

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN



OKANAGAN SENATE SECRETARIAT Enrolment Services Senate and Curriculum Services

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THE OKANAGAN SENATE

AGENDA

Thursday 17 December 2009

3:30 pm to 5:30 pm

LIB 317 | UBC OKANAGAN CAMPUS

1. **Call to Order - Dr. Doug Owram**
2. **Minutes of the Previous Meeting, 25 November 2009 (approval)**
(circulated - Item 2) - **Dr. Doug Owram**
3. **Business Arising from the Minutes - Dr. Doug Owram**
4. **President's Remarks and Related Questions - Professor Stephen Toope**
5. **Deputy Vice-Chancellor's Remarks - Dr. Doug Owram**
6. Confirmation that the following items approved by the Okanagan Senate had been subsequently approved by the Board of Governors as required under the *University Act*.

Senate Meeting of 23 September 2009

Curriculum Proposals from the Faculty of Applied Science

New Awards

Senate meeting of 21 October 2009

Curriculum Proposals from the Faculty of Arts and Sciences

New Award

7. Academic Policy Committee – Dr. Jan Cioe

- a. Referral from the Okanagan Senate: Faculty of Commerce & Business Administration, Master of Management (Early Career Masters Program) (approval) (circulated – Item 7a)

8. Admissions and Awards Committee – Dr. Sharon McCoubrey

- a. New Awards (approval) (circulated – Item 8a)
- b. Admission Proposals (approval) (circulated – Item 8b)
 - i. Applicants Following the BC/Yukon High School Curriculum – Admission Requirements
 - ii. Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum
 - iii. Bachelor of Science in Nursing Program, LPN Access
- c. Policy J-50: Secondary School Grade Adjustments for Undergraduate Admission to the University (approval) (circulated – Item 8c)
- d. Criteria for Including Secondary School Courses in UBC Admissions Averages (approval) (circulated – Item 8d)
- e. Report on Grade 11 Pilot Project: Substitution of Grade 11 Grades for Applicants to Direct Entry Undergraduate Programs (approval) (circulated – Item 8e)

9. Agenda Committee – Ms. Rachael L’Orsa

- a. Leave of Absence Requests (approval) (circulated – Item 9a)

10. Report from the Associate Vice-President, Enrolment Services and Registrar – Mr. James Ridge

Status on Report on Enrolment for 2009/2010 Academic Year (oral report)

11. Other Business

**Regrets: Nathalie Hager (250) 807-9259 or email nathalie.hager@ubc.ca
UBC Senates and Council of Senates website www.senate.ubc.ca**



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THE OKANAGAN SENATE

MINUTES - Draft

Wednesday 25 November 2009

3:30 pm to 5:30 pm

LIB 317 | UBC OKANAGAN CAMPUS

Attendance

Present: Dr. D. Owram (Vice-Chair), Mr. J. Ridge, (Associate Vice-President, Enrolment Services & Registrar), Dr. A. Abd-El-Aziz (Provost), Ms. L. Amantea, Dr. P. Arthur, Dean R. Belton, Ms. M. Burton, Dean R. Campbell, Dr. J. Cheng, Dr. J. Cioe, Ms. C. Cody, Dr. F. de Scally, Ms. L. Driscoll, Dr. M. Duran-Cogan, Dr. C. Hodge, Dr. J. Holzman, Ms. C. Hopkins, Dr. J. Johnson, Mr. S. Joseph, Dr. D. Keyes, Dean M. Krank, Ms. C. Kuhn, Dr. R. Lalonde, Ms. R. L'Orsa, Dr. G. Lovegrove, Acting Dean C. Mathieson, Dr. S. McCoubrey, Dr. B. Nilson, Dr. G. Pandher, Ms. L. Patterson, Dr. M. Rheault, Ms. W. Rotzien, Acting Dean K. Rush, Dr. B. Schulz-Cruz, Mr. D. Vineberg, Ms. J. Walker, Dr. S. Yannacopoulos, Ms. G. Zilm

Guests: Ms. L. Castle, Ms. L. Collins, Dr. A. Condon, Mr. C. Eaton, Ms. M. Kruiswyk, Mr. T. Patch, Ms. N. Udzenija

Regrets: Dean T. Aboulnasr, Mr. G. August, Ms. S. Bertrand, Mr. N. Cadger, Dr. J. Castricano, Mr. A. Hu, Dr. A. Joy, Mr. J. Kent, Ms. S. Morgan-Silvester (Chancellor), Acting Dean D. Muzyka, Dr. H. Najjaran, Dr. B. O'Connor, Dr. C. Robinson, Dr. C. Scarff, Prof. S. Toope (President)

Recording Secretary: Ms. N. Hager

Call to Order

In the absence of the President, Vice-Chair Dr. Cioe called to order the third regular meeting of the Senate for the 2009/2010 academic year.

Senate Membership

Vice-Chair of Senate

The Secretary declared that in response to a call for nominations for the election of a Vice-Chair of Senate issued on 26 October 2009, one nomination for Dr. Doug Owram was received and accepted, and Dr. Owram was thus acclaimed as elected.

Dr. Owram assumed the meeting chair as Vice-Chair of Senate.

Minutes of the Previous Meeting, 21 October 2009

Moved: Dr. Cioe

Seconded: Dr. de Scally

That the minutes of the Okanagan Senate Meeting of 21 October 2009 be adopted as circulated.

The motion was put and carried.

Deputy Vice-Chancellor's Remarks

2010 Budget

Dr. Owram reported that the senior administration was fully engaged in 2010 budget planning and that budget proposals from faculties and elsewhere were expected by December. While a number of individual positions were being recruited, 2009 marked UBC Okanagan's final year of build-out funding. Beginning in 2010, government grant funding would be based on enrolment up to a maximum of 9,630 full time equivalent students. Dr. Owram reported that capital projects were on time.

Luncheon Series with Students

Dr. Owram described an on-going series of luncheons hosted by the Deputy Vice-Chancellor for students from different areas. He reported that these discussions were encouraging with students responding positively to the direction of the campus, and noted that two areas had been identified for improvement: the expansion of library and athletics facilities. Dr. Owram thanked Senators and all faculty and staff for their work.

Candidates for Degrees

Moved: Dean Krank

Seconded: Dr. Cioe

That the candidates for degrees as recommended by the Faculties be granted the degree for which they were recommended, effective November 2009, and that a committee composed of the Registrar, the appropriate Dean, and the Chair of the Okanagan Senate be empowered to make any necessary adjustments.

The motion as put and carried with the required 2/3 majority.

Nominating Committee

Committee Member Dr. Jan Cioe presented the report.

Senate Committee Vacancies

Moved: Dr. Cioe

Seconded: Dr. Lalonde

That Mr. Steven Joseph be elected to serve on the Budget Committee of the Council of Senates as Student Representative until 31 March 2010 and thereafter until replaced;

and

That Mr. Daniel Vineberg and Mr. Jonathan Kent be elected to serve on the Academic Policy Committee as Student Representatives until 31 March 2010 and thereafter until replaced;

and

That Ms. Lindsay Amantea be elected to serve on the Appeals of Standing and Discipline Committee as Student Representative until 31 March 2010 and thereafter until replaced;

and

That Mr. Alex Hu be elected to serve on the Admissions and Awards Committee as Student Representative until 31 March 2010 and thereafter until replaced;

And

That Dr. Gareth Jones be elected to serve on the Appeals of Standing and Discipline Committee until 31 August 2011 and thereafter until replaced.

The motion was put and carried.

Joint Report of the Agenda and the Academic Policy Committees

Academic Policy Committee Chair Dr. Jan Cioe presented the report.

Policy Template: "O-1: Format, Development & Administration of Senate Policies"

The two Committees had jointly circulated for approval a proposal to establish Policy O-1: Format, Development & Administration of Senate Policies. The following is an excerpt from the covering memorandum:

The primary goals of this proposal are to:

1. Provide a uniform presentation of the official decisions of Senate;
2. Allow for better record keeping and ease of reference to decisions of Senate;
3. Clarify the position of Senate on matters of academic policy; and
4. Allow for a structured and systematic review and updating of policies affecting academic governance at UBC Okanagan.

Moved: Dr. Cioe

Seconded: Dr. McCoubrey

That Senate approve Policy O-1: Format, Development & Administration of Senate Policies.

Discussion

The assembly recognized Mr. Eaton who noted that a Vancouver version of the same policy was approved by the Vancouver Senate and that over time all current Senate policies would be migrated over to this new format. On behalf of the Secretariat, Mr. Eaton expressed his hope that the new policy template would facilitate the sharing of information between the two campuses.

Dr. Yannacopoulos thanked Mr. Eaton for his efforts. He raised a question why the Okanagan version of the template was not tailored specifically for the Okanagan campus, and noted as an example that the titles of senior administrators referred to ones that were not specific to the Okanagan. Dr. Yannacopoulos asserted the importance of taking special consideration of the Okanagan's unique structure of a Deputy Vice-Chancellor and a Provost.

