



Okanagan Senate

THE SECOND REGULAR MEETING OF THE OKANAGAN SENATE
FOR THE 2018/2019 ACADEMIC YEAR**THURSDAY, 25 OCTOBER 2018****3:30 PM | ASC 130**

- 1. Senate Membership – Dr Kate Ross**
Nominating Committee

As a result of the call for nominations issued at the last meeting, Dean Bryce Traister and Dr Stephen O’Leary are acclaimed as elected to the Senate Nominating Committee until 31 August 2020 and thereafter until replaced.
- 2. Minutes of the Meeting of 27 September 2018– Prof. Deborah Buszard** (approval) (docket pages 3-12)
- 3. Business Arising from the Minutes – Prof. Deborah Buszard**
- 4. Remarks from the Deputy Vice-Chancellor and Relation Questions – Prof. Deborah Buszard**
- 5. Academic Policy Committee – Dr Stephen McNeil**
Re-organization of the Faculty of Creative & Critical Studies
(approval)(docket pages 13-21)
- 6. Admissions & Awards Committee – Dr Greg Wetterstrand**
 - a. Re-Admission Requirements for PhD Students Previously Admitted to Candidacy (approval) (docket pages 22-25)
 - b. New and Revised Awards (approval) (docket pages 26-29)
- 7. Curriculum Committee – Dr Peter Arthur**
Curriculum Proposals from the Faculties of Applied Science and Creative & Critical Studies (approval) (docket pages 30-33)
- 8. Nominating Committee – Dr Jannik Eikenaar**
Principles and Procedures for Presidential Searches (approval) (docket pages 34-44)



9. Other Business

Motion from Senator Wylie (approval) (docket pages 45-47)

Regrets: Telephone 604.822.5239 or e-mail: facsec@mail.ubc.ca

UBC Senates and Council of Senate website: <http://www.senate.ubc.ca>



OKANAGAN SENATE

MINUTES OF 27 SEPTEMBER 2018

DRAFT

Attendance

Present: Dr S. Ono (Chair), Dr K. Ross (Secretary), Dr S. Alam, Mr U. Anyaoha, Dr P. Arthur, Dr P. Barker, Dr D. Buszard, Dr R. Campbell, Dr D. Carter, Mr. Y Chen, Mr S. Chong, Dr J. Cioe, Ms C. Comben, Dr J. Corbett, Ms B. Dawson, Ms T. Ebl, Dr J. Eikenaar, Chancellor L. Gordon, Ms M. Harper, Dr M. Hoorfar, Dr J. Hossain, Dr P. Lasserre, Dr R. Lawrence, Dr S. Lawrence, Dr M. Legault, Ms B. MacBean, Dr B. Marcolin, Dr S. McNeil, Ms K. Morgan, Mr J. Naqvi, Dr S. O’Leary, Dr F. Pena, Ms M. Reekie, Dr R. Roberts, Dean *pro tem.* B. Rutherford, Ms R. Snider, Dean R. Sugden, Mr V. Tamdong, Dean *pro tem.* D. Tannant, Dr J. Traplin, Dr G. Wetterstand, Dr P. Wylie

Regrets: Ms H. Berringer, Dean G. Binsted, Mr M. Campbell, Mr I. Cull, Dean B. Frank, Ms L. Fraser, Dr J. Gustar, Dr J. Jakobi, Dr J. Johnson, Dr R. Lalonde, Mr J. Loeppky (LOA), Dr Y. Lucet, Dean J. Olson, Dr R. Sadiq, Dean B. Traister,

Clerk: Mr C. Eaton

Call to Order

The Chair of the Senate, Dr Santa J. Ono called the meeting to order at 3:32 pm

Senate Membership

NEW MEMBERS

The Registrar, Dr Kathleen Ross, welcomed the following new members to Senate:

- Dr Barbara Rutherford, Dean pro tem. of the Faculty of Arts & Sciences, to replace Dr Wisdom Tettey (resigned);
- Dr Dwayne Tannant, Dean pro tem. of the College of Graduate Studies, to replace Dr Miriam Grant (end of term);
- Dr Blye Frank, Dean of the Faculty of Education;
- Dr Patricia Lasserre, Provost and Vice-Principal (Academic) pro tem., to replace Dr Cynthia Mathieson (end of term); and



- Ms Barbara Dawson, Student Representative, Faculty of Creative and Critical Studies, to fill a vacancy.

VICE-CHAIR OF SENATE

Dr Ross announced that as no further nominations were received, Professor Deborah Buszard was acclaimed elected as Vice-Chair of the Senate for a term of no more than one (1) year.

NOMINATING COMMITTEE

Dr Ross informed the Senate that there were two vacancies on the Senate Nominating Committee for non-student members of Senate with nominations due 12 October 2018.

