Excellence in scholarship, teaching and employment activities flows from active concern and respect for others, including their ability to participate meaningfully in the exchange of information, ideas, beliefs and opinions.

Therefore, freedom of expression and freedom of inquiry must be exercised responsibly, in ways that recognize and respect the dignity of others, having careful regard to the dynamics of different relationships within the university environment, such as between professor and student, or supervisor and employee. A respectful environment is a climate in which the human dignity of each individual is valued, and the diverse perspectives, ideas and experiences of all members of the community are able to flourish.

C. Activities Inimical to a Respectful Environment

Personal harassment, which is sometimes referred to as psychological harassment or bullying, is inimical to a respectful environment and therefore has no place at UBC. It is not only a direct attack on the dignity and worth of the individual or group at whom it is directed, it undermines the freedoms of the whole community.

Personal harassment is objectionable and unwanted behaviour that is verbally or physically abusive, vexatious or hostile, that is without reasonable justification, and that creates a hostile or intimidating environment for working, learning or living. Personal harassment may be intentional or unintentional. While personal harassment usually consists of repeated acts, a single serious incident that has a lasting harmful effect may constitute personal harassment.

Personal harassment behaviour includes persistent demeaning or intimidating comments, gestures or conduct; threats to a person's employment or educational status, person or property; persistent comments or conduct, including ostracism or exclusion of a person, that undermines an individual's self-esteem so as to compromise their ability to achieve work or study goals; unwarranted and excessive supervision or criticism of an individual; abuse of power, authority or position; sabotage of a person's work; hazing; spreading of malicious rumours or lies; or making malicious or vexatious complaints about a person.

Personal harassment does not include the exercise of appropriate managerial or supervisory direction, including performance management and the imposition of discipline; constructive criticism; reasonable changes to assignments or duties; correction of inappropriate student behaviour; instructional techniques such as irony, conjecture, and refutation, or assigning readings that advocate controversial positions; and single incidents of thoughtless, petty or foolish words or acts that cause fleeting harm.

A determination that personal harassment has occurred is based not only on what the alleged perpetrator and target of the harassment actually experienced, knew, or understood about each other and the situation, but on what a reasonable person in each of their circumstances would have experienced, known or understood, taking into account the full context of the situation.

D. Addressing Respectful Environment Concerns

Primary responsibility for addressing respectful environment concerns, including concerns about personal harassment, lies with those members of the UBC community who exercise supervisory or leadership roles. These individuals are well-placed to set examples for others by their own conduct, to communicate to those under their direction UBC's commitment to a respectful university environment, and to take appropriate action to preserve or restore a respectful environment if problems arise.

Specifically, faculty or staff who have concerns about personal harassment should contact their direct supervisor or Administrative Head of Unit. Students should contact their professor, Department Head or Dean's Office, if their concern relates to a course or academic matter. If the concern relates to a UBC service unit or a residence, students should contact the Unit Head of the particular service or the Vice-President, Students Office at UBC Vancouver, or the Unit Head or the Associate Vice-President, Students at UBC Okanagan.

Where the issue is not resolved or there is concern about conflict of interest, faculty and staff should contact their employee association, union, or Human Resources. In such circumstances, students should contact the UBC Ombudsperson (UBC Vancouver) or the Associate Vice-President, Students or Student Union (UBC Okanagan).

Administrative Heads of Units, whether responding to a concern raised to them or taking action because they have otherwise become aware that a person may be engaging in personal harassment in their unit, are expected to act promptly to determine whether personal harassment has occurred or is ongoing, and if so, to address the conduct and its damaging effects. Support and advice are available from Human Resources, including Faculty Relations.

It is the responsibility of each Vice President, in cooperation with Human Resources, to ensure that those in supervisory or leadership roles in their portfolio, have access to the proper training necessary to understand rights and responsibilities in a respectful working, learning and living environment, including their own responsibility to investigate, respond to, and manage complaints of harassment and to educate those they supervise or lead regarding those rights and responsibilities.

Education, increased awareness and prompt action are vital to create and maintain respectful working, learning and living environments at UBC. The University must provide training, support and resources to raise awareness about the principles of a respectful working, learning and living environment and to address concerns in a positive and effective manner when they do occur.

E. Related Policies and Provisions

Where policies and mechanisms for addressing unacceptable conduct already exist, whether in work, education or living contexts, this *Respectful Environment Statement* is intended to supplement, not to displace them.

In particular, matters relating to discrimination or harassment based on age, ancestry, colour, family status, marital status, physical or mental disability, place of origin, political belief, race, religion, sex, sexual orientation, and criminal conviction unrelated to employment are addressed in Policy #3, the UBC *Policy on Discrimination and Harassment*. Concerns that may constitute complaints under that policy should be addressed to the Equity Office (UBC-Vancouver) or Human Rights and Equity Services (UBC-Okanagan)

Where a concern raised under the *Respectful Environment Statement* is appropriately addressed under another policy or provision, Administrative Heads of Units and others responsible for addressing respectful environment concerns will direct the individual to the appropriate office.