Dr. Cioe noted that legal titles were used as per the *University Act*. Mr. Eaton explained that practicing titles that might change over time were deemed problematic, and, in the interest of presenting one policy simplified for cross-campus purposes, titles as defined by the *University Act* were used consistently. Dr. Yannacopoulos raised the issue of administrators having titles that did not relate specifically to their positions. Dr. Owram explained that the *University Act*

does not reflect the evolving roles of senior administrators at UBC Okanagan, and offered that the issue of Okanagan titles and roles had been raised with the President.

Dr. de Scally inquired after the purpose of a set review date in two years time, and expressed a concern that efforts to move current policies over to this template might be lost. Mr. Eaton assured the assembly that it was routine practice for all policies to be reviewed within two to five years of their approval date to assess whether they were working in the intention first conceived.

Dr. Duran-Cogan sought clarification on the difference between Senate-approved policies and those approved by the Board of Governors. Dr. Cioe explained that each governing body had its own policies, but that some policies are jointly approved.

The motion was put and carried.

Agenda Committee

Committee Member Dr. Jan Cioe presented the report.

Changes to the Rules and Procedures of the Okanagan Senate

The Committee had circulated a proposal to amend the *Rules and Procedures of the Okanagan Senate* to change the way replacement faculty and student Senators were selected, clarify the calculation of Committee quorums, adjust the order of business at Senate meetings, and to consequentially adjust the numbering scheme.

Moved: Dr. Cioe
Seconded: Ms. Cody

That the Rules and Procedures of the Okanagan Senate be amended as presented.

Discussion

Mr. L'Orsa proposed an amendment to the rule specifying how students were replaced.

Moved: Ms. L'Orsa
Seconded: Ms Amantea

That the proposed changes to the Rules and Procedures of the Okanagan Senate be amended to add the following to the proposed Section 13 (c) (proposed changes in bold):

“In the case of a student senator by the Senate from those persons who received the most number of votes in the most recent election to that office who were not elected, and in the case where no such persons exist, are able, or are willing to serve, by the Senate on the recommendation of the University of British Columbia Students’ Union Okanagan.”

Discussion on the Proposed Amendment

On behalf of the UBC Okanagan Students’ Union, Ms. Cody spoke against the motion to amend. Ms. Cody argued that the proposal to allow the Students’ Union Okanagan (SUO) to recommend a candidate to Senate followed that of the Vancouver Alma Mater Society, and questioned why the same process would not be acceptable in the Okanagan. She explained that, in Vancouver, candidate resumes were discussed in advance and the best candidate was recommended to Senate. Speaking in favour of the main motion, she noted that, as the Okanagan *Rules* were currently written, a candidate who received no votes at all in the previous election could be invited to fill a vacant Senate seat.

Ms. L’Orsa pointed out that the Vancouver campus operated substantially differently from the Okanagan campus: slates were not recognized and balloting was conducted electronically. She argued that successful practices at one campus were not necessarily the best choice for the other campus.

Dr. de Scally inquired if the intent of the proposed amendment was to prevent a student with no previous history and no experience from gaining a seat on Senate. Mr. L’Orsa replied in the affirmative, and added that the proposed amendment sought to prevent the SUO from recommending friends or otherwise known students who were part of a slate of candidates affiliated with the SUO.

Ms. Amantea spoke in favour of the motion to amend and expressed her belief that a student Senator vacancy should go to the individual who had previously declared their candidacy. She felt that the proposed amendment would prevent the SUO from recommending a name on short notice and without proper consultation with the student body.

Dr. Rheault suggested a by-election to mirror the proposed practice for faculty elections. Dr. Cioe noted that a by-election would be costly and time-consuming.

Several students spoke in favour of the main motion.

Dr. Duran-Cogan wondered why some students felt the SUO was not representative of all students on campus. Dr. Ogram explained that some distrust could be traced back to the February bi-election where some unsuccessful independent candidates had attributed their loss to unfair voting procedures. Ms. Amantea expressed the opinion that many students were seeking alternative representation other than the options presented by the SUO.

Ms. Driscoll confirmed that student terms were of 12 months' duration, from April 1 to March 31.

The proposed amendment was defeated: 18 against, 9 in favour.

Discussion on the Main Motion

Dr. Johnson proposed an amendment to the rule how faculty were replaced.

Moved: Dr. Johnson

Seconded: Dr. Lalonde

That the proposed changes to the Rules and Procedures of the Okanagan Senate be amended to add the following to the proposed Section 13 (b):

(proposed changes in bold)

*"In the case of a faculty senator ~~elected by a specific faculty by that faculty, or by an election of the joint faculties if elected by the joint faculties~~ In the case of a faculty senator **by a by-election conducted by the Registrar at the earliest opportunity; or**"*

Discussion on the Proposed Amendment

Dr. Cioe noted that this scenario had not been discussed by the Academic Policy Committee; Mr. Eaton confirmed that the proposed process was indeed possible.

Dr. Johnson stressed the importance of timeliness, transparency, and proper and consistent process. Mr. Eaton noted that as per *Rules* the minimum time required to conduct a by-election was seven weeks.

The proposed amendment was carried.

Discussion on the Principal Motion

Dr. Lalonde inquired why, in Section 20 *Order of Business*, committee reports were proposed in alphabetical order. Ms. Collins explained that this was an arbitrary solution, but that it still permitted the Agenda Committee to alter the order of reports as needed.

The motion was carried with two opposed.

Academic Policy Committee

Committee Chair Dr. Jan Cioe presented the report.

Intercampus Student Mobility

Moved: Dr. Cioe

Seconded: Dr. Abd-El-Aziz

That Senate approve in principle the framework as outlined in the Intercampus Student Mobility documents, and direct the Secretary to prepare revisions to the necessary policies for consideration by the appropriate Senate Committees.

Discussion

Dr. Duran-Cogan inquired if it was accurate that so many students were transferring to the Vancouver campus, and expressed concern about this apparent trend. Dr. Cioe referred to the data cited in the background documents: in 2008W, 115 students transferred from Okanagan to Vancouver and 14 students transferred from Vancouver to Okanagan. Dr. Cioe offered that after the three year 'sunset clause' expired the framework would be revisited.

Dr. Abd-El-Aziz confirmed that the proposed framework applied only to undergraduate students. Ms. Collins noted that many of the principles in the background documents could be applied to graduate students, and that the applicability of any related policies to come before Senate for approval would be made clear.

The motion was put and carried.

Policy on Student Safety Abroad

Dr. Cioe noted that the draft policy had been circulated to Senate for information, and had been also been circulated to the Vancouver Senate. The Board of Governors had also posted the policy for public comment (see http://www.universitycounsel.ubc.ca/news/Student_Safety_Abroad_Policy_Public_Consultation_Draft_Dec3.pdf). Once the consultation process was completed, a final proposed policy would come before each Senate for approval of the academic sections.

Dr. Owram explained that the goal of the policy was to allow for a clear understanding of the responsibilities of students when planning travel abroad for University purposes.

Dr. Cioe drew Senate's attention to the sections containing explicit academic implications and that required Senate's approval: Article 2 of the Policy - *Definitions* and the following articles in the Procedures - Article 5 *Travel to Level 2*

“Exercise High Degree of Caution” Travel Advisory Destinations; Article 6 Travel to Travel to Level 3 “Avoid non-essential travel or Level 4 “Avoid all travel” Travel Advisory Destinations; Article 7 Revocation of Authorization; and Article 9 Unauthorized Travel.

Academic Concession

The Committee had circulated a revised policy on academic concession. The following is an excerpt from the covering memorandum:

The aim of the revised policy entry is to simplify what is becoming a growing and yet incomplete list of circumstances that may lead to requests for academic concession by grouping them into two distinct categories: conflicting responsibilities and unforeseen events. As well, the policy aims to provide one source of information that clarifies the responsibilities of both the University and the student when requests for academic concession are made. Lastly, the policy introduces a reference to the Senate appeals process.

Moved: Dr. Cioe
Seconded: Mr. Joseph

That Senate approve the revisions to the policy on Academic Concession.

Discussion

In response to an inquiry from Dr. de Scally on how the revised policy would affect the potential issue of athletes submitting academic concession requests in order to participate in sport, Ms. Collins clarified that the proposed policy created eligibility for students to request concession but did not imply an obligation on the part of instructors to automatically grant it.

Dr. de Scally requested clarification about “working to support one’s family” as grounds for academic concession. Dr. Oworm described the revised policy as a continuation of current practice. Dr. Cioe explained that the academic requirements of each course must be met under either the current and proposed policies, and that instructors could choose to deny unreasonable requests.

Dr. Johnson sought clarification on the options for student appeal in cases where academic concession is denied by the dean or director. Ms. Collins clarified that the procedures for the Senate Committee on Appeals of Standing and Discipline anticipate a decision on behalf of a Faculty; students are expected to submit their request for academic concession to instructors directly, and then continue up the administrative ladder to the unit head, director and/or dean if necessary.

The motion was put and carried.

Curriculum Committee

Committee Chair Dean Robert Campbell presented the report.

Curriculum Proposals from the Faculties of Arts & Sciences and the Faculty of Management

See also, 'Appendix A: Curriculum Summary.'