Minutes of 27 September 2018

Peter Arthur
Jan Cioe

} *That the Minutes of the Meeting of 27 September 2018 be adopted as corrected:*

*Correction: Typographical error on p1 for meeting start time (should be 3:34)
Campus in place of Senate on page 3 in Senator Cioe's comments.*

Approved

Remarks from the Chair

The President and Chair of the Senate, Dr Santa Ono, welcomed Senators back and to the academic year. He noted that earlier in the day he had presented updates to the Board of Governors on the implementation of the strategic plan, including launching a call for strategic research clusters; working with faculties and units to identify new initiatives for the next budget year, with over 50 proposals received so far; and preparing for another open call for initiatives to enhance undergraduate research opportunities.

Dr Ono noted that Ms Heather McCaw would be returning to UBC as Vice-President Development and Alumni Engagement, Mr Peter Smailes had been promoted to Vice-President Finance and Operations, and that Mr Andrew Parr was serving as Vice-President Students Pro Tem. He expressed that he was looking forward to working with all three. The President reminded senators that searches were ongoing for a Vice-President Students as well as for a Vice-President External Relations

Noting that it was municipal election season, Dr Ono noted that to link UBC's teaching and research initiatives with those issues facing British Columbia, UBC had partnered with the



Canadian Broadcasting Corporation's BC division to host three mayoral debates in Kelowna, Vancouver, and Surrey.

The President expressed his gratitude to the Provincial government for the funding of 20 new teacher education positions at the Okanagan campus

Finally, Dr Ono noted that on September 4th UBC welcomed thousands of new students to its Vancouver and Kelowna Campuses. AS this year developed, we will be bringing forward new conversations on long-term enrolment planning for UBC and its campuses to the Board and Senates.

Dr Corbett asked what the timeframe would be for the enrolment discussions.

Dr Ono replied that he would suggest that we would have this conversation in two phases over the next couple of months and helpfully would culminate in a discussion in February for a vision through 2040.

Dr Cioe asked, in light of the pending legalization of marijuana, if students could grow marijuana on campus.

Dr Buszard said that the policy under development regarding marijuana covered the growing of plants and she believed it was prohibited in current drafts. She suggested that senators review the draft policy and provide their input.

Dr Cioe said that in his opinion this was an inappropriate infringement of their rights.

Deputy Vice-Chancellor's Remarks

Dr Buszard thanked those who have stepped forward into acting, pro tem. and interim roles over the next year, and expressed her delight at Dr Ananya Mukherjee-Reed joining the Okanagan campus on 1 November and Provost and Vice-Principal Academic.

The Deputy Vice-Chancellor noted the merger of the faculties of Education and opined that it was being well received by both the community and Government. The new faculty should allow for better alignment of resources will preserving the autonomy of the new Okanagan School of Education within the broader Faculty.

Dr Buzard advised that the Minister of Advanced Education and Skills Training, Melanie Mark, visited campus to announce \$6M as part of the government's new BC graduate scholarship program. The funding will provide for 400 scholarships of \$15,000 each and will be shared on a proportional basis between the two campuses In further Provincial Government news, two weeks ago at the Union of BC Municipalities convention, Premier Horgan pledged his support for a proposal raised by the mayors of Kamloops, Prince George and Kelowna for new research chairs in disaster management at each of the three interior research universities. Dr Buszard said that



UBC looks forward to refining the proposal with our Interior University Research Coalition partners.

Finally, Dr Buszard noted that as the academic year continues we have many more initiatives underway, including the search for the next Dean of the Barber School, completion of the Commons building, and continued development of the campus, beginning with two new student residence buildings – Nechako and Skeena.

From the Board of Governors

Dr Ono confirmed that the following resolutions, as approved by the Senate, were also approved by the Board of Governors as required under the University Act:

February 2018

New awards

Curriculum proposals from the faculties of Arts & Sciences, Applied Science, Creative & Critical Studies, and Health & Social Development
2018-2019 Enrolment targets

March 2018

New awards

Curriculum proposals from the faculties of faculties of Arts and Sciences, Creative and Critical Studies, Education, Health and Social Development,
and from the College of Graduate Studies

April 2018

New awards

Curriculum proposals from the faculties of Arts & Sciences and Creative & Critical Studies
Merger of the Faculty of Education (Okanagan) with the Faculty of Education (Vancouver) to form the Faculty of Education, establishment of Okanagan and Vancouver divisions of the Faculty of Education, establishment of the Okanagan School of Education, consequential changes to appointments, units, programs, and courses.

