

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 11 February 2009

3:30pm – 5:30pm

LIB 317 | UBC OKANAGAN CAMPUS

1. **Senate Membership – Acting Associate Vice-President, Enrolment Services & Registrar, Mr. Fred Vogt**

- a. New Senator – Ms. Jennifer Walker, Representative of the Graduate Students (approval)

That Ms. Jennifer Walker be appointed as the Representative of the Graduate Students (to replace Mr. Ryan Whitehouse) until March 31, 2009 and thereafter until a successor is elected.

2. **Minutes of the Previous Meeting, 14 January 2009 – Acting Chair Dr. Daniel Keyes** (approval) (circulated – Item 2)

3. **Business Arising from the Minutes – Acting Chair Dr. Daniel Keyes**

- a. Oral Update on the Graduate Studies Review – Dr. Jan Cioe (information)

4. **President's Remarks and Related Questions – Prof. Stephen J. Toope (via videoconference)**

5. **Board of Governors – Acting Chair Dr. Daniel Keyes**

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

08 October 2008 Meeting of Senate

Curriculum proposal from the Faculties of Arts and Sciences, Health and Social Development, and the College of Graduate Studies.

New Awards.

05 November 2008 Meeting of Senate

Curriculum proposal from the Faculty of Arts and Sciences.

6. Nominating Committee – Dr. Jan Cioe

- a. Senate Committee Assignments (approval) (circulated – Item 6a)
- b. Council of Senates Membership (approval) (circulated – Item 6b)

7. Curriculum Committee – Mr. Christopher Eaton

- a. Curriculum Proposals from the Faculty of Arts and Sciences (approval) (circulated – Item 7a)

8. Admissions and Awards Committee – Dr. Sharon McCoubrey

- a. New Award (approval) (circulated – Item 8a)
- b. Admissions Proposals (approval) (circulated – Item 8b as listed):
 - i. Revisions to Visiting Classification (Item 8bi)
 - ii. Changing Degree Programs (Item 8bii)
 - iii. Canadian Aboriginal Applicants (Item 8biii)
 - iv. English Language Proficiency Tests (Item 8biv)

9. Other Business

**Regrets: Kelly Ross (250) 807-9259 or email kelly.ross@ubc.ca
UBC Senate Homepage <http://www.senate.ubc.ca/index.cfm>**



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OKANAGAN SENATE

MINUTES OF 14 JANUARY 2009

Attendance

Present: Deputy Vice-Chancellor Dr. D. Owram (Vice-Chair), Mr. F. Vogt (Acting AVP and Registrar), Dr. A. S. Abd-El-Aziz (Provost), Mr. P. Arthur, Dean R. Belton, Ms. S. Bertrand, Ms. M. Burton, Mr. N. Cadger, Dean R. Campbell, Mr. R. Chavarie, Dr. J. Cheng, Dr. J. Cioe, Ms. C. Cody, Dr. F. de Scally, Mr. C. Devenish, Mr. M. Dobson, Ms. L. Driscoll, Dr. J. Gustar, Dr. A. Joy, Dr. D. Keyes, Mr. M. Koovisk, Ms. R. L'Orsa, Dr. R. Lalonde, Mr. G. Lepp, Dr. S. McCoubrey, Acting Dean C. Mathieson, Dr. C. Mitton, Dr. H. Najjaran, Dr. B. Nilson, Dr. B. O'Connor, Dr. G. Pandher, Ms. L. Patterson, Dr. M. Rheault, Dr. C. Robinson, Acting Dean K. Rush, Dr. B. Schulz-Cruz, Dean I. Stuart, Dr. S. Yannacopoulos, Ms. G. Zilm.

Guests: Dr. D. Tannant.

Regrets: President S. J. Toope (Chair), Ms. S. Morgan-Silvester (Chancellor), Mr. B. Silzer (AVP and Registrar), Dean T. Aboulnasr, Mr. G. August, Dr. J. Castricano, Dr. M. Duran-Cogan, Mr. C. Eaton, Mr. P. Emerson, Dr. G. Lovegrove, Dr. C. Scarff, Mr. R. Whitehouse.

Recording Secretary: Ms. K. Ross.

Call to Order

The Deputy Vice-Chancellor called the meeting to order.

Senate Membership

Mr. Vogt introduced the recommendation from the UBC Students' Union Okanagan that Ms. Carolyn Cody would replace Mr. Matthew Koovisk as a Representative of the Students At-large.

Moved: Dr. Cioe
Seconded: Dr. de Scally

That Ms. Carolyn Cody be appointed as a Student Representative At-large (to replace Mr. Matthew Koovisk) until March 31, 2009 and thereafter until a successor is elected.

Carried.

Mr. Vogt presented a recommendation that Mr. Matthew Koovisk be elected as the Representative of the Students of the Faculty of Arts and Sciences.

Moved: Ms. Patterson
Seconded: Dr. Gustar

That Mr. Matthew Koovisk be appointed as the Representative of the Students of the Faculty of Arts and Sciences (to replace Ms. Vanna Lymberopoulos) until March 31, 2009 and thereafter until a successor is elected.

Mr. Koovisk confirmed that he would not seek re-election as a member of the Okanagan Senate at the end of his term on March 31, 2009.

Carried.

Mr. Vogt announced for information that Dean Marvin Krank had replaced Acting Dean Cynthia Mathieson as Dean of the College of Graduate Studies. He added that Acting Dean Dr. Cynthia Mathieson had replaced Dr. Bernard Bauer as Dean of the Faculty of Arts and Sciences.

Minutes of the Previous Meeting, 10 December 2008

Moved: Mr. Koovisk
Seconded: Dr. Cioe

That the minutes of the Okanagan Senate Meeting of 10 December 2008 be adopted as presented.

CORRECTION

The final paragraph on page 8 under *Agenda Committee* was edited to reflect that Dr. Gustar had expressed her support for Dean Aboulnasr to participate at meetings of the Senate via videoconference, in the event that all UBC Deans could participate in the same manner.

The meeting minutes were approved as amended.

Business Arising from the Minutes – Vice-Chair Dr. Doug Owram

ORAL UPDATE ON THE GRADUATE STUDIES REVIEW

Dr. Cioe reported that the Academic Policy Committee would meet on January 28, 2009 to further discuss the external review of the College of Graduate Studies. The Committee remained hopeful to present a comprehensive recommendation to the Senate no later than April 2009. Dr. Cioe noted that the Associate Provost and Provost had separated themselves from the Committee's deliberations due to a perceived conflict of interest.