Moved: Dean Campbell

Seconded: Acting Dean Mathieson

That Senate approve the new courses brought forward by the Faculty of Arts & Sciences and the Faculty of Management as set out in the attached proposal.

Discussion

On behalf of the Faculty of Creative and Critical Studies (FCCS), Dean Belton raised several objections to *POLI 435: International Politics on Film* as proposed by the Barber School of Arts and Sciences. The following is an extract from the proposal:

POLI 435 (3): Major themes and conflicts of international politics in the modern age through an exploration of key works of political cinema.

The assembly divided POLI 435 from the balance of the curriculum proposals for separate consideration.

Discussion on POLI 435

Dean Belton noted that on consultation FCCS did not support the proposal, and had expressed their concerns to the Senate Curriculum Committee. He summarized that the course description was written as a film studies course, and was identical to an FCCS course, and that the course was not of sufficient quality. Dr. Cioe responded that the Barber School had considered FCCS's concerns but felt that the fact that the course contained film as a medium did not necessarily make it a film studies course. Dean Belton stressed that the Faculty's most significant objection was that the course did not meet the standard. Dr. Keyes supported Dean Belton's objections.

Ms. Amantea noted that she had previously taken this course and would not describe it as a film studies course. Dr. Cioe clarified for Senators that the course had previously been offered as a special topics course.

Dr. Hodge spoke in favour of the motion to approve the new course, suggesting that FCCS was adopting a hegemonic stance and in effect requesting a veto

power. Dr. Hodge rejected FCCS's concerns over quality, and asserted the Barber School's freedom to teach content it feels is appropriate.

Dr. Johnson noted that UBC routinely allows subjects to be taught by faculty in other disciplines and in other faculties. He suggested that if this was the issue before Senate that it be brought before the assembly in a more organized fashion.

Dr. Cioe reminded Senate that POLI 435 was unanimously approved by the Barber School of Arts and Sciences, and by the Curriculum Committee.

The motion to approve POLI 435 was approved with two objections.

The motion to approve the balance of the curriculum proposals was put and carried.

Faculty of Commerce and Business Administration: Master of Management (Early Career Masters Program) Offered at UBC Okanagan

Dean Campbell noted that he had been asked by the Senate Curriculum Committee to bring this item forward for information.

The following is an excerpt from a backgrounder written Dr. Brian Bemmels, Senior Associate Dean, Academic Programs, in the Sauder School of Business:

The Sauder School of Business, R. H. Lee Graduate School of Business, in partnership with the Faculty of Management, UBCO intends to offer the Early Career Masters (ECM) stream of the Master of Management (MM) degree program at the FOM, UBCO.

[...]

Sauder will administer the program delivery at UBCO, but we expect that most of the program will be taught by members of the FOM. Sauder Business Career Centre, in partnership with UBCO Career Services, will provide extensive career assistance to students and graduates. The program delivery will be funded completely from tuition proceeds. No additional resources are required from UBCO. Faculty teaching will be considered overload and faculty will be paid a stipend for teaching (at Sauder, the ECM and several other professional graduate degree programs are staffed by this same method). Any net proceeds from the operation of the program will be retained in FOM to support research, program development or other activities within the FOM.

Dean Campbell asked Senate why the Early Career Masters (ECM) program was not proposed for approval by the Okanagan Senate as a UBC Okanagan program taught on this campus by UBC Okanagan faculty.

Dr. Pandher was asked to comment on behalf of the Faculty of Management. Dr. Pandher acknowledged that the Faculty of Management had expressed their interest in participating in a graduate program, but that the arrangement as summarized in the Sauder memorandum came as a surprise in that the Faculty's assumption was that the ECM would be a UBC Okanagan program. Given Dr.

Pandher's surprise, Dr. Johnson noted that it seemed that the Faculty of Management had not been fully consulted.

The assembly considered which Senate committee was best suited to consider a referral from Senate. Dr. Lalonde suggested that the EMC be referred to the Okanagan Senate Academic Policy Committee.

Moved: Dr. Lalonde

Seconded: Dr. de Scally

That Senate refer the matter of the appropriateness of the Faculty of Commerce and Business Administration: Master of Management (Early Career Masters Program) Offered at UBC Okanagan to the Academic Policy Committee to make a recommendation to Senate.

Discussion

Dr. Johnson spoke in favour of the motion and described the issue as a serious matter. He expressed his feeling that the Curriculum Committee was ill-suited to consider the arrangement as laid out in the Sauder memorandum and advise Senate on its meaning.

On behalf of the Secretariat, Ms. Collins stated that at the moment UBC Okanagan did not offer a Master of Management. If the Faculty of Management were to propose a program and it was approved by the Okanagan Senate, the Board of Governors, and the Ministry of Advanced Education and Labour Market Development, the Okanagan Senate would have full authority. She drew parallels to the Southern Medical Program in that both programs operated under the authority of Vancouver Faculties and the Vancouver Senate but had students at the Okanagan campus.

Dr. Hodge supported the motion to refer the matter to the Academic Policy Committee.

Dean Krank also spoke in favour of the referral, and disagreed that the arrangement outlined by Sauder was in any way similar to the Southern Medical Program. Unlike Medicine, where there was just one Faculty of Medicine under the authority of the Vancouver Senate, UBC Okanagan had established a Faculty of Management. He observed further that the Sauder memorandum named the Faculty of Management as a partner, and as the Faculty of Management was under the authority of the Okanagan Senate, the Okanagan Senate had certain authority over the outlined arrangement. Dean Krank described the undefined 'partnership' and its presentation to this Senate as problematic. He noted that programs within the dual-campus Faculty of Applied Science's School of Engineering had required approval by the Okanagan Senate.

Mr. Eaton noted that when this item was presented to the Curriculum Committee, it was acknowledged that the Faculty of Management was not yet in

the position to offer accredited graduate programs. Dr. Owrām offered his view on the accreditation of professional programs.

Dr. Johnson sought clarification on whether the program would be put on hold until approved by the Okanagan Senate. Ms. Collins clarified that the Okanagan Senate had no authority over a program offered by a Vancouver faculty. Dr. Owrām stated that the program required administrative approval from either the Deputy Vice-Chancellor or the Provost that had not yet been granted.

Dr. Keyes suggested a friendly amendment to the motion to refer the matter to the Council of Senates. This suggestion was not supported by the assembly.

Ms. Kuhn emphasized the positive aspects of the Sauder brand on the Okanagan campus. Dr. Owrām stressed that today's discussion was not a comment on the strength of the program or its desirability on this campus but rather the oversight of the Okanagan Senate on a program offered "in partnership with the Faculty of Management" at this campus using Okanagan resources and Okanagan faculty.

The motion to refer was put and carried with one opposed.

Dr. Cioe asked the Deputy Vice-Chancellor for his official position on this matter. Dr. Owrām noted that the first offering of the program was planned for late August or September 2010, allowing ample time to clarify the arrangement. Dr. Owrām assured Senators that Senate's concerns would be relayed to Vancouver.

Admissions and Awards Committee

Committee Chair Dr. McCoubrey presented the report.

New Award

See also, 'Appendix B: New Award.'

Moved: Dr. McCoubrey

Seconded: Dr. Rheault

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.

The motion was put and carried.

Admission to UBC Okanagan – Changing Degree Programs

Moved: Dr. McCoubrey

Seconded: Ms. L'Orsa

That Senate approve the proposed changes to Admission to UBC Okanagan – Changing Degree Programs.

The motion was put and carried.

***Master of Applied Science (M.A.Sc.) and Master of Engineering (M.Eng.)
Admission Requirements***

Moved: Dr. McCoubrey

Seconded: Dr. Rheault

That Senate approve the proposed changes to the Master of Applied Science (M. A. Sc.) and Master of Engineering (M. Eng).

Discussion

One editorial change had been received by the Secretariat.

Both Dean Krank and Ms. Collins clarified for Dr. Yannacopoulos that the Master of Engineering program was an Okanagan program approved by the Okanagan Senate.

The motion was put and carried.

Report from the Dean of Graduate Studies

Oral Status Report on Graduate Studies at UBC Okanagan

Dean Krank reported that with regards to the areas of responsibilities table referred for further development to the Faculty of Graduate Studies by the Academic Policy Committee, consultation continued with various bodies including program coordinators in Graduate Studies and the Academic Council. One issue that had been raised was the level of decision making at the program level versus the faculty level, particularly around Interdisciplinary Graduate Studies (IGS). One key addition had been the process around the approval of external graduate supervisors in IGS. Dean Krank noted that in coordination with the Acting Director of Interdisciplinary Graduate Studies, proposals to modify the IGS curriculum as well as the IGS program were expected by February 2010.

Dr. Rheault urged Graduate Studies to consider the issue of graduate supervisors from the perspective of support for the student, and pointed out that an offer of supervision did not necessarily imply financial support. He asked that clarification be offered on the qualifications for graduate supervisors, both internal and external.