May 2018

New awards

New programs: Doctor of Philosophy in Kinesiology, Bachelor of Applied Science in Manufacturing Engineering

Curriculum proposals from the faculties of Applied Science, Arts & Sciences, Creative & Critical Studies, and Education

Candidates for Degrees

Jan Cioe

Deborah Roberts

}

That the candidates for degrees as recommended by the faculties, be granted the degrees for which they were recommended, effective September 2018, and that a committee comprised of the



*Registrar, the dean of the relevant faculty, and the
Chair of Senate be empowered to make any
necessary adjustments*

Admission & Awards Committee

Dr Greg Wetterstrand Chair of the Senate Admissions & Awards Committee, presented.

VANTAGE MANAGEMENT

<p>Greg Wetterstrand Peter Arthur</p>	}	<p><i>That Senate approve suspension of admission to the UBC Vantage College Management stream for the 2019 Winter Session.</i></p>
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Dr O’Leary expressed a concern with program stability with suspending admission. He noted previous issues with Management and asked if this would negatively affect public perception of the Faculty.

Senator Cioe said that the vantage model presented a problem presently; students spend time in Vancouver first. We would like to redevelop the process to allow students try experience the Okanagan campus first.

Dean Sugden said that Vantage College has a momentum as business unit within UBC and makes decisions for its own programs. Managements international admissions were quite healthy.

Dr Joanne Fox supported what senators Cioe and Sugden had said, noting that this was a vantage decisions based on low enrolment.

Senator Wylie asked why the program was failing. Our target was 60 to 75 students and that has not been achieved.

Dr Fox said that she would not label the program as failed as those students who we did admit did well. Where we have had a challenge is articulating the benefits of the program to perspective students. We have had a steady enrolment but low enrolment and not enough for our cohort model.

Dr Lasserre advised that we need to explore what makes sense and then we will bring forward ideas.

Approved



NEW AND REVISED AWARDS

See Appendix A: Awards Report

Greg Wetterstrand Catherine Comben	}	<i>That Senate accept the new and revised awards as listed and forward them to the Board of Governors for approval; and that a letter of thanks be sent to the donors;</i>
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Approved

Agenda Committee

The Chair of the Senate Agenda Committee, Dr Peter Arthur advised Senate that pursuant to the authority delegated to the Agenda Committee by the Senate as set out in Rule 25(d) of the *Rules and Procedures of Senate*, the Committee had approved the following resolutions on behalf of the Senate over the summer:

That Ms Manuela Reekie be appointed to a President's Advisory Committee for the Selection of an Associate Vice-President Health.

That Dr Trudy Kavanagh be appointed to a President's Advisory Committee for the Selection of a Vice-President, Students.

That Dr Peter Arthur be appointed to a President's Advisory Committee for the Selection of a Vice-President, External Relations.

It was noted by the Committee that Dr Arthur did not take part in consideration of his own appointment.

Nominating Committee

The Chair of the Senate Nominating Committee, Dr Jannik Eikenaar, presented.

COMMITTEE ASSIGNMENTS

Jannik Eikenaar Deborah Roberts	}	<i>That Dr Barabra Rutherford and Dr Dwayne Tannant be appointed to the Academic Policy Committee until 31 August 2020 and thereafter until replaced, to replace Dr Wisdom Tettey and Dr Miriam Grant</i>
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Approved

EDUCATION STUDENT SENATOR

Kristen Morgan Deborah Buszard	}	<i>That the Senate declare that from 2018 forward, the term of office for the Faculty of Education student member of Senate shall be from October 15 to October 14 of the following year.</i>
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Dr Eikenaar deferred to Senator Morgan, who had led the student senators in developing this proposal.

Senator Morgan advised that this change was to better align the Senate seat with student programs in education, such as had already been done in Vancouver.

Approved

Report from the Provost

The Provost *Pro Tem*. Dr Patricia Lasserre, deferred to Senator Philip barker, the Vice-Principal Research, to present.

Dr Barker presented the annual reports of the following institutes:

Okanagan Institute for Biodiversity, Resilience, and Ecosystem Services (BRAES)
 Institute for Community Engage Research (ICER)
 Institute for Health Living and Chronic Disease Prevention (IHLCDP)
 Materials and Manufacturing Research Institute (MMRI)
 Regional Socio-Economic Development Institute of Canada (RSEDIC)

Senator Wylie expressed a concern about the director of RSEDIC being the Dean of Management, stating that he was concerned that this was either a conflict of interest or a conflict of commitment. He also expressed a concern regarding arm's length financial transactions if the Faculty was financially supporting the RSEDIC. Finally, he also asked who the associate director or RSEDIC was.

Dr Barber replied that the associate director was Professor Gino DiLabio of the Department of Chemistry, and that the potential for conflicts of interest or responsibility was considered when RSEDIC was established and the status quo was judged as being an acceptable arrangement.



Senator Wylie said that his concern may be a perceived conflict of interest, not necessarily a actual one.

Dr Buszard said that we all had conflicts of commitment when we have different responsibilities. The Senate did consider that when we established the institute and were comfortable with it. At other institutions it was common for deans to have research appointments.