Discussion

In response to a question from Dr. Keyes, Dr. Cioe confirmed that the Committee's recommendation would include a permanent process for the signing of graduate degree parchments.

Ms. L'Orsa noted that all Engineering students had been given the opportunity to comment on whether their Co-operative Education program could have an impact on their attendance at meetings of the Senate.

Vice-Chair's Remarks and Related Questions

The Deputy Vice-Chancellor noted briefly that there had been some challenges with flights landing into Kelowna today, which had interfered with the attendance of Dean Aboulnasr, Ms. Collins and Mr. Eaton at the Senate meeting.

BUDGET UPDATE

The Vice-Chair, Dr. Owram reported that recently discussions with the Ministry of Advanced Education had not occurred as he had hoped and therefore the Council of Senates Budget Committee had not met since November. Dr. Owram confirmed that a full budget report would be presented to the Senate by March 2009.

UBC OKANAGAN FIPKE CENTRE

The Deputy Vice-Chancellor assured Senators that UBC Properties Trust would be addressing design and application issues related to the heating and cooling system in the UBC Okanagan Fipke Centre. He added that steps would be taken to ensure that similar heating and cooling issues would not arise with the Arts and Sciences II building.

Correspondence from the UBC Board of Governors

The Vice-Chair briefly shared Season's Greetings and best wishes to the Senate from the UBC Board of Governors.

Nominating Committee

Joint Committee of the Board and Senates on University Coordination

On behalf of the Nominating Committee, Acting Chair Dr. Cioe presented the proposed Joint Committee of the Board and Senates on University Coordination.

Moved: Dr. Cioe
Seconded: Mr. Koovisk

That Senate approve the striking of a “Joint Committee of the Board and Senates on University Coordination” under the terms and conditions set out in the attached proposal; and

That the Agenda Committee be directed to consider and bring forward to Senate any necessary amendments to the Rules & Procedures of Senate necessary to facilitate the work of the Joint Committee.

Discussion

In response to a question from Dr. Owrarn, Dr. Cioe noted that adding key resource people, including the Deputy Vice-Chancellor, to the proposed Committee membership as non-voting members could be considered.

In response to a question from Mr. Lepp, Dr. Cioe confirmed that the student representative from either the Okanagan or Vancouver campus would rotate on a yearly basis.

Dr. Cioe confirmed that the proposed Joint Committee would not have powers that superseded the powers given to the Senates and the Board of Governors within the *University Act*.

Dr. Keyes suggested that Board of Governors representation could be added to the Council of Senates membership in lieu of approving a Joint Committee of the Board and Senates on University Coordination. Several members disagreed with this option since the Council of Senates could operate as a Senate under the *University Act*.

The assembly agreed to accept a comment from guest attendee Dr. Bauer related to timeliness of Committee operations and the participation of the Student Senator on the Committee.

Mr. Chavarie proposed that the Committee membership be amended to include one Student Senator from the Okanagan and one Student Senator from the Vancouver campuses rather than for *one Student Senator selected by either the Okanagan or Vancouver Senate on an annually rotating basis*, as originally proposed.

Moved: Mr. Chavarie
Seconded: Mr. Lepp

That the composition of the Joint Committee of the Board and Senates on University Coordination be amended to include one Student Senator from the Okanagan Senate and one Student Senator selected from the Vancouver Senate.

Discussion on the Amendment

The Vice-Chair advised Senators that, the Vancouver Senate or the UBC Board of Governors could approve the amended language as proposed by the Okanagan Senate or they could allow it to fail. He added that the proposed Committee would likely be used as a mechanism to share information rather than a decision-making body unto itself. .

The motion to amend was put and carried.

The amended motion was put and carried.

Agenda Committee

The Committee had circulated a proposal to approve a process for selecting a meeting chair for Senate in the absence of the President and the Vice-Chair.

Moved: Mr. Chavarie

Seconded: Mr. Lepp

That Rules and Procedures of Senate be amended to add the following to Section 7 (new text is in bold):

*7. The Senate shall elect one of its members as Vice-Chair to serve as Chair in the absence of the President. A term as Vice-Chair is for one (1) year and a Vice-Chair shall serve no more than two (2) consecutive terms. **In the absence of both the Chair and the Vice-Chair, the standing committee chair present with the longest continuous service on Senate who is not expected to be presenting a report at that meeting shall serve as acting chair of the meeting unless Senate otherwise resolves. In the event of a tie for length of service, the chair of the committee listed first alphabetically by committee name from amongst those tied shall be considered to have the longest continuous service on Senate for the purposes of this rule.***

Discussion

In response to a question from Dean Krank, the Vice-Chair suggested that it would be a rare occasion for all Senate Committee Chairs to present reports on the date that both the President and Vice-Chair were absent; he was unsure that the Rules and Procedures of the Okanagan Senate should be amended further to reflect this remote possibility.

The motion was put and carried.

Curriculum Committee

On behalf of the Curriculum Committee, Acting Chair Dr. Pandher presented the report.

See also, 'Appendix A: Curriculum Summary.'

Moved: Dr. Pandher
Seconded: Dr. Nilson

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

Discussion

In response to a question, Ms. Burton confirmed that the Library had supported the fourth-year Engineering program and courses as presented. Dr. Yannacopoulos confirmed that the School of Engineering would have both the faculty members and research resources to manage the proposed fourth-year Engineering program. He added that the School of Engineering had consulted carefully with its sister department in Vancouver to develop a highly collaborative, project-based program for students. For example, the fourth-year capstone project included student design groups comprising at least two different engineering programs and management students.

Ms. L'Orsa asked whether the current engineering students could register in the Earth and Environmental Sciences (EESC) courses within the Faculty of Arts and Sciences in order to gain technical elective credits. She asked if so, how and when this information would be reflected in the Calendar. Dr. Yannacopoulos stated that the School of Engineering required its students to register in a prescribed number of core course credits, which are required for their professional accreditation, along with a number of core electives or design elective credits. He confirmed that a certain number of electives could be taken outside of the accreditation standards, which could be taken from other Faculties.