Focus on People: Workplace Practices at UBC

Dr. Owram introduced Ms. Lisa Castle, Associate Vice-President, Human Resources, and Mr. Nicole Udzenija, Organizational Development & Learning Consultant. Ms. Castle gave a presentation on Focus on People: Workplace Practices at UBC, an organizational human resource strategy that applied to faculty and staff who were already at the University, as well as those who were yet to be recruited.

Ms. Castle summarized three goals for UBC: 1) provide faculty and staff with an outstanding work environment; 2) link an outstanding work environment with a positive experience for students; and 3) position UBC as a top employer in British Columbia and Canada.

Ms. Castle's presentation focused on a framework of five strategies:

1. Develop a sustainable, healthy workplace;
2. Retain faculty and staff through positive incentives;
3. Cultivate sound core leadership and management practices;
4. Attract outstanding faculty and staff; and
5. Identify and share institution-wide goals.

Ms. Castle noted that more information was available at www.focusonpeople.ubc.ca, and that copies of the 2008/2009 annual report were available from the Secretariat.

UBC Equity and Diversity Strategic Plan

The Deputy Vice-Chancellor had circulated the draft UBC Equity and Diversity Strategic Plan, and introduced Mr. Tom Patch, Associate Vice-President, Equity, and Dr. Anne Condon, Associate Dean in the Faculty of Science, Co-Chairs of the Equity and Diversity Strategic Plan Development Working Group.

Presentation highlights included:

- Excellent initiatives at both campuses; at UBC Okanagan: Faculty of Education Inclusive Education Certificate, Aboriginal Access, and breastfeeding-friendly spaces;
- Statistics on minorities: an increase in the numbers of faculty who self-identify as a visible minority, but a decline in the numbers of women as percentage of tenure-track positions;
- Challenges included: lack of openness, perceptions by students that their curricula don't provide significant options to learn about diverse perspectives and cultures, and students who care for dependents;
- Overarching goals: participation, action, inclusion, and communication;
- Recommended actions would intersect in many ways with *Place and Promise: The UBC Plan* and implementation of the Equity and Diversity Strategic Plan should be an integrated part of that larger strategy.

Motion to Extend the Meeting

Moved: Dr. Cioe
Seconded: Dean Campbell

That Senate extend the meeting by thirty minutes.

The motion was put and carried

Place and Promise: The UBC Plan

On behalf of the President, the Deputy Vice-Chancellor summarized the extensive consultative process around *Place and Promise: The UBC Plan*. He noted that the final document would be presented for approval to the Board of Governors and would replace Trek 2010. Dr. Owram described UBC's strategic plan as high-level and extremely meaningful, and that it that fully incorporated UBC Okanagan for the first time.

Moved: Ms. Zilm
Seconded: Ms. Kuhn

That Senate endorse Place and Promise: The UBC Plan.

Discussion

One editorial suggestion was received by the Secretariat.

Mr. Eaton clarified that Senate was being asked to 'endorse' *Place and Promise* as neither Senate, nor the Board of Governors, had authority under the *University Act* to approve a UBC strategic plan. Dr. Owram explained for Senators how *Place and Promise* will link with UBC Okanagan's Academic Strategic Plan.

The motion was put and carried.

In Camera: Report from the Admissions and Awards Committee

This portion of the meeting was held in closed session and is therefore not recorded in this version of the Minutes.

In Camera: Report from the Learning and Research Committee on Candidates for 2010 Honorary Degrees

In closed session, the assembly considered recommendations from the Learning and Research Committee with respect to candidates for honorary degrees.

Adjournment

There being no further business, the meeting was adjourned. The following regular meeting of the Senate was scheduled for Thursday 17 December 2009 at 3:30pm to 5:30pm in Library 317.

Appendix A: Curriculum Summary

Faculty of Arts and Sciences

1. The following new program:
 - a. Honours Program with a Specialization in Forensic Psychology
2. The following new courses:
 - b. POLI 391 (3) Special Topics in Political Science
 - c. POLI 435 (3) International Politics on Film

Faculty of Management

3. The following new courses:
 - a. MGMT 400 (3) Intermediate Financial Accounting
 - b. MGMT 401 (3) Intermediate Managerial Accounting
 - c. MGMT 402 (3) Introduction to Income Taxes in Canada
 - d. MGMT 403 (3) Auditing and Assurance Services
 - e. MGMT 404 (3) Advanced Financial Accounting
 - f. MGMT 405 (3) Advanced Managerial Accounting

Appendix B: New Award

Judy GURNEY Memorial Bursary in Nursing: Bursaries totalling \$1,000 have been endowed by Peter Peto in memory of his wife Judy Gurney to assist undergraduate and/or graduate students in the School of Nursing at The University of British Columbia Okanagan. Judy Gurney (nee: Meynell) born 11/14/1942 in Duncan, B.C. died 10/6/2008 in Vernon, B.C. She graduated with a diploma in Nursing from Royal Jubilee Hospital in Victoria circa 1963 and obtained a Bachelor of Nursing at UBC circa 1975. She loved to practice her nursing profession, with great care, sensitivity and competence to those she attended to at hospitals in Vancouver, Squamish and Summerland.

It is hoped that this perpetual endowment established in her loving memory, will help nursing students attain the educational certification to pursue dedicated lives in the nursing profession as was exemplified by the late Judy Gurney. (First award available for the 2009/10 Winter Session)

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN



OKANAGAN SENATE SECRETARIAT
Enrolment Services
Senate and Curriculum Services

University Centre · UNC 322
3333 University Way
Kelowna, BC · V1V 1V7
Tel: (250) 807-9259 · Fax: (250) 807-8007
<http://www.senate.ubc.ca>

17 December 2009

To: Okanagan Senate

From: Academic Policy Committee

Subject: Referral from the Okanagan Senate: Faculty of Commerce and Business Administration, Master of Management (Early Career Masters Program) (approval)

At its 2 December 2009 meeting, the Academic Policy Committee considered the November 2009 referral from the Okanagan Senate to further explore the Faculty of Commerce & Business Administration's Master of Management (Early Career Masters Program).

The Committee was pleased to be advised by the Provost that the Acting Dean of the Faculty of Management had expressed his intent to seek a formal partnership between the Faculty of Commerce & Business Administration and the Faculty of Management with respect to the offering of this program at the UBC Okanagan campus. The partnership would require the approval of the Okanagan Senate under ss. 40 and 41 of the *University Act*.

The Committee also discussed issues of quality control, process, and governance.

The Committee recommends the following to Senate:

Motion: Whereas any model of the Early Career Masters (ECM) program would require Senate approval, the Committee recommends that the matter be referred to Faculty of Management for submission to the appropriate Senate committee(s), and then to Senate for approval.

For the Committee
Dr. Jan Cioe
Chair, Academic Policy Committee

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17 December 2009

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

The Admissions and Awards Committee is pleased to recommend the following:

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

UBC Okanagan Men's Golf 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 Golf Team 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 2009/10 Winter Session)

UBC Okanagan Women's Golf 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 Golf Team 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 2009/10 Winter Session)

Workplace-Family Wellness Bursary

Bursaries totalling \$11,000 are offered by the IEAFA Corporation of Canada to students in the Master of Social Work Program in the Faculty of Health and Social Development at The University of British Columbia Okanagan. (First awards available for the 2009/10 Winter Session)

For the Committee,
Dr. Sharon McCoubrey
Chair, Admissions and Awards Committee

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17 December 2009

To: Okanagan Senate

From: Admissions and Awards Committee

Subject: Admission Proposals (approval)

- i. Applicants Following the BC/Yukon High School Curriculum – Admission Requirements
- ii. Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum
- iii. Bachelor of Science in Nursing Program, LPN Access

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

i. Applicants Following the BC/Yukon High School Curriculum – Admission Requirements
Amend the list of approved Grade 12 courses that may be included in an admission average for 2011 admission and beyond.

Motion: That Senate approve the proposed changes to Applicants Following the BC/Yukon High School Curriculum – Admission Requirements.

ii. Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum:

- a. Barber School of Arts and Sciences
- b. Faculty of Applied Science

Modifications to UBC's general admission criteria based on new BC high school mathematics curriculum.

Motion: That Senate approve the proposed changes to the Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum.

iii. Bachelor of Science in Nursing Program, LPN Access

Remove the seven year time clause on prerequisite courses.

Motion: That Senate approve the proposed changes to the Bachelor of Science in Nursing Program, LPN Access.