Dr Ono agreed to look into the nature of the directorship to ensure that there were no outstanding or new issues with the concurrent roles.

Senator Cioe said that in a collegial environment, an administrator can also be a faculty member. We do not have a dichotomy between faculty and academic administrators.

Other Business

Deborah Roberts reminded senators to submit honorary degree nominations.

Adjournment

Seeing no other business, the meeting was adjourned at 4:13 p.m.



Appendix A: Awards Report

NEW AWARDS

Proposed Award: **Kelowna Toyota Rising Star in Nursing Leadership Award**

A \$1,200 award has been made available through an endowment established by Kelowna Toyota for a third or fourth-year student in the School of Nursing in the Faculty of Health and Social Development at the University of British Columbia, Okanagan campus. Preference is given to a student who has demonstrated active involvement, in the form of leadership or engagement, within the School of Nursing, the university campus or their community. The award is adjudicated by the School of Nursing. (First award available for the 2018/19 Winter Session)

Proposed Award: **Kohler Canada Bursary in Engineering**

Bursaries totalling \$2,000 have been made available through an endowment established by Kohler Canada for third- or fourth-year students in the mechanical engineering program in the School of Engineering in the Faculty of Applied Science at the University of British Columbia, Okanagan campus. The bursaries are adjudicated by Enrolment Services. (First award available for the 2019/20 Winter Session)

Proposed Award: **UBC Blue & Gold Bursary**

Bursaries totalling \$10,200 have been made available through an endowment supported by various donors, along with matching funds from The University of British Columbia for undergraduate students at the UBC Vancouver Campus and UBC Okanagan Campus who demonstrate financial need. The bursaries are adjudicated by Enrolment Services with 80 percent of the UBC Blue & Gold Endowment Fund's annual spending allocation going to support the Vancouver Campus and 20 percent going to support the Okanagan Campus. (First Award Available in the 2018/2019 Winter Session)

Proposed Award: **Alumni UBC Blue & Gold Bursary**

Bursaries totalling \$3,200 have been made available through an endowment established in honour of the alumni UBC 100th anniversary, along with matching funds from the University of British Columbia, for undergraduate students at the UBC Vancouver Campus and the UBC Okanagan Campus who demonstrate financial need. The bursaries are adjudicated by Enrolment Services with 80 percent of the Alumni UBC Blue & Gold Endowment Fund's annual spending allocation going to support the Vancouver Campus and 20 percent going to support the Okanagan Campus. (First Award Available in the 2018/2019 Winter Session)

Proposed Award: **Irma Kurtz Memorial Award for Rural and Remote Practice for Indigenous Nursing Students**

A \$1,000 award is offered by family and friends of Irma Kurtz to a fourth-year Indigenous student in the School of Nursing in the Faculty of Health and Social Development at the University of British Columbia, Okanagan campus. Preference is given to a Métis, First Nations, or Inuit student who is pursuing a nursing career in rural and remote communities. The award is made on the recommendation of the School of Nursing. The award is established in loving memory of Irma Kurtz who, as a Métis woman, daughter, sister, mother and grandmother, loved the north and had a deep connection to the land, water, wildlife and serenity it provided for physical, emotional, social and spiritual health. (First award available for the 2018/19 Winter Session) 3

**Proposed Award: Faculty of Medicine Summer Student Research Award**

Awards of up to \$3,200 each are available to undergraduate students conducting summer research projects through the Faculty of Medicine Summer Student Research Program. Students enrolled in the MD undergraduate program or in a direct entry undergraduate program at UBC are eligible. Students are required to submit an application to the UBC Vancouver Faculty of Medicine Dean's Office to be considered for the award. The awards are made on the recommendation of the UBC Vancouver Faculty of Medicine. (First award available for the 2018/19 Winter Session)

REVISED AWARDS**Proposed Award Title: Golder Associates Award in Earth and Environmental Sciences****Amended Description:**

A \$1,000 award is offered by Golder Associates to a third-year student in the Bachelor of Science Program in the Irving K. Barber School of Arts and Sciences at the University of British Columbia, Okanagan campus. Preference is given to an Indigenous student who: has demonstrated academic excellence; has graduated from a high school in the Province of British Columbia; is majoring in Earth and Environmental Sciences; and who fosters teamwork in the classroom or participates in environmental initiatives. The award is made on the recommendation of the School.

Rationale: Donor wishes to give preference to Indigenous students

Proposed Award Title: International Major Entrance Scholarship Transition Bursary (Okanagan)**Amended Description:**

The Transition Bursary is offered to undergraduate students at UBC who fail to meet the renewal criteria for the International Major Entrance Scholarship (Okanagan) but who have experienced circumstances that affected their performance in the previous Winter Session. The Transition Bursary is a one-time award of up to the full cost of tuition and fees offered by the International Student Initiative to these students to support the student while they work to regain their award eligibility. The award is made on the recommendation of Enrolment Services in consultation with the International Student Initiative.