In response to a question from Ms. L'Orsa, Dr. Yannacopoulos confirmed that *ENGR 477 (6) Mechanical Engineering Laboratory* could be categorized as a standard engineering course, and that it was not restricted to mechanical engineering students. In response to an additional question from Ms. L'Orsa, Dr. Najjaran confirmed that first and second year final examinations worth 50 percent of students' final grade have been standard expectations within engineering programs.

Dr. Cioe applauded the Faculty of Applied Science for providing the Senate Curriculum Committee with the entire fourth-year curriculum including the courses for the Civil, Electrical, and Mechanical Engineering programs.

In response to a question from Dr. Johnson, Dr. Schulz-Cruz stated that the proposed course *SPAN 280 (3/6) d* would be interpreted as a special topics course that could be taken for three or six credits. Dr. Gustar added that special topics courses in general could be taken up to three times. She added that the course code would be recorded on a students transcript with *a, b, c* depending on the course topic offered in that year.

The motion was put and carried.

Admissions and Awards Committee

The Committee had circulated a new award for approval by the Senate.

Moved: Dr. McCoubrey
Seconded: Ms. L'Orsa

That Senate accept the award as listed and forward it to the Board of Governors for approval; and that a letter of thanks be sent to the donor.

CAPRI Insurance Athletics Entrance Scholarship: A \$10,000 scholarship (payable at \$2,500 per year) has been endowed by Capri Insurance for a student entering The University of British Columbia Okanagan from secondary school. Candidates for the scholarship must be confirmed as members of a varsity team and must demonstrate athletic achievement in combination with academic excellence. Subject to maintaining continued scholarship standing and a position on a varsity team, award recipients will have their scholarship renewed annually for a further three years of study or until they obtain their first undergraduate degree, whichever is the shorter period. (First award available for the 2009/10 Winter Session)

Discussion

In response to questions from Dr. de Scally, Dr. McCoubrey described the new award as an entrance scholarship for the recruitment of varsity team candidates directly recruited from secondary schools. She added that, should the athlete lose his or her scholarship the funds would be inserted back into the endowment fund. Dr. McCoubrey confirmed that only one scholarship would be given per year.

The motion was put and carried.

Reports from the Acting Associate Vice-President, Enrolment Services & Registrar

The Acting Associate Vice-President, Enrolment Services & Registrar presented the Regular Senate Meeting Schedule 2009/2010 for information.

See also, 'Appendix B: Regular Senate Meeting Schedule for 2009/2010.'

The Regular Senate Meeting Schedule for 2009/2010 was received.

The Acting Associate Vice-President, Enrolment Services & Registrar also presented the Academic Year 2009/2010 for information. The Term 2 mid-term break had been corrected as Monday, February 15-19, 2010.

See also, 'Appendix C: Academic Year 2009/2010.'

Discussion

In response to a question from Dr. Yannacopoulos, Mr. Vogt suggested that the School of Engineering could follow up within the Faculty of Applied Science related to the number of teaching days required through the professional accreditation standards for Engineers.

Various Senators suggested that it would be ideal for Terms 1 and 2 to have an equal number of teaching days. It was suggested that the goal of maximizing the number of teaching days in Term 1 could be to discontinue the Create Orientation Day or the one-day midterm break.

The Academic Year 2009/2010 was received.

Other Business

UBC Okanagan: Number of Teaching Days in Term 1

Moved: Dr. Cioe
Seconded: Dr. de Scally

That the Senate refer to the Learning and Research Committee the following matter for consideration and recommendation to Senate as appropriate:

That the number of teaching days in Term 1 be increased to 63, which would be considered as optimal.

Adjournment

There being no further business, the meeting was adjourned at 4:40 p.m.

The following regular meeting was scheduled to be held on Wednesday, February 11, 2009 at 3:30 pm to 5:30 pm in Library 317.

Appendix A: Curriculum Summary

Faculty of Applied Science

1. The following new curriculum:
 - a. Fourth-Year Program for Civil, Electrical, and Mechanical Engineering
2. The following new common Engineering courses:
 - a. ENGR 413 (3) Law and Ethics for Engineers
 - b. ENGR 499 (6) Engineering Capstone Design Project
3. The following new Civil Engineering courses:
 - a. ENGR 425 (3) Design of Steel and Timber Structures
 - b. ENGR 426 (3) Matrix Structural Analysis
 - c. ENGR 427 (3) Reinforced Concrete Design II
 - d. ENGR 428 (3) Earthquake Engineering
 - e. ENGR 429 (3) Strengthening and Rehabilitation of Concrete Structures
 - f. ENGR 430 (3) System-Based Design and Construction
 - g. ENGR 431 (3) Infrastructure Management
 - h. ENGR 433 (3) Construction Engineering and Management
 - i. ENGR 435 (3) Transportation Systems Engineering
 - j. ENGR 436 (3) Transportation Planning and Design
 - k. ENGR 438 (3) Rock Mechanics and Engineering
 - l. ENGR 440 (3) Foundation Engineering
 - m. ENGR 441 (3) Engineering Hydrology
 - n. ENGR 442 (3) Water Quality Engineering
 - o. ENGR 443 (3) Environmental Engineering Laboratory
 - p. ENGR 444 (3) Solid Waste Engineering
 - q. ENGR 445 (3) Design of Water and Wastewater Conveyance Systems
 - r. ENGR 447 (3) Design of Processes for Wastewater Treatment
4. The following new Electrical Engineering courses:
 - a. ENGR 455 (3) Power System Analysis and Design
 - b. ENGR 458 (3) Power Electronics
 - c. ENGR 460 (3) Probability and Random Processes for Engineers
 - d. ENGR 461 (3) Digital Communications
 - e. ENGR 462 (3) Digital Signal Processing II
 - f. ENGR 463 (3) Communication Networks
 - g. ENGR 465 (3) Wireless Communications
 - h. ENGR 466 (3) Introduction to VLSI Systems
 - i. ENGR 467 (3) Real-Time and Embedded System Design
 - j. ENGR 468 (3) Advanced Digital System Design
 - k. ENGR 470 (3) Microwave Engineering
 - l. ENGR 471 (3) Radio Frequency Integrated Circuits
 - m. ENGR 472 (3) Fibre Optics and Photonics
 - n. ENGR 473 (3) Antennas and Propagation
 - o. ENGR 474 (3) Analog Integrated Circuits