For the Committee,
Dr. Sharon McCoubrey
Chair, Admissions and Awards Committee



UBC Okanagan Calendar Change Proposal Form

<p>Approval Date: Effective Session: Effective for 2011 admission to UBC. Year for change: To be posted to the calendar upon approval for the purpose of advising prospective students.</p>	<p>Date: November 4, 2009 Contact Person: Rosalie Vlaar, Senior Policy Analyst, Undergraduate Admissions Phone: 604-822-4240 Email: rosalie.vlaar@ubc.ca</p>
<p>Type of Action: Amend the list of approved Grade 12 courses that may be included in an admission average for 2011 admission and beyond.</p> <p>Rationale: A number of BC Grade 12 courses are recommended for removal from the list of approve courses in the Calendar and one new course, Pre-Calculus 12, is recommended for addition. The rationale for each follows.</p> <p><i>Applications of Mathematics 12</i> (currently being phased out by the BC Ministry of Education) and <i>Communications 12</i> (which is superseded by the UBC admission requirement for English 12) do not adequately prepare BC high school students for study at UBC Okanagan. Grade 12 courses in the same subject areas (mathematics and language arts) are already required for admission to either the university or to specific programs, resulting in very few students presenting these courses for admission purposes. Only three students presented Applications of Mathematics 12 for admission in 2009, and four presented Communications 12. It is recommended that these courses be struck from the list of approved courses. Any impact on enrolment is expected to be negligible.</p> <p><i>Technical and Professional Communications 12</i> should be removed from the list of approved courses. In 2007/08 the BC Ministry of Education removed this course from its list of examinable courses and determined that it would no longer meet the Grade 12 Language Arts requirement for BC high school graduation purposes. As with Communications 12, UBC’s requirement for English 12 supersedes any allowance for considering this course – students are highly unlikely to enroll in both courses in high school. This course has not been presented prospective students for some time and no impact on enrolment is expected as a result of removing it from the list of approved courses.</p> <p>The new BC secondary school mathematics curriculum, currently being phased in to replace existing courses at the grades 10 to 12 level, should be acknowledged for the purpose of advising prospective students who are currently in the BC high schools. To this end, it is recommended that <i>Principles of Mathematics 12</i> (which will be phased out by 2012), be partnered in the Calendar with the new course, <i>Pre-Calculus 12</i>. Pre-Calculus 12 has been assessed by the Mathematics Department at UBC Okanagan as being at a comparable level to Principles of Mathematics 12 for admission purposes. Retaining mention of both of these courses in the Calendar will be necessary for some time.</p> <p>Finally, reference to “approved examinable” should be changed to “approved”, in light of the fact that examinations are no longer required for admission to UBC Okanagan. This opens the door to the future inclusion of non-examinable courses that are deemed to be appropriate in the selection of students who are prepared to succeed at the university.</p> <p>URL from Draft Calendar: http://okanagan.students.ubc.ca/calendar/proof/edit/index.cfm?tree=2,22,63,0 .</p>	



Proposed Calendar Entry:

[Homepage](#) > [Admission to UBC Okanagan](#) > [Applicants Following the BC/Yukon High School Curriculum](#) > Admission Requirements

[93] The minimum academic qualification for admission is secondary school graduation, including the following Grade 12 courses:

[94]

Grade	Required Courses ^{1,2}
Grade 12	English 12 or English 12 First Peoples
	Three additional approved examinable Grade 12 courses ¹

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](#).

² See [Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum](#) for programs requiring courses at the Grade 11 level.

[95] The admission average will be calculated on English 12 or English 12 First Peoples and the three additional **approved** Grade 12 courses **from the table below**, or the equivalents.

[96] 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.

[...]

[99]

Approved Grade 12 Courses
BC First Nations Studies 12
Biology 12
Chemistry 12
English Literature 12
English 12 or English 12 First Peoples
Français Langue 12 or French 12
Geography 12
Geology 12

Present Calendar Entry:

[Homepage](#) > [Admission to UBC Okanagan](#) > [Applicants Following the BC/Yukon High School Curriculum](#) > Admission Requirements

[93] The minimum academic qualification for admission is secondary school graduation, including the following Grade 12 courses:

[94]

Grade	Required Courses ^{1,2}
Grade 12	English 12 or English 12 First Peoples
	Three additional approved examinable Grade 12 courses ¹

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](#).

² See [Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum](#) for programs requiring courses at the Grade 11 level.

[95] 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.

[96] 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.

[...]

[99]

Approved Examinable Grade 12 Courses
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



<p>German 12 History 12 Japanese 12 Mandarin 12 Physics 12 Principles of Mathematics 12 or Pre-Calculus 12 Punjabi 12 Spanish 12</p> <p>[100] Approved courses offered in French will also be accepted. (Français 12 is not accepted in place of English 12.)</p>	<p>Geography 12 Geology 12 German 12 History 12 Japanese 12 Mandarin 12 Physics 12 Principles of Mathematics 12 Punjabi 12 Spanish 12 Technical and Professional Communications 12</p> <p>[100] Approved courses offered in French will also be accepted. (Français 12 is not accepted in place of English 12.)</p>
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UBC Okanagan Admissions Proposal Form

<p>Faculty/School: Arts & Sciences Department/Unit: Dean's Office Faculty Approval Date: November 16, 2009 Effective Session: Admission to 2013W and beyond</p>	<p>Date: November 3, 2009 Contact Person: Dr. Linda Hatt Phone: 250.807.9323 Email: linda.hatt@ubc.ca</p>
--	---

Type of Action:
 Modifications to UBC's general admission criteria based on new BC high school mathematics curriculum.

Rationale:
 The purpose of these changes is to align UBC's general admission criteria with the new mathematics curriculum in the Province of British Columbia that begins implementation in 2010 for the new Grade 10 courses, 2011 for the Grade 11 courses, and 2012 for the Grade 12 courses. This will impact new incoming applicants for the 2013 admission cycle.

Draft Calendar URL:
<http://okanagan.students.ubc.ca/calendar/proof/edit/index.cfm?tree=2,22,68,0>

Note: To be published in the calendar as soon as possible after approval in order to facilitate appropriate course selection by prospective UBC students in the BC high schools in light of the new secondary school mathematics curriculum.

Present Calendar Entry:

Admission to UBC Okanagan

[Homepage](#) > [Admission to UBC Okanagan](#) > [Applicants Following the BC/Yukon High School Curriculum](#) > [Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum](#)

[334] 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
[...]				
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:	Chemistry 11; Physics 11; Principles of Mathematics 11



			Biology 12, Chemistry 12, Geology 12, or Physics 12	
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 least one of: Biology 12, Chemistry 12, Geology 12, Geography 12, or Physics 12	Chemistry 11

[...]

Proposed Calendar Entry:

[Admission to UBC Okanagan](#)

[Homepage](#) > [Admission to UBC Okanagan](#) > [Applicants Following the BC/Yukon High School Curriculum](#) > **Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum**

[334] 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 Equivalent	Courses Required but Not Included in the Calculation of the Average
[...]				
Pre-Pharmacy	N/A	Arts and Sciences	English 12 or English 12 First Peoples; Principles of Mathematics 12 (min. 67%) or Pre-Calculus 12 (min. 67%); Two other courses including at least one of: Biology 12, Chemistry 12, Geology 12, or Physics 12	Chemistry 11; Physics 11;
Science	B.Sc.	Arts and Sciences	English 12 or English 12 First Peoples; Principles of Mathematics 12 (min. 67%), or Pre-Calculus 12 (min. 67%); Two other Grade 12 courses including at least one of: Biology 12, Chemistry 12, Geology 12, Geography 12, or Physics 12	Chemistry 11

[...]

**UBC Okanagan Admissions Proposal Form**

Faculty/School: Engineering Department/Unit: N/A School Approval Date: Nov. 30, 2009 Effective Session: Admission to 2013W and beyond	Date: November 30, 2009 Contact Person: Dwayne Tannant Phone: 250.807.8067 Email: dwayne.tannant@ubc.ca																				
<p>Type of Action: Change course names.</p> <p>Rationale: Change high school course names to be consistent with new curriculum in western Canadian schools</p> <p>Draft Calendar URL: http://okanagan.students.ubc.ca/calendar/proof/edit/index.cfm?tree=2,22,68,0</p> <p>Note: To be published in the calendar as soon as possible after approval in order to facilitate appropriate course selection by prospective UBC students in the BC high schools in light of the new secondary school mathematics curriculum.</p>																					
<p>Present Calendar Entry:</p> <p><u>Admission to UBC Okanagan</u></p> <p>Homepage > Admission to UBC Okanagan > Applicants Following the BC/Yukon High School Curriculum > Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum</p> <p>[334] 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.</p> <table border="1"> <thead> <tr> <th data-bbox="172 1409 332 1528">Program</th> <th data-bbox="332 1409 440 1528">Degree</th> <th data-bbox="440 1409 740 1528">Faculty/School</th> <th data-bbox="740 1409 1094 1528">Average Calculated on the Following Required Courses or IB/AP Equivalent</th> <th data-bbox="1094 1409 1406 1528">Courses Required but Not Included in the Calculation of the Average</th> </tr> </thead> <tbody> <tr> <td data-bbox="172 1528 332 1598">[...]</td> <td data-bbox="332 1528 440 1598"></td> <td data-bbox="440 1528 740 1598"></td> <td data-bbox="740 1528 1094 1598"></td> <td data-bbox="1094 1528 1406 1598"></td> </tr> <tr> <td data-bbox="172 1598 332 1759">Engineering</td> <td data-bbox="332 1598 440 1759">B.A.Sc.</td> <td data-bbox="440 1598 740 1759">Applied Science/Engineering</td> <td data-bbox="740 1598 1094 1759">English 12 or English 12 First Peoples; Chemistry 12; Principles of Mathematics 12; Physics 12</td> <td data-bbox="1094 1598 1406 1759">Chemistry 11; Physics 11; Principles of Mathematics 11</td> </tr> <tr> <td data-bbox="172 1759 332 1829">[...]</td> <td data-bbox="332 1759 440 1829"></td> <td data-bbox="440 1759 740 1829"></td> <td data-bbox="740 1759 1094 1829"></td> <td data-bbox="1094 1759 1406 1829"></td> </tr> </tbody> </table>		Program	Degree	Faculty/School	Average Calculated on the Following Required Courses or IB/AP Equivalent	Courses Required but Not Included in the Calculation of the Average	[...]					Engineering	B.A.Sc.	Applied Science/Engineering	English 12 or English 12 First Peoples; Chemistry 12; Principles of Mathematics 12 ; Physics 12	Chemistry 11; Physics 11; Principles of Mathematics 11	[...]				
Program	Degree	Faculty/School	Average Calculated on the Following Required Courses or IB/AP Equivalent	Courses Required but Not Included in the Calculation of the Average																	
[...]																					
Engineering	B.A.Sc.	Applied Science/Engineering	English 12 or English 12 First Peoples; Chemistry 12; Principles of Mathematics 12 ; Physics 12	Chemistry 11; Physics 11; Principles of Mathematics 11																	
[...]																					