Rationale: The updated, more complete award description offers more detailed information on purpose and eligibility for the bursary. A review of all transition bursaries funded by the ISI is underway to standardize and update these descriptions to best reflect the purpose of the bursaries and practices in assigning them.

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15 October 2018

From: Senate Academic Policy Committee
To: Senate
Re: Faculty of Creative and Critical Studies Departmental Name Change and Faculty Reorganization

The attached proposal outlines the rationale, background, and details for a number of changes to the organizational structure of the Faculty of Creative and Critical Studies. If the Committee has reviewed the proposal and recommends the following motions:

Motions:

1. *That the Senate approve and recommend to the Board that a new Department to be named the Department of Languages and World Literatures, be established in the Faculty of Creative and Critical Studies as of January 1st, 2019.*
2. *That the Senate approve and recommend to the Board that the Department of Critical Studies be renamed the Department of English and Cultural Studies, effective January 1st, 2019.*
3. *That Senate approve that the Major and Minor in, and Combined Major with Art History and Visual Culture be transferred from the Department of Critical Studies to the Department of Creative Studies, retroactively effective July 2018.*
4. *That Senate approve that the Major and Minor in French, the Major in French and Spanish, the Major in Spanish, and the courses coded FREN, GERM, GREK, HEBR, GREK, JPST, LATN, SPAN, and WRLD be transferred to the newly established Department of Languages and World Literatures on January 1st, 2019.*

Faculty appointments will also be transferred according to the details set out in the appendix to the proposal.

Upon approval, the Senate Secretariat will work with the Faculty, Enrolment Services, and the appropriate Senate Committees to ensure that consequential changes to awards and Calendar descriptions take place in due course.

Respectfully submitted,

Dr. Jan Cioe, Chair
Senate Academic Policy Committee

August 28, 2018

**Faculty of Creative and Critical Studies
University of British Columbia**

The Faculty of Creative and Critical Studies proposes that the Okanagan Academic Senate approve and recommend to the Board of Governors for approval:

- That, effective January 1, 2019, a new Department be created, to be called The Department of Languages and World Literatures; and,
- That the Department of Critical Studies be renamed The Department of English and Cultural Studies.

Summary Proposal

Taken together, these motions divide the Department of Critical Studies into two smaller units. This will enable greater administrative efficiency; enhance the visible identity of the work within the units both within and beyond the campus; and provide focus for the current modern languages to expand and enhance course offerings under the disciplinary umbrella of World Literature.

It should be noted that the proposed renaming of Critical Studies will more accurately reflect the composition of the department following the creation of the Department of Languages and World Literatures, and the already effected (July 1, 2018) transfer of the program in Art History and Visual Culture to the Department of Creative Studies.

Background

One of the founding visions of the Faculty was “to foster an environment where interdisciplinary scholarship and learning are promoted and where research, practice, and teaching are interwoven.” Copy for a brochure prepared in 2011 for the Department of Critical Studies states that Critical is “an exciting interdisciplinary department offering programming in languages, literature and culture in the innovative Faculty of Creative and Critical Studies (FCCS) at the University of British Columbia Okanagan Campus.” It was a bold vision for humanities education and research in Canadian higher education.

By 2017, the Department of Critical Studies housed the following programs and teaching areas: Art History and Visual Culture; Cultural Studies; English; French; Spanish; Japanese; and German (the last two do not currently offer degree programs).

This vision, however, brought with it some unanticipated challenges. The 2015 external review of the Department of Critical Studies made the following conclusory observation:

Name Change and New Department

In summary, we found a generally congenial department, whose members were struggling with an unusual, multi-disciplinary department composed of disparate disciplines of varying sizes and student complement, working within an unusual faculty outside the usual BA structures, at a time of rapid change for universities, and the humanities in particular. **The Department structure is unwieldy and there are genuine concerns, which we share, about its ability to function as a department.** This unconventional structure also makes it difficult for a sense of student cohort to emerge. Given these challenges and understanding the constraints they produce, we conclude nonetheless that the department is reasonably well-positioned to weather these storms. **The structure of the Department and the Faculty in which it is placed pose many challenges which may not easily be resolved.** (2014 External Review, 17; emphasis added)

Critical Studies houses a cluster of disparate and, indeed, largely unrelated programs within one unit, each perceiving itself to be competing with each other for resources and students. This perceived competition has made it difficult to pursue robust curriculum and program development, as existing programs have been unwilling or unable to engage in experimental and risk-taking curriculum development for fear of the size of their piece in the Critical Studies pie becoming smaller. The size (42 FTE faculty, at current staffing levels) and distribution of Critical Studies programming has created a difficult unit to administer. Finally, as the External Review notes, the very name of the department serves to obscure its function and activity – the “Department of What?” has, unfortunately, become something of a running joke on the campus.