5. The following new Mechanical Engineering courses:
 - a. ENGR 475 (3) Materials Selection and Design
 - b. ENGR 476 (3) Mechanics of Materials II
 - c. ENGR 477 (6) Mechanical Engineering Laboratory
 - d. ENGR 478 (3) Alternative Energy Systems
 - e. ENGR 480 (3) Modern Control
 - f. ENGR 481 (3) Mechatronics
 - g. ENGR 483 (3) Advanced Vibrations: Simulation and Optimization
 - h. ENGR 484 (3) Heat and Mass Transfer
 - i. ENGR 485 (3) Heating, Ventilating, and Air Conditioning
 - j. ENGR 486 (3) Robot Modelling and Control
 - k. ENGR 487 (3) Digital Control
 - l. ENGR 488 (3) Advanced Engineering Dynamics
 - m. ENGR 489 (3) Multicriteria Optimization and Design of Experiments
 - n. ENGR 490 (3) Applied Fluid Mechanics

Faculty of Arts and Sciences

6. The following revised program:
 - a. Earth and Environmental Sciences
7. The following new program and course:
 - a. History Honours Program/HIST 499 (3) Undergraduate Honours Thesis

Faculty of Creative and Critical Studies

8. The following new courses:
 - a. CRWR 250 (3) Workshop in Creative Writing: Screenwriting
 - b. GERM 302 (3) Contemporary German Literature in Translation
 - c. GERM 303 (3/9) d Topics in German Studies (in English)
 - d. JPST 420/CULT 420 (3) Japanese Video Game Studies
 - e. SPAN 251 (3) Upper-Intermediate Spanish I
 - f. SPAN 252 (3) Upper-Intermediate Spanish II
 - g. SPAN 280 (3/6) d Topics in Hispanic Cinema
 - h. THTR 103 (3) Acting for Stage and Screen
 - i. THTR 280 (3/6) d Devised Public Performance
 - j. THTR 411/CULT 480 (3) Performance Studies
9. The following revised program:
 - a. Interdisciplinary Performance Program

Appendix B: Regular Senate Meeting Dates 2009/2010

All dates/times are Wednesdays from 3:30p.m. – 5:30p.m. (unless otherwise noted). The location of the meetings is LIBRARY 317.

SENATE MEETING DATES

- September 23
- October 21
- November 25
- December 17 (Thursday)
- January 27
- February 24
- March 24
- April 28
- May 17

Appendix C: Academic Year 2009/2010

Please be advised that the draft academic year dates for 2009/2010 are available for review at:

<http://okanagan.students.ubc.ca/calendar/academicyear.cfm?go=2009&action=draft>

These draft dates were circulated widely around campus in November and all departments listing program-specific dates have been consulted. Senators interested in how these dates are determined are invited to read the policy compilation “Senate Policy and Current Practice on Term and Examination Scheduling” as part of the Senate Policy.

Abstracts at:

<http://www.senate.ubc.ca/okanagan/policies.cfm?ID=8>

Key Dates for 2009/2010 Terms 1 and 2:

Term 1

Number of Teaching Days: 60

Tuesday, September 8, 2009

Wednesday, September 9, 2009

Thursday, November 12, 2009

Friday, December 4, 2009

Tuesday, December 8, 2009

Tuesday, December 22, 2009

Create student orientation

Classes begin for all Faculties

Term 1 mid-term break

Last day of Term 1 classes for most Faculties

First day of exams Term 1

Last day of exams Term 1

Term 2

Number of Teaching Days: 63

Monday, January 4, 2010

Monday, February 15-19, 2010

Wednesday, April 9, 2010

Wednesday, April 14, 2009

Wednesday, April 28, 2009

Classes begin for all Faculties

Term 2 mid-term break

Last day of Term 2 classes for most Faculties

First day of exams Term 2

Last day of exams Term 2

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11 February 2009

To: Okanagan Senate
From: Nominating Committee
Subject: Senator Committee Assignments (approval)

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

Academic Policy Committee

That Dr. Kathy Rush be appointed to the Academic Policy Committee as a Faculty Representative until 31 August 2011 and thereafter until replaced.

That Ms. Jennifer Walker be appointed to the Academic Policy Committee as a Student Representative until 31 March 2009 and thereafter until replaced.

Learning and Research Committee

That Ms. Carolyn Cody be appointed to the Learning and Research Committee as a Student Representative until 31 March 2009 and thereafter until replaced.

Respectfully Submitted,
Dr. Jan Cioe
Acting Chair, Nominating Committee

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11 February 2009

To: Okanagan Senate
From: Nominating Committee
Subject: Appointments to the Council of Senates (approval)

The Nominating Committee is responsible for recommending the following Senators to the Council of Senates.

Standing Committee Chair to the Council of Senates

That Senate recommend that the Chair of the Learning and Research Committee be appointed to the Council of Senates ex-officio.

Appointment of Senators to Council of Senates Representatives Committees One (1) through Five (5)

That Senate appoint the following Senators to the Committees as specified below until 11 February 2012, so as to allow them to serve on the Council of Senates.

Council of Senates Okanagan Representative Committee One

Ms. Carol Scarff (to replace Mr. Peter Arthur)

Council of Senates Okanagan Representative Committee Four

Dean Robert Belton (to replace Dean Bernard Bauer)

Respectfully submitted,
Dr. Jan Cioe
Acting Chair, Nominating Committee

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michelle.kruiswyk@ubc.ca

11 February 2009

To: Okanagan Senate

From: Senate Curriculum Committee

Subject: January Curriculum Proposals (approval)

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

As such, the following is recommended to Senate:

Motion: That Senate approve the new courses brought forward by the Faculty of Arts and Sciences as set out in the attached proposals.