Proposed Calendar Entry:

Admission to UBC Okanagan

[Homepage](#) > [Admission to UBC Okanagan](#) > [Applicants Following the BC/Yukon High School Curriculum](#) > Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum

[334] 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
[...]			
Engineering	B.A.Sc.	Applied Science/Engineering	English 12 or English 12 First Peoples; Chemistry 12; Pre-Calculus 12 or Principles of Mathematics 12; Physics 12

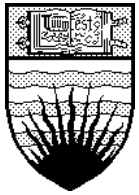
[...]



UBC Okanagan Admissions Proposal Form

<p>Faculty: Health and Social Development Department: Nursing Faculty Approval Date: Sept. 9, 2009 Effective Session: 2009W</p>	<p>Date: August 21, 2009 Contact Person: Jeanette Vinek Phone: 250.807.9975 Email: jeanette.vinek@ubc.ca</p>
<p>Proposed Calendar Entry: Homepage > Faculties, Schools, and Colleges > School of Nursing > Bachelor of Science in Nursing Program - L.P.N. Access > Admission Requirements</p> <p>[14405] Courses Required for Admission [12773]</p> <ul style="list-style-type: none"> ▪ Two of ENGL 112, 113, 150, 151, 153. ▪ BIOL 131, 133, and one university transfer course selected from Psychology, Sociology, Anthropology, or Philosophy. ▪ Students must demonstrate competency in mathematics by achieving at least 60% in MATH 111, MATH 125, or STAT 121; or 60% in Principles of Mathematics 11. <p>[14404] Note: no grade less than 60% will be accepted for any of these courses. A 64% grade average in these courses is required.</p> <p>[...]</p>	<p>Draft Calendar URL: http://okanagan.students.ubc.ca/calendar/pr_oof/edit/index.cfm?tree=18,288,849,1113</p> <p>Present Calendar Entry: Homepage > Faculties, Schools, and Colleges > School of Nursing > Bachelor of Science in Nursing Program - L.P.N. Access > Admission Requirements</p> <p>[14405] Courses Required for Admission [12773]</p> <ul style="list-style-type: none"> ▪ Two of ENGL 112, 113, 150, 151, 153. ▪ BIOL 131, 133, and one university transfer course selected from Psychology, Sociology, Anthropology, or Philosophy. ▪ Students must demonstrate competency in mathematics by achieving a € in MATH 111, MATH 125, or STAT 121; or 60% in Principles of Mathematics 11. <p>[14404] Note: no grade less than 60% will be accepted for any of these courses. A 64% grade average in these courses is required.</p> <p>[12774] Courses must be completed within seven years before entry into the L.P.N. Access to B.S.N. program.</p> <p>[...]</p> <p>Type of Action: Remove the seven-year time clause on prerequisite courses.</p> <p>Rationale: The time limit is no longer necessary. It was originally set to meet the requirements of the Biology program in Unit 2. The Biology program no longer requires a time limit.</p>

THE UNIVERSITY OF BRITISH COLUMBIA



SENATE POLICY:

J-50

DRAFT VERSION 1.3

Okanagan & Vancouver Senates

c/o Enrolment Services

2016 - 1874 East Mall

Vancouver, B.C. Canada V6T 1Z1

Number & Title:

J-50: Secondary School Grade Adjustments for Undergraduate Admission to the University

Effective/Implementation Date:

Proposed for implementation 1 January 2010.

Approval Date:

Proposed for consideration by the *Okanagan Senate* on 17 December 2009 and by the *Vancouver Senate* on 16 December 2009

Review Date:

This policy shall be reviewed two (2) years after approval and thereafter as deemed necessary by the *responsible committees*.

Responsible Committees:

Admissions & Awards Committee of the *Okanagan Senate* and *Admissions Committee* of the *Vancouver Senate*.

Authority:

University Act:

S. 37(1)

“The academic governance of the university is vested in the senate and it has the following powers:

(b) to establish committees it considers necessary and, by 2/3 vote of its members present, to delegate to one or more committees those of its powers as it may determine;”

(c) to determine all questions relating to the academic and other qualifications required of applicants for admission as students to the university or any faculty, and to determine which faculty the students pursuing a course of study must register.”

Purpose and Goals:

This policy is designed to provide a clear mechanism for the approval and modification of grade adjustments for applicants from all educational jurisdictions not following the BC/Yukon Secondary School Curriculum, for the purposes of undergraduate direct-entry admission to the *University*.

Applicability:

This policy is applicable to secondary school applicants to direct-entry undergraduate programs at the University from all jurisdictions not following the BC/Yukon Secondary School Curriculum.

Exclusions:

None.

Definitions:

BC/ Yukon Secondary School Curriculum shall mean a secondary school program of study prescribed and approved by the British Columbia Ministry of Education or the Department of Education of the Government of Yukon.

Extra-Provincial Curriculum or Extra-Provincial Curricula shall mean any school system not following the *BC/Yukon Secondary School Curriculum*

Policy:

- 1) In calculating an admission average, grades reported for secondary schools following *Extra-Provincial Curricula* may be adjusted to accurately assess the grades in terms of their ability to predict future performance at the *University*.
- 2) Grade adjustments shall be made by the *responsible committees* as set out in the procedures of this policy.
- 3) For Canadian *Extra-Provincial Curricula*, grade adjustments shall be based primarily on a review of academic performance at the *University* of students previously admitted having followed that *Extra-Provincial Curriculum*.
- 4) For all other *Extra-Provincial Curricula*, grade adjustments shall be based primarily on the best available published data.

- 5) In such cases where insufficient data is available for an *Extra-Provincial Curriculum* to make an assessment under this policy for a systematic grade adjustment, the Undergraduate Admissions Office shall evaluate each student's grades on a case-by-case basis under the procedures for assessment established by the *responsible committees*.
- 6) Recommendations for grade adjustments for admission to the following academic year shall be submitted by the Undergraduate Admissions Office for approval by the *responsible committees* no later than November 30 of each year.
- 7) At least annually or as otherwise requested, a summary report on grade adjustments approved by the *responsible committees* shall be submitted for information to the *Senates*.

Calendar Statement(s):

Homepage > Admissions > Policy on Admissions

URL: <http://okanagan.students.ubc.ca/calendar/index.cfm?tree=2,13,0,0>

New paragraph to be included:

“In calculating an admission average, grades reported for secondary schools not following the *BC/Yukon Secondary School Curriculum* may be adjusted to accurately assess the grades in terms of their ability to predict future performance at the *University*.”

Consultations:

The following groups have been consulted during the development of this policy:

Associate Deans Students (or equivalent)
Strategic Enrolment Management Committee
Enrolment Services

History:

This is the first version of this policy.

Related Policies:

None.

Appendix:

There is no appendix to this policy.

Procedures:

1) Grade Adjustment by Jurisdiction:

Procedures to be developed by the *responsible committees*, in consultation with the Undergraduate Admissions Office

2) Procedures for Case-by-Case Evaluations

Procedures to be developed by the *responsible committees*, in consultation with the Undergraduate Admissions Office

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN



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**Enrolment Services
Senate and Curriculum Services**

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Tel: (250) 807-9259 · Fax: (250) 807-8007
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17 December 2009

To: Okanagan Senate

From: Admissions and Awards Committee

Subject: Criteria for Including Secondary School Courses in UBC Admission Averages (approval)

Background

In November 2008, the Okanagan Senate approved *Principles for Effective Undergraduate Admission to UBC*, a set of principals designed to guide future undergraduate admission policy development. Over the past year a series of working groups charged with developing admissions policy in different areas were struck with membership from both campuses. This fall Working Group 2 (Level and Subject Matter of Secondary School Courses used for Admission to UBC) submitted and received approval for the enclosed *Criteria for Including Secondary Courses in Admissions Averages* by both the Vancouver Senate Admissions Committee and the Okanagan Senate Admissions and Awards Committee. This document is now before each Senate for approval. If approved, the criteria will form part of a larger admissions policy that will be developed in the future.