We believe the only way to address this longstanding series of challenges is to create smaller and more cohesive units whose department names more closely reflect the activities undertaken within the units.

We have already relocated our current Art History and Visual Culture appointments (4 FTE) and program administration to the Department of Creative Studies, which also houses the program in Visual Arts (VISA). The two motions, finally, are linked, and must be enacted together.

Department of World Languages and Literatures

Mission Statement

The Department of Languages and World Literatures will invite students to examine language and literature from a broad perspective, as inherently human endeavours that cross time and national boundaries. The Department will offer wide-ranging courses in languages and global literatures, from medieval Europe to modern Japan.

In a world fraught with xenophobia and anxieties surrounding national identity, this Department will foster a deeper understanding of the “other.” Linguistic competence is a valuable skill for thriving in a global economy, and the department will offer

introductory and advanced instruction in four languages – Japanese, French, Spanish, and German – along with certification examinations recognized around the world. The study of world literature designates organized forms of artistic expression, which we trace both temporally, through the centuries, and geographically, across cultures. This approach also promotes an exploration of the literary properties of other genres of artistic communication, and the relationship between literature and other genres, including film, oral traditions, television, music and visual arts.

Rationale

Understood as an academic disciplinary entity, “World Literature” sponsors the study of multiple national and linguistic literary traditions, in translation, from comparative perspectives. Analysis of student enrolment patterns over the last 10 years indicate that students are not as interested in studying single national literature traditions in the original language as they once were. Initial offerings in World Literature (WRLD) have been successful and popular, and we believe World Literature presents a significant opportunity for current faculty in the language areas to retool some of their literature courses as WRLD courses and programming. The WRLD course code is an Okanagan-only course at this time. We believe it’s an opportunity to drive a new academic vision in the humanities in the Okanagan.

Comparators

Generally speaking, World (sometimes called Global) Literature programs and courses in Canada are housed within English departments (Western, Queen’s, Toronto, McGill). The single exception is Simon Fraser University, which has a World Literature program (<https://www.sfu.ca/worldlit.html>). Trent University’s program in National, Transnational, and Global Literature houses diverse courses in English and Anglophone (including American) literary studies (<https://www.trentu.ca/english/programs/undergraduate/plans-study/national-transnational-and-global-literatures>). There are no U15 schools currently offering a freestanding World Literature program.

With respect to non-English language areas of instruction and research, smaller universities and many U15 schools have grouped the different languages together into various configurations of “Languages,” “Literatures”, and “Culture” (Alberta, Western, Queen’s, McGill).

Department of English and Cultural Studies: Mission Statement

The Department of English and Cultural Studies will continue offering courses leading to undergraduate degrees in English literary studies, and in Cultural Studies. No longer confined to the literary history of English, contemporary literary studies in English spans diverse national and colonial traditions of the Anglophone world, and considers them through multiple critical and methodological lenses. Cultural studies students learn to ask important questions about identity, power, diversity, and social justice as

Name Change and New Department

they manifest themselves within and across different forms of media, art, literature, digital, and indigenous strategies of representation. Long understood to be a “sister” discipline to literary studies, Cultural Studies also pivots on the critical interventions from the social sciences, including anthropology, indigenous studies, and gender and women’s studies.

Comparators

There is currently one (formally named) Department of English and Cultural Studies at a Canadian U15 school (McMaster University). Many prominent U15 English Departments have full-fledged Cultural studies program modules, albeit without the nomenclature (Calgary, Western, Queen’s, McGill). Given that one of the ambitions of the name change is to make the work of the unit more recognizable both within the Okanagan campus and more broadly, it makes sense to adopt a department name that reflects both sides of the department’s proposed configuration.

Financial and Administrative Implications

There is no significant budgetary impact expected from this move. While the addition of a Headship brings a permanent stipend increase to the faculty budget, we will at the same time be eliminating an Associate Head position that carried with it a course release. While the new Headship will also imply an increase to teaching release expectations, this will also prove something of a wash to current operating costs, as the larger course release associated with the former Headship of Critical Studies will be shared between the two smaller headships.

Curriculum, Teaching and Learning Implications

None.

Research Implications

None.