Respectfully submitted,
Mr. Christopher Eaton
Acting Chair, Curriculum Committee



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michelle.kruiswyk@ubc.ca

11 February 2009

To: Okanagan Senate

From: Senate Curriculum Committee

Subject: January Curriculum Proposals

Attached please find the following for your consideration:

Faculty of Arts and Sciences

1. The following new courses:
 - a. CHEM 424 (3) Organometallic Catalysts
 - b. CHEM 426 (3) Advanced Inorganic Synthesis
 - c. PSYO 509 (3) Directed Studies in Psychology



UBC Okanagan Curriculum Proposal Form New Course

Category: 1

<p>Faculty: Arts and Sciences Unit/Dept.: Unit 3 Faculty Approval Date: January 6, 2009 Effective Session: 2009W</p>	<p>Date: November 15, 2008 Contact Person: W. Stephen McNeil Phone: 250.807.8751 Email: s.mcneil@ubc.ca</p>
<p>Proposed Calendar Entries:</p> <p>CHEM 424 (3) Organometallic Catalysts An advanced course describing selected recent developments in catalytic applications of organo-transition metal chemistry. Credit will not be granted for both CHEM 424 and CHEM 524. [3-0-0] <i>Prerequisite:</i> CHEM 338</p>	<p>Draft Calendar URL: N/A</p> <p>Present Calendar Entry:</p> <p>Type of Action: New Course</p> <p>Rationale: This course has been offered previously as a trial 422 special topics course cross-listed with CHEM 524. It had strong undergraduate enrolment and was well-received by students. The graduate version of the course is a regular offering taken by all our inorganic graduate students, so a regular undergraduate offering to be cross-listed with it (in the style of Chem 434/534) would provide a guaranteed upper-level elective to students with a deeper interest in organometallic chemistry, and help them to plan their final years of study.</p> <p>The undergraduate offering differs slightly from CHEM 524 in the assigned work. A student presentation is shorter and offered in pairs, rather than a single-student full-lecture presentation. A literature assignment is narrower in scope, using fewer papers examined in lesser depth, than that asked of the graduate students in the course.</p>



UBC Okanagan Curriculum Proposal Form New Course

Category: 1

Faculty: Arts and Sciences Unit/Dept.: Unit 3 Faculty Approval Date: January 6, 2009 Effective Session: 2009W	Date: November 17, 2008 Contact Person: W. Stephen McNeil Phone: 250.807.8751 Email: s.mcneil@ubc.ca
Proposed Calendar Entries: CHEM 426 (3) Advanced Inorganic Synthesis New synthetic techniques and strategies in transition-metal chemistry, and frontiers of stoichiometric activation reactions, as illustrated with recent literature examples. Credit will not be granted for both CHEM 426 and CHEM 525. [3-0-0] Prerequisite: CHEM 338	Draft Calendar URL: N/A Present Calendar Entry: Type of Action: New course Rationale: This course has been offered previously as a trial 422 special topics course cross-listed with a graduate special topics course, CHEM 521. It had strong undergraduate enrolment and was well-received by students. The graduate version of the course is being proposed as a regular offering taken by all our inorganic graduate students (CHEM 525), so a regular undergraduate offering to be crosslisted with it (in the style of Chem 434/534) would provide a guaranteed upper-level elective to students with a deeper interest in transition-metal chemistry, and help them to plan their final years of study. The undergraduate offering differs slightly from CHEM 525 in the assigned work. A student presentation is shorter, rather than a full-lecture presentation. A literature assignment is narrower in scope, using fewer papers examined in far lesser depth, and without so great a literature searching component, than that asked of the graduate students in the course.



UBC Okanagan Curriculum Proposal Form New Course

Category: 1

<p>Faculty: Arts and Sciences Unit/Dept: Unit 4 - Psychology Faculty Approval Date: January 6, 2009 Effective Session: 2009W</p>	<p>Date: 08.12.02 Contact Person: Jan Cioe Phone: 250-807-8732 Email: jan.cioe@ubc.ca</p>
<p>Proposed Calendar Entries:</p> <p>PSYO 509 (3/6) d Directed Studies in Psychology Allows investigation of a specific topic as agreed upon by the faculty member and the student. <i>Prerequisite:</i> Permission of the Psychology Graduate Coordinator and the course instructor.</p>	<p>Draft Calendar URL: N/A</p> <p>Present Calendar Entry:</p> <p>Type of Action: New graduate course.</p> <p>Rationale: This directed studies course will allow students in our research-intensive graduate program to work on various projects with a variety of faculty. This course will be used for both empirical research as well as for theoretical papers.</p>

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN



OKANAGAN SENATE SECRETARIAT

Enrolment Services
Senate and Curriculum Services

3333 University Way
Kelowna, BC · V1V 1V7
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11 February 2009

To: Okanagan Senate
From: Admissions and Awards Committee
Subject: New Award (approval)

That Senate accept the award as listed and forward it to the Board of Governors for approval; and that a letter of thanks be sent to the donor.

IODE Silver Star Achievement Award: To commemorate its services and achievements for over 50 years, awards totalling \$1,000 have been endowed by IODE Silver Star for second, third or fourth year students at The University of British Columbia Okanagan. Consideration is given to students who demonstrate a combination of academic achievement and extracurricular involvement. The awards are made on the recommendation of the Faculties and Schools at UBC Okanagan, with final selection to be made by the Office of Student Financial Assistance and Awards, with preference given to students with financial need. (First award available for the 2009/10 Winter Session)

Respectfully Submitted,
Dr. Sharon McCoubrey
Chair, Admissions and Awards Committee

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11 February 2009

To: Okanagan Senate

From: Admissions and Awards Committee

RE: Revisions to Visiting Classification (approval), Changing Degree Programs (approval), Canadian Aboriginal Applicants (approval) and English Language Admission Standard (approval)

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

i. **Revisions to Visiting Classification**

Expand the eligibility for Visiting Student status at UBC Okanagan.

Motion: That Senate approve the revised calendar entry to for Visiting Students, first effective for the 2009 summer admission to UBC Okanagan.

ii. **Changing Degree Programs**

Move the evaluation of current UBC Okanagan students who apply to change campus or programs to January/February, in alignment with the evaluation of post-secondary applicants from outside of the University.

Motion: That Senate approve the proposed changes to the admission evaluation timeline for current students changing their degree program, first effective for students entering in 2009.

iii. **Canadian Aboriginal Applicants**

Clarify and amend the application process and criteria for Canadian Aboriginal applicants.

Motion: That Senate approve the proposed changes for Canadian Aboriginal Applicants considered for admission UBC Okanagan, effective for the 2010 admission year.

iv. **English Language Admission Standard**

To adjust the requirement, that minimum English language test scores be met in single sitting of the test.