In Brief

The Working Group recommends that a set of criteria be established for the inclusion of a course in the calculation of an admission average and that these criteria be applied across all educational curricula. Use of a common set of course selection criteria is aimed at producing more equitable admission decisions for applicants across different educational jurisdictions, consistent with the *Principles of Effective Undergraduate Admission*.

If these criteria are approved, a broader list of “UBC-approved” courses may result for BC secondary school applicants, expanding the number and types of courses that they can explore in secondary school and have considered for admission to UBC.

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

Motion: That Senate approve the Criteria for Including Secondary School Courses in UBC Admission Averages as enclosed;

and

Motion: That Senate delegate to the Admissions and Awards Committee the authority to grant final approval of courses to be used in the calculation of an admission average and published in the Calendar, with the proviso that all courses so approved meet the criteria specified by Senate (2/3 majority required).

For the Committee
Dr. Sharon McCoubrey
Chair, Admissions and Awards Committee

CRITERIA FOR INCLUDING SECONDARY SCHOOL COURSES IN UBC ADMISSION AVERAGES

Submitted by Working Group #2 (Level and Subject Matter of Secondary School Courses used for Admission to UBC) - November 2009

Working Group Chair: Dr. Peter Marshall, Senator, Associate Dean, Faculty of Forestry

Working Group Members:

- Ms. Christine Chen, Enrolment Services Student Advisory Committee Member
- Ms. Cheryl Dumaresq, Director, Arts Academic Advising Services
- Dr. Janet Giltrow, Senator, Associate Dean (Students), Faculty of Arts
- Dr. Paul Harrison, Senator, Associate Dean, Faculty of Science
- Dr. John Leblanc, Professor, Critical Studies
- Ms. Sonia Purwal, Student Senator, Faculty of Science
- Ms. Deborah Robinson, Executive Coordinator, Strategic Enrolment Management
- Ms. Rosalie Vlaar, Sr. Policy Analyst, Undergraduate Admissions

BACKGROUND

There is currently significant disparity between the number and types of courses that may be considered in the calculation of an admission average from one secondary school educational jurisdiction to another. Within BC, only “approved examinable” subjects are currently considered for admission, limiting the number and types of courses included to only 18 courses on the UBC Vancouver campus and 21 on the UBC Okanagan campus. A significantly larger number of subjects are eligible for inclusion in an admission average for applicants from other provinces and countries.

The Working Group anticipates that, if these criteria are approved, a broader list of “UBC-approved” courses may result for BC secondary school applicants, expanding the number and types of courses that they can explore in secondary school and have considered for admission to UBC.

CRITERIA FOR INCLUSION OF A SECONDARY SCHOOL COURSE IN A UBC ADMISSION AVERAGE

The Working Group that examined issues associated with the level and subject matter of Canadian secondary school courses used for admission to UBC recommends that a set of criteria be established for the inclusion of a course in the calculation of an admission average and that these criteria be applied across all educational curricula. Use of a common set of course selection criteria is aimed at producing more equitable admission decisions for applicants across different educational jurisdictions, consistent with the Principles of Effective Undergraduate Admission. The recommended criteria are outlined below.

Secondary school courses included in admission averages must meet all of the following criteria:

1. Offered by a recognized institution. Recognized institutions, for the purpose of UBC admission, include those that are approved by:
 - a. the Ministry of Education (or equivalent) in the relevant educational jurisdiction. Ministry-approved schools may offer both ministry developed courses and locally developed courses. Locally developed courses that are approved to satisfy graduation

- requirements may be included in admission averages if they meet the other criteria below, or
- b. a UBC-recognized accrediting body, or
 - c. the Senate Admissions Committee, or
 - d. a Senate-approved designate (e.g. Dean’s in cases of admission from non-accredited institutions on Dean’s Discretion).
2. Delivered at the Grade 12 level (or equivalent) or approved for substitution into an admission average by the Senate Admissions Committee.
 3. Subject matter is one of the following:
 - a. Academic in Delivery¹
 - b. Supportive of broad academic goals and objectives of the university (e.g. the selection of Aboriginal students).
 - c. Relevant to the selection of qualified students by a particular program or faculty. Inclusion of such courses in admission averages is subject to approval of the Senate Admissions Committee on a course-by-course basis.
 4. Grades based on prior learning assessment and/or challenge exams are to be *excluded* from admission averages but may be used to satisfy program pre-requisites. For example, language course grades based on a challenge exam will not be included in admission averages; however, the same language courses may be used to satisfy the language requirements for a degree program at the University.

Any recommended changes to the approval of courses used in the admission selection process and published in the Calendar must be submitted to the Vancouver Senate Admissions Committee, and the Okanagan Senate Admissions and Awards Committee for approval. The committees are encouraged to consider the impact of inclusion or removal of any course on both the school system and on the students therein. As with any significant change to admission criteria, significant lead time on the implementation of approved changes should be provided to both students and the education system, allowing them to prepare for and adapt to the impact of these changes.

IMPLEMENTATION OF THE CRITERIA

The Working Group recommends that the criteria for inclusion of a secondary school course in an admission average, once approved, provide the foundation for a review of secondary school courses being used for admission. The Group recommends that this review proceed in the manner outlined below.

¹ Academic courses are typically those that involve critical or analytical thinking on the part of the student. Examples include mathematics, sciences, and most arts courses (e.g. history, psychology, or economics). Academic courses include some depth and prepare the scholar for further scholarly activities in the same or a related field. Academic courses that may be included in admission averages will often be associated with a particular discipline of study offered by UBC. Non-academic courses are typically those that are based in activities, vocations or applied skills. Non-academic courses also include those that are based in religious or social/political indoctrination (most often seen at religious schools or schools delivering a curriculum that is mandated by a non-democratic state), or activity courses such as physical education, military training, etc. Non-academic courses may sometimes be described as “terminal courses”, those that do not prepare students for further scholarly activities in a related subject. Finally, non-academic courses may convey a lot of information but lack depth or the requirement for critical or analytical thinking.

BC High School Course Inclusion Review

It is recommended that the Admissions Office, in consultation with the Faculties, be tasked with applying the approved criteria to BC Grade 12 courses that are:

- a) excluded from the current list of approved courses on the basis that they are not examinable, but which may meet the course inclusion criteria; or
- b) new courses; or
- c) existing courses that are changing; or
- d) existing courses for which inclusion under the criteria is questionable

On the basis of these assessments, the Admissions Office shall be responsible for bringing forward recommendations to the Vancouver Senate Admissions Committee, and the Okanagan Senate Admissions and Awards Committee.

The following BC high school courses are proposed for review in 2009/10, to determine if they meet the above criteria and should be included in admission averages for BC high school applicants:

- Calculus 12
- Communications 12 (currently approved for admission to the UBC Okanagan campus)
- Comparative Civilizations 12
- Economics 12
- Foundations of Mathematics 12 (replacing Applications of Mathematics 12)
- Information and Communications Technology 12
- Law 12
- Social Justice 12
- Sustainable Resources 12
- Fine Arts 12 courses
- Music 12 courses
- Language 12 courses

The provincially prescribed curriculum for these courses is available on the Ministry of Education website at <http://www.bced.gov.bc.ca/irp/irp.htm>.

Canadian High School Course Inclusion Review

For courses from outside of BC, it is recommended that the Undergraduate Admissions Office be tasked with determining if a high school course meets the above criteria. Courses from other Canadian provinces are typically reviewed in advance of each new admission cycle. The list of approved courses for each province should be reviewed in light of the BC course review to be conducted in 2009/10. Some courses may be recommended for addition or removal as a result. On the basis of these assessments, the Admissions Office shall be responsible for bringing forward recommendations to the Vancouver Senate Admissions Committee, and the Okanagan Senate Admissions and Awards Committee.

International High School Course Inclusion Review

Lists of “approved” high school courses from other countries around the world are not maintained by Undergraduate Admissions as such a task is unsustainable. Individual courses are assessed at the time that a transcript is reviewed for admission by an Admissions Advisor. This is consistent with current practice for applicants from outside of Canada and is in the best interest of assessing applications in a timely fashion.

Moving forward, it is recommended that Admissions Advisors review international high school courses on a case-by-case basis in light of both the approved course inclusion criteria, above, and best-practices in the field of international credential evaluation.

A holistic review of US high school admission policies and practices, including the use of standardized tests and the selection of US courses to meet program-specific requirements, is recommended as a task for the Undergraduate Admissions Office in collaboration with the Vancouver Senate Admissions Committee, and the Okanagan Senate Admissions and Awards Committee. This would follow-up on the revised American Secondary School Curriculum admission policies approved by the Vancouver Senate in 2006 and implemented in the 2007 admission cycle.