Consultation and Process: Internal

Our first discussion of this proposal began at a January 2017 meeting of the FCCS Faculty Council, which referred the matter to the respective (Critical and Creative) departments for consideration. In February 2017, the Creative Studies voted unanimously to welcome colleagues from Art History and Visual Culture to the Department and to house the program in AHVC in Creative Studies. In April, a meeting of all members of the various languages groups met and voted unanimously to form a new department, and recommended the name of that department be the Department of Languages and World Literatures. In March, the Critical Studies Department passed an “in principle” motion to establish two separate departments. In May 2018, members of English and Cultural Studies voted, by an extremely narrow margin of 12-11, to recommend the creation of a new Department of English and Cultural Studies (later rethought to be more properly conceived of as a name change, rather than the creation

Name Change and New Department

of a new Department). We held two more meetings of these groups to further discuss and build consensus. At the August meeting of Faculty Council, the faculty voted unanimously (one abstention) to recommend these motions to Senate.

External Consultation

We have had frequent consultation with the Senate Secretariat and former Provost and Vice-Principal Academic on the procedure for renaming one and creating a second department. Because there is no implication for curriculum or programming, we were advised there was no need to consult with Teaching and Curriculum sub-committees on Academic Senate prior to making this recommendation to Senate. Because an internal reorganization, wider consultation with VPAC-Vancouver and the Faculty of Arts-Vancouver was also deemed unnecessary.

Notwithstanding this advice, this proposal also been sent formally to the Dean of the Irving K Barber School of Arts and Sciences; the Heads of the Department of Community, Culture and Global Studies (IKBSAS); Philosophy, Political Science, and Economics (IKBSAS); History and Sociology (IKBSAS); Computer Science, Math, Physics, and Statistics (IKBSAS); and the Director of the Okanagan School of Education (Faculty of Education). These are all programs with which there has been varying levels of cooperation, adjunct appointments, and program development over the years. Feedback from this process has been unanimously and broadly supportive.

The Dean-FCCS has had multiple discussions with other the other Okanagan Deans, including the former Dean of IKSBAS; the current Acting Dean of IKBSAS; the Principal and Deputy Vice-Chancellor; the former Provost and Vice-Principal; and the Dean of Arts (Vancouver). There is broad support around these tables for this move.

Faculty Complement

At current staffing levels, the new department structure will result in the following fulltime staff complements:

English and Cultural Studies: 28 FTE

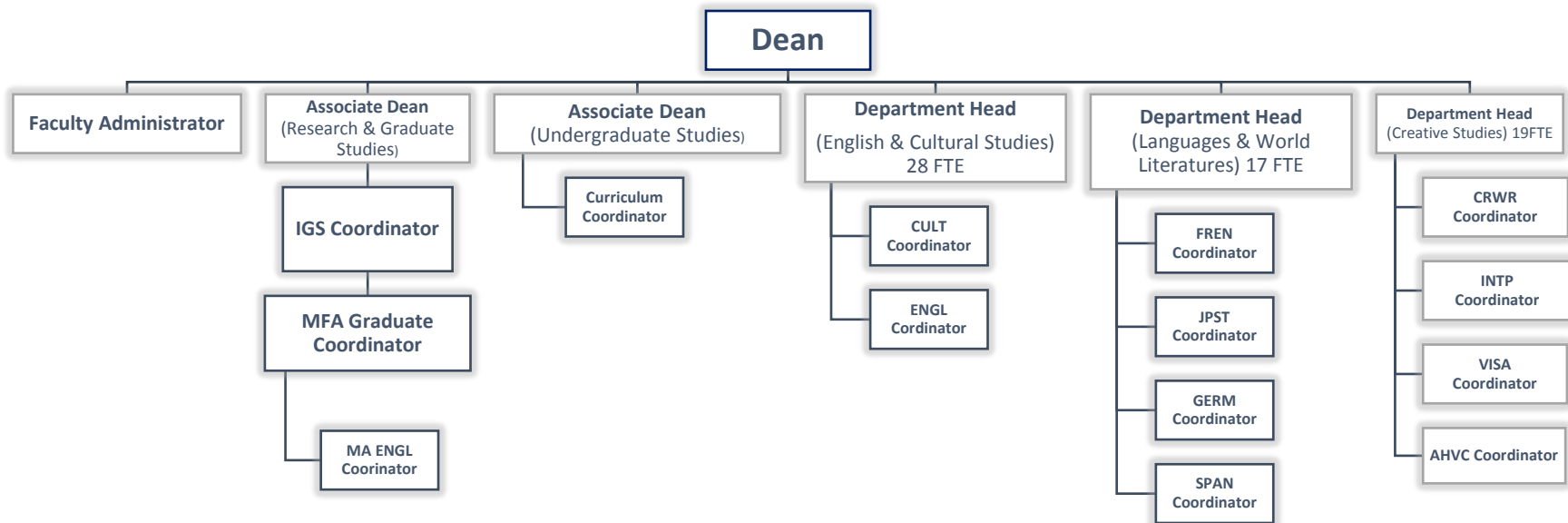
Languages and World Literature: 17 FTE

Creative Studies: 19 FTE

For further information, please refer to the attached organization chart and faculty list.