***Motion:** That Senate approve the proposed change to the English Language Admission Standard at UBC Okanagan, effective for the 2010 admission year.*

Respectfully Submitted,
Dr. Sharon McCoubrey
Chair, Admissions and Awards Committee



Calendar Change Proposal Form

<p>Approval Date:</p> <p>Effective Session: 2009S onward</p> <p>Year for change: Print in the next online and print calendar for the purpose of advising prospective Visiting Students.</p>	<p>Date: January 2009</p> <p>Contact Person: Paul Poole, Program Manager, Non-degree Studies, Enrolment Services</p> <p>Phone: 604-822-1428</p> <p>Email: paul.poole@ubc.ca</p>
<p>Proposed Calendar Entry:</p> <p>Visitor. A student enrolled in studies for transfer to a degree program at another recognized post-secondary institution. For applicable fees, see Chapter III, "Fees, Financial Assistance, and Scholarships." Students must be in good standing at the home institution and must submit a Letter of Permission with their application. Course registrations will be made on a space-available basis only. A Letter of Permission is valid for one session only. A Letter of Permission must be submitted for any subsequent sessions in which a student wishes to register for courses.</p>	<p>URL from Web Calendar: http://okanagan.students.ubc.ca/calendar/index.cfm?tree=2,32,0,0</p> <p>Present Calendar Entry:</p> <p>Visitor. A student enrolled in studies for transfer to a degree program at another recognized post-secondary institution university. For applicable fees, see Chapter III, "Fees, Financial Assistance, and Scholarships." Students must be in good standing at the home institution university and must submit a Letter of Permission with their application. official transcripts and a Letter of Permission with their application. Course registrations will be made on a space-available basis only. A Letter of Permission is valid for one session only. A Letter of Permission must be submitted for any subsequent sessions in which a student wishes to register for courses.</p> <p>Type of Action:</p> <p>Expand the eligibility for Visiting Student status at UBC Okanagan and remove the requirement for official transcripts to align with the current practice in the Non-degree Studies unit.</p> <p>Rationale:</p> <p>The language restricting visiting students to those from another university made sense in past, when degrees were only offered at universities. That is no longer the case. Students may now complete credentials (degrees, associate degrees, diplomas and certificates) to which UBC Okanagan courses could be applied at a range of recognized post-secondary institutions including colleges, universities and institutes of technology.</p>



	<p>The requirement for a transcript was dropped in practice some time ago when it was decided that visiting students would be assigned a registration date and time based on their visiting student status rather than on an admission average. Since then, visiting students have submitted only a letter of permission confirming approval for the course(s) at that they will transfer back to a credential at the home institution.</p>
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Calendar Change Proposal Form

<p>Approval Date:</p> <p>Effective Session: Effective for 2009 admission to UBC Okanagan.</p> <p>Year for change: To be posted to the calendar upon approval for the purpose of advising prospective students.</p>	<p>Date: January 2009</p> <p>Contact Person: Rosalie Vlaar, Senior Policy Analyst, Undergraduate Admissions</p> <p>Phone: 822-4240</p> <p>Email: rosalie.vlaar@ubc.ca</p>
<p>Proposed Calendar Entry:</p> <p><u>II. Admission to UBC Okanagan</u></p> <p>Changing Degree Programs</p> <p>UBC students who wish to transfer to a different program must complete the Change of Degree Program/Campus form on the Student Service Centre (SSC) and pay the \$60.00 application fee. Former UBC students can also apply for readmission and change of program or campus using the same form. Readmission and Change of Degree Program forms are considered for the Winter Session only.</p> <p>Students applying to change degree programs are required to meet faculty or school prerequisites.</p> <p>Academic evaluations are based on the average of the most recently completed college or university credits attempted to a maximum of 30 credits, including failures and repeated courses, unless otherwise prescribed by the program to which admission is sought.</p>	<p>URL from Web Calendar:</p> <p>http://okanagan.students.ubc.ca/calendar/index.cfm?tree=2,274,0,0</p> <p>Present Calendar Entry:</p> <p><u>II. Admission to UBC Okanagan</u></p> <p>Changing Degree Programs</p> <p>UBC students who wish to transfer to a different program must complete the Change of Degree Program/Campus form on the Student Service Centre (SSC) and pay the \$60.00 application fee. Former UBC students can also apply for readmission and change of program or campus using the same form. Readmission and Change of Degree Program forms are considered for the Winter Session only. For current UBC students, evaluations for degree changes will take place in mid-June when final grades for the previous Winter Session are released to Undergraduate Admissions^{1,2}. Because of this unavoidable delay, applicants awaiting faculty transfer decisions may wish to register for courses using the eligibility from their current program.</p> <p>Students applying to change degree programs are required to meet faculty or school prerequisites.</p> <p>For current UBC students applying for admission to the Faculty of Education at UBC Okanagan, evaluations for degree changes will be based on interim grades achieved over the last 30 transferable credits of course work attempted.</p> <p>²For current UBC students applying for</p>



	<p>admission to the School of Social Work at UBC Okanagan, evaluations for degree changes will be based on interim grades achieved over the last 30 transferable credits of course work attempted.</p> <p>Type of Action: Move evaluation of current UBC Okanagan students who apply to change campus or programs to January/February, in alignment with the evaluation of post-secondary applicants from outside of the University.</p> <p>Rationale: This change will align the evaluation and timing of admission offers to UBC Okanagan students who have applied to change programs or campuses with non-UBC applicants. This supports the principles of fairness and timeliness of offers, as articulated in the “Principles of Effective Undergraduate Admission” document.</p> <p>The footnotes previously required for Education and Social Work will no longer be required as interim admission evaluation would become the norm for applicants to the University.</p>
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UBC Okanagan Calendar Change Proposal Form