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17 December 2009

To: Okanagan Senate

From: Admissions and Awards Committee

Subject: Report on Grade 11 Pilot Project: Substitution of Grade 11 Grades for Applicants to Direct Entry Undergraduate Programs (approval)

In March 2009, the Okanagan Senate approved a proposal to substitute Grade 11 grades in place of the required Grade 12 grades for the calculation of an admission average for out-of-province secondary school applicants in the Faculty of Arts and Sciences. Senate also delegated authority to the Admissions and Awards Committee to permit any direct-entry undergraduate program to admit students under the conditions specified in the report entitled *Substitution of Grade 11 Grades for Timely Admission Evaluations*. Approval of the proposal was on a pilot basis for only the 2008/2009 admission cycle for entry to the 2009 Winter Session.

In December 2009, the Admissions and Awards Committee received the enclosed *Report on the Pilot Project Using Grade 11 Grades in Admissions Decisions for the 2009 Admission Cycle* and approved a recommendation from Undergraduate Admissions to extend the pilot for two years (for the 2009/2010 and 2010/2011 admission cycles for entry to the 2010 and 2011 Winter Sessions respectively) to allow Enrolment Services to collect additional data on timelines and rate of uptake of offers of admissions. Once this additional data is available, the Committee will consider a recommendation to Senate to normalize this practice.

This same recommendation was approved by the Vancouver Senate in November 2009.

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

Motion: That Senate approve the proposed changes in admission requirement for out-of-province applicants to direct entry undergraduate programs, as specified in the report entitled Substitution of Grade 11 Grades for Timely Admissions Evaluations, effective for entry to the 2010 and 2011 Winter Sessions.

For the Committee,
Dr. Sharon McCoubrey
Chair, Admissions and Awards Committee



REPORT: PILOT PROJECT USING GRADE 11 GRADES IN ADMISSION DECISIONS FOR THE 2009 ADMISSION CYCLE

Evaluations using Grade 11 grades

As a result of the pilot project to use Grade 11 grades in admission, 77 out-of-province (Canada) secondary school applicants were evaluated for admission to UBC Okanagan in 2009 using Grade 11 grades as a proxy for missing Grade 12 course grades. This represents approximately 13% of the total number of UBC out-of-province (Canada) secondary school applicants who received an evaluation in 2009. Of the 77 evaluations, 75 were admitted and 2 refused.

Comparing Outcomes

Of the 75 students admitted using Grade 11 grades, 59 (79%) would have received the same admission decision had we waited for a complete set of Grade 12 grades; however, that decision would have been reached much later in the admission cycle. It is not known if the same decision would have been reached for the remaining 16 students as they did not submit final grade 12 grades. This is not uncommon, particularly among students who do not accept UBC's offer.

Impact on Enrolment

Of the 75 students admitted on Grade 11 grades, 26 (35%) accepted UBC's offer of admission - consistent with the yield rate of those students admitted earlier on Grade 12 grades.

While it is difficult to accurately assess the impact this policy had on Canadian secondary school student enrolment in 2009, there are positive indicators. As of April 1st, 2009, 35.8% of the out of province secondary school applicant pool had received an initial evaluation, compared to 19.7% on same date previous year. Clearly, applications were processed much faster in 2009.

In addition, the registration rate of admitted out of province secondary school students increased from 32% in 2008 to 35% in 2009 (figures include students admitted to first choice of program only). Historically, out of province students admitted by mid-April have often shown a higher rate of registration than students admitted at a later date. Although we cannot imply causality, it is believed that the earlier offers of admission had a positive effect on yielding admitted students.

Continuing this Practice

Undergraduate Admissions recommends that this initiative be continued and encourages the committee to consider approving this practice on an ongoing basis.

The benefits of including Grade 11 grades in this manner include:

- earlier academic evaluations for faculties that employ broad based admission practices
- earlier admission decisions for 1/3 of out-of-province Canadian secondary school applicants
- improved yield of out-of-province Canadian secondary school applicants
- spreads evaluation work more evenly over the admission cycle, with a lower overall amount of work

**Table 1: Admission outcomes of using Grade 11 grades as proxies for missing grade 12 grades, UBC Vancouver and UBC Okanagan, 2009**

Campus	Program	False Admit	True Admit	True Refuse	Unknown	Grand Total
UBC O	BA-O		31	1	6	38
	BASC-O		1			1
	BFA-O			1		1
	BMGT-O		3		2	5
	BSC-O		22		7	29
	BSN-O		1			1
	PHAR-O			1		1
UBC V	BA	5	80	1	12	98
	BASC	1	37		33	71
	BCOM		16	21	4	41
	BDSC			1		1
	BHK		4		1	5
	BMUS		1	2		3
	BSAG	1	3			4
	BSC	4	44	1	26	75
	BSCN		4			4
	BSF			1		1
	BSFN			12		12
	BSFS			3		3
	Total		11	264	28	92

Table 2: Registration outcomes of using Grade 11 grades as proxies for missing grade 12 grades, UBC Vancouver and UBC Okanagan, 2009

Campus	Program	False Admit	True Admit	Unknown	Total
UBC O	BA-O		14		14
	BASC-O		1		1
	BMGT-O		2		2
	BSC-O		6	3	9
UBC V	BA	2	34	2	38
	BASC	1	19	1	21
	BCOM		6		6
	BHK		1		1
	BSAG	1	1		2
	BSC		18		18
	BSF		1		1
	BSFN		4		4
Total		4	107	6	117



MEMORANDUM

Date: December 5, 2008
To: Senate Admissions Committee
From: Dale Griffin
Senior Associate Dean, Academic
Sauder School of Business

Janet Giltrow,
Associate Dean (Students),
Faculty of Arts

A handwritten signature in black ink, appearing to be 'Dale Griffin', written over a dotted line.

Subject: Substitution of Grade 11 Grades for Timely Admission Evaluations

In order to identify top applicants in a timely fashion and provide them with offers of admission early enough to yield them for our programs, the Sauder School of Business and the Faculty of Arts propose a pilot project to permit the Undergraduate Admissions Office to incorporate a Grade 11 grade into an admission average in place of a required Grade 12 grade for applicants to our Bachelor of Arts and Bachelor of Commerce programs.

The substitution of Grade 11 for Grade 12 grades would occur only if the following conditions were in place:

- 1) the applicant is a secondary school applicant from outside of British Columbia (a process is already in place to collect verifiable grades for this group in sufficient time to make offers);
- 2) the applicant has all of the required courses either in progress or completed;
- 3) one or more of the approved or required Grade 12 courses does not yet have a grade; and
- 4) a grade in a comparable Grade 11 course (in the same subject area) is available to substitute into the calculation of the admission average.

This practice would allow for earlier calculation of admission averages by staff in the Undergraduate Admissions Office and will help to facilitate deadline-driven admission decisions (getting an offer to an applicant by the date when they need it) for a larger proportion of our applicants, rather than waiting for applicants with Grade 12 courses in progress to submit grades in May or June.

For future tracking and analysis purposes, we propose that a code be used by Undergraduate Admissions to identify admission averages that incorporate one or more Grade 11 grades.

Any students admitted based on an admission average that incorporates a Grade 11 grade would still have to satisfy all published admission requirements to the university and for our programs in order to retain their offer. Final transcripts would continue to be checked for completion of all required courses, graduation, and a final admission average that meets the published university minimum for admission.

It is our hope that this change in the procedure for early admission evaluations will be viewed as a progressive move that aligns with the "Principles of Effective Undergraduate Admission" and that it will be endorsed by the Senate Admissions Committee for implementation as a pilot in the current admission cycle.

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OKANAGAN SENATE SECRETARIAT Enrolment Services Senate and Curriculum Services

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17 December 2009

To: Okanagan Senate
From: Agenda Committee
Subject: Leave of Absence Requests (approval)

Part 2, Section 12 of the *Rules and Procedures of the Okanagan Senate* state:

“Any elected member may be granted a leave of absence for up to five consecutive ordinary meetings of Senate, except in the case of a student senator who may be granted a leave of absence for up to two consecutive ordinary meetings of Senate. Any absence without leave for more than five consecutive ordinary meetings, or two in the case of a student senator, shall result in a declaration of vacancy by the Secretary of Senate.”

Two Senators have requested a leave of absence from Senate for the following reasons:

1. Ms. Whitney Rotzien (Student Senator, Faculty of Arts and Sciences) notified the Secretariat of a non-academic obligation that conflicted with her ability to attend Okanagan Senate meetings in Winter Tem 1. She subsequently missed the September, October, and November 2009 regular meetings of Senate, but has indicated that she will be able to attend meetings of Senate in Term 2.
2. Mr. Gary August (Convocation Senator) missed the last six meetings of Senate (March, April, May, September, October, and November 2009). When notified that his seat would be declared vacant if indeed Senate records were correct, Mr. August noted that a foot injury in the spring prevented him from walking from the lower parking lot to the location of Senate meetings. The Secretariat has since provided both Convocation Senators with parking passes for Senate days, and Mr. August has confirmed his interest in continuing on Senate.

The Agenda Committee recommends the following to Senate:

Motion: That Senate approve a retroactive leave of absence to Ms. Whitney Rotzien for November 2009, and to Mr. Gary August for the months of March, April and May 2009.