Departmental policies regarding respectful environments can add to but not derogate from the principles in this statement.

RESPECTFUL ENVIRONMENT

Project Action Plan

The *Respectful Environment Statement* will only be effective if UBC leaders are aware of the statement and the principles it promotes, and have the training to meet its goals. This project therefore is intended to promote awareness of the statement and to provide education to those who are responsible for giving it effect. This will be accomplished through a broad communications and education strategy supported by a new staff position focussed on advancing the goals of the *Respectful Environment Statement*.

Communications Roll Out (June-September, 2008)

The *Respectful Environment Statement* and this Action Plan will be broadly promoted, either through presentations or email correspondence to UBC leaders. The Statement and Plan will be presented to the Committee of Deans. Assuming there is room on the respective agendas, the Statement and Plan will be presented to the DVC Executive Committee in June, to the Board of Governors and the Vancouver and Okanagan Senates at their September meetings. Once the dedicated staff person is in place, the Statement and Plan will be distributed to Heads of Units through the Administrative Heads Mailing List and to other bodies including the Committee of Faculty Business Administrators, the AVP Forum, Unions/Associations, Student Governments and Human Resource Networks. In addition, the *Respectful Environment Statement* will be readily available through UBC websites including Human Resources, Faculty Relations, the Equity Office and Human Rights and Equity Services and will be widely distributed through a global distribution.

Hire Staff Person (April, 2008)

Funding is available for a one-year half-time position to promote a respectful environment. Reporting to the Director, Organizational Development & Learning, the position will be responsible for developing a Respectful Environment education program. The education will initially focus on those in leadership positions as well as human resource professionals, both central and distributed, who provide support to managers. The education program will contemplate various vehicles such as: workshops, web technology, and existing university learning opportunities (e.g., Academic Leadership Development Program, Managing @ UBC). The position is also expected to develop brochures for managers and for faculty and staff.

Hiring for the position was completed in April. We expect the person to be in place in early June. A small advisory committee will be created to provide support for the position. The education program will be modified as necessary for the UBCO context based on consultation with UBCO personnel.

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Education Programming (Commencing August/September 2008)

Under the *Respectful Environment Statement* Vice Presidents, in cooperation with Human Resources, must ensure that those in supervisory or leadership roles in their portfolios have access to the proper training about rights and responsibilities in a respectful working, learning and living environment. The education program to be developed by the dedicated staff person is intended to support the Vice Presidents by providing training to their supervisors and other leaders and by building capacity among Human Resource personnel to support Vice Presidents in meeting their responsibilities under the *Respectful Environment Statement*. The education program will begin in August or September, 2008. Once the education program is developed, Vice Presidents will take an active role in promoting within their portfolios the *Respectful Environment Statement* and the education program.

Evaluation (October, 2008 to March, 2009)

Evaluation of this one-year pilot project will begin in the fall, 2008. The President's Advisory Committee on Equity, Discrimination and Harassment will review the effectiveness of the program, recommend future or ongoing actions and consider what, if any, changes ought to be made to the *Respectful Environment Statement*. The Committee will report its evaluation and recommendations to the UBC Executive.

Respectful Environment Action Plan Timetable

Activity	Person Responsible	Timeframe
Present Statement and Action Plan to Committee of Deans	T. Patch/L. Castle	Completed
Hire dedicated staff person (Respectful Environment Advisor) reporting to J. Stockton	L. McKnight/J. Stockton/ F. Watters/T. Patch	Recruitment completed. Position to commence June 2008
Create Advisory Committee to support Respectful Environment Advisor	L. McKnight/T. Patch	Completed
Present Statement and Action Plan to DVC Executive Committee	T. Patch/J. Podger	Completed June 2008
Broad email distribution of Statement and Plan to Administrative Heads of Unit, Committee of Faculty Business Administrators, the AVP Forum, Unions/Associations, Student Governments and Human Resource Networks. Cover message from Professor Toope	T. Patch/L. Castle/ Respectful Environment Advisor	August/September 2008
Post Statement on Equity and HR websites	L. Castle/T. Patch	August/September 2008
Global distribution of Statement	Respectful Environment Advisor	August/September 2008
Present Statement and Action Plan to BoG and Senates (for information only)	L. Castle/T. Patch	September 2008
Promote Statement and workshops	VPs/Respectful Environment Advisor	Beginning in July 2008, increasing in August/September 2008
Develop, publish and distribute brochures	Respectful Environment Advisor	Distribution August/September 2008

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Develop and deliver Respectful Environment workshops	Respectful Environment Advisor	Workshops begin in August 2008
Evaluate Pilot Project	President's Advisory Committee on Equity, Discrimination & Harassment	October 2008 to March 2009

RW\Respectful Environment Statement and Action Plan July