<p>Approval Date:</p> <p>Effective Session: Effective for 2010 admission to UBC.</p> <p>Year for change: To be posted to the calendar upon approval for the purpose of advising prospective students.</p>	<p>Date: November 25, 2008</p> <p>Contact Persons: Graeme Joseph, Aboriginal Student Recruiter-Advisor, Enrolment Services 604 822-8840 graeme.joseph@ubc.ca</p> <p>Lyle Mueller, Director of Indigenization and Internationalization, UBC Okanagan 250.807.9195 lyle.mueller@ubc.ca</p> <p>Rosalie Vlaar, Policy Analyst, Enrolment Services 604-822-4240 rosalie.vlaar@ubc.ca</p>
<p>Proposed Calendar Entry:</p> <p>Canadian Aboriginal Applicants</p> <p>The University of British Columbia is dedicated to making the University's vast resources more accessible to Aboriginal people, and to improving the University's ability to meet their educational needs. The University recognizes that Aboriginal students make valuable contributions to its learning environment and therefore invites inquiries and applications from Aboriginal candidates to its many and diverse fields of study.</p> <p>UBC may consider applicants who do not meet the current competitive admission cut-off set by the individual faculties and schools, but who meet the University-wide academic minimum</p>	<p>URL from Web Calendar: http://okanagan.students.ubc.ca/calendar/index.cfm?tree=2,14,0,0</p> <p>Present Calendar Entry:</p> <p>Canadian Aboriginal Students</p> <p>The University of British Columbia is dedicated to making the University's vast resources more accessible to Aboriginal people, and to improving the University's ability to meet their educational needs. The University recognizes that Aboriginal students make valuable contributions to its learning environment and therefore invites inquiries and applications from Aboriginal candidates to its many and diverse fields of study.</p> <p>Those who do not meet the current academic standing set by the individual faculties and schools, but who meet the University-wide academic minimum of 67% for first-year programs, will be considered on</p>



<p>of 67% for first-year programs or 2.0 for applicants applying from a recognized post-secondary institution. Applicants must also satisfy program pre-requisites set by the individual faculties and schools.</p> <p>If you wish to be considered under this admission category, you must complete an <u>Aboriginal Supplemental Application</u> in addition to the application for admission to UBC. Applicants will be considered on an individual basis by the applicable faculty or school in consultation with a representative of UBC Okanagan Aboriginal Programs and Services. Achievements that indicate an ability to succeed at university such as educational history, cultural knowledge, community participation, work experience, and educational goals will be considered.</p> <p>For the purpose of application and admission to UBC Okanagan, and in accordance with the <i>Constitution Act, 1982</i>, Part II, Section 35(2), being Schedule B to the <i>Canada Act 1982</i> (U.K.), 1982, c. 11, an Aboriginal applicant is an Indian, Inuit, or Métis person of Canada.</p>	<p>an individual basis by the applicable faculty or school and a representative of UBC Okanagan Aboriginal Programs and Services. Educational history, cultural knowledge, work experience, educational goals, and achievements that indicate an ability to succeed at university will be considered.</p> <p>Each applicant must submit two letters of reference from persons specifically able to assess the applicant's potential for academic success. One reference letter should be from a recognized Aboriginal organization or community leader. Applicants must also submit a personal letter outlining their academic objectives.</p> <p>For the purpose of application and admission to UBC Okanagan, and in accordance with the <i>Constitution Act, 1982</i>, Part II, Section 35(2), being Schedule B to the <i>Canada Act 1982</i> (U.K.), 1982, c. 11, an Aboriginal applicant is an Indian, Inuit, or Métis person of Canada.</p> <p>Type of Action: Clarify and amend the application process and criteria for Canadian Aboriginal applicants.</p> <p>Rationale:</p> <p style="text-align: center;">Eligibility</p> <p>1. The present policy indicates that Canadian Aboriginal applicants may be eligible for direct admission to a degree program should they meet the University's basic admission requirements although they would not meet the competitive cut-offs; the current policy makes no reference to program-specific requirements. Experience to date indicates that applicants</p>
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	<p>have always been required to meet the program specific course requirements; however, the Deans (or designates) have been flexible with the admitting GPA. The revised policy language is clearer on this point.</p> <p>2. It should be noted that, because of the complex process that has been in place for admission via this policy to date, Aboriginal applicants have, instead, been considered under “Dean’s Discretion”, which bypasses the requirement for letters but which has been held to providing evidence of being Aboriginal.</p> <p>3. The eligibility requirements direct the policy towards Canadian Aboriginal peoples as defined within the Constitution. It is occasionally desirable to require documentation to verify that applicants are actually Aboriginal. A verification statement has been included in the revised policy language.</p> <p style="text-align: center;">Application</p> <p>4. To be considered through the current policy, applicants would be required to submit three reference letters. This requirement is far more than we ask of any other applicants. In many instances students have trouble providing the community reference letter because of their political or life reasons. Consultation between Aboriginal Programs and Services in the Okanagan and the Longhouse in Vancouver have led to the creation of a Supplemental Application form in which applicants must answer a series of questions and provide contact information for two referees (an academic and community) for to purpose of verifying the information. This would alleviate much of the burden of relying on third parties to submit documentation in support of the applicant.</p> <p>The Supplemental Application would only be open to those Aboriginal students who self-identify. This new process is anticipated to cut down on document collection and application processing time.</p> <p style="text-align: center;">Evaluation</p> <p>5. Through the use of a set of questions,</p>
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	<p>Aboriginal Programs and Services and the program or school being entered will be able to ensure that the student provides the relevant information required.</p> <p>6. Evaluators would be able to contact the applicant's references in order to verify the information provided on the Supplemental Application form. It is proposed that the Aboriginal Programs and Services would contact the community reference, while the program area would contact the academic reference.</p> <p>7. To make the evaluation process as transparent as possible, it is proposed that the Aboriginal Advisor and the Faculty Evaluators would use established criteria to review all student applications. If the student had not been admitted, the Aboriginal Advisor or Faculty Evaluations should be able to provide written feedback to the applicant advising them about their application and what could be improved should they wish to reapply to the program in the future.</p> <p>8. The Aboriginal Supplemental Application (Appendix A) would supplement rather than replace any broad-based admission process in place for a program.</p>
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APPENDIX A: SUPPLEMENTAL APPLICATION

**Undergraduate Admissions
Supplemental Application for Aboriginal Students
Version 1.3 (January 2009)**

All students who apply to UBC must meet the university's general entrance requirements as well as requirements specific to the program to which they are applying. These requirements include a competitive admission average that students must meet in order to be accepted to the program. Most Aboriginal students admitted to UBC meet both sets of requirements, including the competitive admission average.

If you are a Canadian Aboriginal student who does not meet your program's competitive admission average, UBC has an Aboriginal Admission Policy that allows the University to consider your application outside of the competitive process of admission. To be considered through this policy you must submit this supplemental application form before June 1st. It is best to complete this form well in before April 1st to ensure a timely evaluation before course registration.

If you have any questions, please contact Graeme Joseph, Aboriginal Student Recruiter – Advisor at 604-822-8840 or by e-mail at graeme.joseph@ubc.ca.

Applicant Name: _____

Applicant Reference Number: _____

Date of Birth: _____

Question 1: Please tell us about your educational goals. (Maximum length: 250 words)

Question 2: Please describe a significant educational experience that you have had and explain how this experience relates to your desire to attend UBC. (Maximum length: 250 words)

Question 3: Please list your activities and experiences, including work experience, community service, and involvement in clubs, athletic and cultural organizations, and volunteer work for the past five years. Use the Description field to explain how you were involved in each activity. If

you do not find your activity listed, select OTHER. (Please do not feel compelled to fill all of the spaces provided).

Activity Type	Activity & Experiences	Position Held	Date	Description
Athletics	Soccer	Team Captain	2000-2009	Member of the Kispiox Eagles from 2007-2009.

Question 4: (Optional) Please list any awards, achievements, honors or recognition that you have received in the past five years. Include both academic and non-academic achievements such as sports, community service, and cultural achievements.

Awards and Achievements	Year Received	Description

Question 5: (Optional) Please include any additional information about yourself that you would like the evaluators to consider. For instance, you might use this space to describe how you identify as an Aboriginal person. Or, you may use it to describe challenges that you have experienced during your studies that have impacted your academic performance. (Maximum length: 500 words)

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Question 6: Please provide the names of two references who we could contact to verify the information you have provided. Your first reference must be an academic reference (a teacher, counselor, principal, instructor, or professor). Your second reference may be an Aboriginal community reference (from a recognized Aboriginal leader or organization) or an alternate community reference. Please note we may ask your references to provide additional information relevant to your application.

Name: Contact Phone Number: Contact E-mail: Relationship to you:	
Name: Contact Phone Number: Contact E-mail: Relationship to you:	

Declaration

A. I certify that I have provided accurate information and that all writing in this application is my own. I authorize the verification of this information for admission.

B. I certify that I am an Aboriginal person. (For the purpose of admission to UBC and in accordance with the *Constitution Act, 1982*, Part II, Section 35(2), being Schedule B to the *Canada Act 1982* (U.K.), 1982, c. 11, an Aboriginal person is an Indian, Inuit, or Métis person of Canada. We may require applicants to provide documentation supporting their Aboriginal self-identification.

C. I understand that falsification or plagiarism of my application will result in the withdrawal of my application and/or the offer of admission.

- I have read and I agree with this declaration
- I do not agree with this declaration

Save Button



UBC Okanagan

Calendar Change Proposal Form

<p>Approval Date:</p> <p>Effective Session: Effective for the 2010 admission to UBC.</p> <p>Year for change: To be posted to the calendar upon approval for the purpose of advising prospective students.</p>	<p>Date: January 15, 2008</p> <p>Contact Persons: Rosalie Vlaar, Senior Policy Analyst, Undergraduate Admissions 604-822-4240 rosalie.vlaar@ubc.ca</p> <p>Linda Hatt, Associate Dean Faculty of Arts and Sciences 250 807-9323 linda.hatt@ubc.ca</p>
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English Language Proficiency Tests

URL from Web Calendar:

<http://okanagan.students.ubc.ca/calendar/index.cfm?tree=2,19,0,0>

Type of Action: Requirement that minimum English language test scores be met in single sitting of the test.

Rationale:

A working group that is currently examining the University’s requirements to satisfy the English Language Admission Standard recommends that applicants should satisfy the minimum requirements on test scores in a single test sitting, as opposed to the current practice of permitting applicants to focus on individual test sections and submit multiple results to cumulatively satisfy our minimum requirements (via a mixing and matching of scores).

The Education Testing Services (ETS), the organization that administers the Test of English as a Foreign Language (TOEFL) strongly suggests that “mixing and matching” section scores is poor practice and should not be followed. They indicate that that language should be viewed holistically.

Further, English proficiency test “cram schools” suggest that students who might be struggling with English should study reading and writing intensely, achieve the minimum test scores in those areas, and then focus exclusively on speaking and listening. Ameliorating the effects of this approach can be achieved by not allowing the mixing of section scores. Put another way, UBC want and expect that test scores be a true representation of a student’s ability to function in an English-speaking academic environment and we undermine that by allowing the mixing of section scores. The proposed addition to footnote #1, below, addresses this concern.



UBC Okanagan

Proposed Table of English Language Proficiency Tests (Proposed Calendar text shown below in **red bold** under *footnote 1*):

English Language Proficiency Tests

	Test	Competence Level ¹
CAE	Certificate in Advanced English ⁴	B
CAEL	Canadian Academic English Language assessment	overall 70
	With the speaking sub-test	60
CEL	UBC Certificate in English Language ²	600
CELP	Canadian English Language Proficiency Index Program ³	
	CELPIT-A (Academic Reading and Writing) ³	4L
	CELL (Listening)	4L
	CELTOP (Speaking)	4L
CPE	Certificate of Proficiency in English ⁴	C
IELTS	International English Language Testing System (Academic)	6.5 with no part less than 6.0
MELAB	Michigan English Language Assessment Battery	85 final score, with 3 in the speaking test
TOEFL	Test of English as a Foreign Language	
	Either the Paper-based test	55
	With the TWE (Test of Written English)	4.0
	Or the Computer-based test	22
	With the essay	4.0
	Or the Internet-based test	Overall Score: 86
		Reading: 21
		Listening: 21
		Writing: 20
		Speaking: 20

¹ Unless otherwise stated, the score is the minimum on each part of the examination. **Minimum scores must be achieved in a single sitting of the test (i.e. scores across multiple instances of a test may not be used to satisfy minimum component requirements).** Tests taken more than two years prior to application for admission will not be considered.

² See the [UBC English Language Institute](#) for further details.

³ From UBC's Applied Research and Evaluation Services (ARES). The Canadian English Language Proficiency Index Test — Academic (CELPIT-A) portion of this test satisfies the Language Proficiency Index (LPI) requirement for first-year English courses at UBC with a score of at least 5 on the essay section.

⁴ Administered by the University of Cambridge ESOL Examinations organization.