Faculty of Creative and Critical Studies – Organizational Chart Proposed New Structure



PROPOSED

Creative Studies		English and Cultural Studies (ECS)		Languages and World Literatures (WLL)	
1	Stephen Foster – VISA (Head)	1	Martin Blum ENGL/GERM – (Joint Appointment WLL) .5	1	Milka Beck – FREN (lec)
2	Neil Cadger – INTP	2	Anderson Araujo ENGL/WRLD – Joint Appointment WRLD) .5	2	Martin Blum – GERM (.5 FTE)
3	Myron Campbell - VISA	3	Jodey Castricano - ENGL	3	Diana Carter – SPAN
4	Briar Craig – VISA	4	Alison Conway (Joint Appt Barber) – ENGL - .5	4	Ramine Adl – FREN
5	Aleksandra Dulic – VISA	5	Robert Eggleston - ENGL	5	Claude Desmarais - GERM
6	Renay Egami - VISA	6	Greg Garrard – ENGL	6	Mercedes Fernandez-Duran - SPAN
7	Anne Fleming - CRWR	7	Lisa Grekul – ENGL	7	Grisel Garcia-Perez - SPAN
8	Suzanne Gott - ARTH	8	George Grinnell – ENGL	8	Christopher Gordon - FREN
9	Nancy Holmes - CRWR	9	Jennifer Gustar - ENGL	9	Jelena Jovicic - FREN
10	Denise Kenney – INTP/FILM	10	Allison Hargreaves – ENGL	10	Francis Langevin - FREN
11	Keshani, Hussein - ARTH	11	Melissa Jacques – ENGL	11	Nina Langton - JPNS
12	MacHardy, Carolyn - ARTH	12	David Jefferess – CULT/ENGL	12	Marianne Legault - FREN
13	Virginie Magnat (Joint Eng/Cult: .5 FTE)	13	Daniel Keyes - CULT/ENGL	13	Francisco Peña – SPAN/WRLD
14	Katherine Pickering - VISA	14	Sean Lawrence – ENGL	14	Bernard Schulz-Cruz - SPAN
15	Matt Rader - CRWR	15	Ruthann Lee – CULT	15	Cristina Senn – SPAN (lec)
16	Samuel Roy-Bois - VISA	16	Marie Loughlin – ENGL	16	Alwyn Spies - JPNS
17	Michael V. Smith - CRWR	17	Oliver Lovesey – ENGL	17	Stephanie Tolman – FREN (lec)
18	Miles Thorogood - (joint Appt barber: .5 FTE)	18	Janet MacArthur – ENGL	18	Virginie Magnat (Joint Appt Creative) - .5

19	Holly Ward – VISA	19	Paul Milton – ENGL	19	Anderson Araujo WRLD/ENGL (Joint Appt- ECS) - .5
20	New Hire – VISA (July 1, 2018)	20	Margaret Reeves – ENGL	20	Michael Treschow – WRLD/ENGL (Joint Appointment ECS) .5
		21	Karis Shearer – ENGL		
		22	Jordan Stouck – ENGL		
		23	Bryce Traister - ENGL		
		24	Michael Treschow – ENGL		
		25	Kyong Yoon – CULT		
		26	Emily Murphy – ENGL/DIHU (Joint Appointment Barber) .5		
		27	Joanna Cockerline ENGL -MGMT (.5)		
	FT=19	28	Alifa Bandali - CULT		FT=18
		29	Cathi Shaw – ENGL		
		30	Jennifer Payson - ENGL		
			FT=27.5		



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25 October 2018

To: Okanagan Senate

From: Admissions and Awards Committee

Re: Admissions Proposal – PhD Students Previously Admitted to Candidacy

The Committee has reviewed and recommends to Senate for approval the revised readmission requirements for PhD students previously admitted to candidacy.

The rationale for the proposal is outlined in the attached proposal form.

The following is recommended to Senate:

Motion: *That Senate approve the revised readmission requirements for PhD students previously admitted to candidacy.*

Respectfully submitted,

Dr. Greg Wetterstrand
Chair, Admissions and Awards Committee



Curriculum Proposal Form

New/Change to Course/Program – Okanagan campus

Category: 2	
Faculty/School: College of Graduate Studies Faculty/School Approval Date: 2018-04-18 Effective Session: 2018S	Date: 2018-04-19 Contact Person: Dr. Thomas Heilke Phone: 250.807.8539 Email: Thomas.heilke@ubc.ca
Type of Action: Revision to Calendar Description	
<p>Rationale: Current policy does not allow for PhD students who were admitted to candidacy to return to the program and continue on as if they did not leave. Current policy only allows transfer credit for a certain number of courses, and implies that students would have to redo coursework and candidacy requirements if more than 5 years has passed since the student completed the course requirements. This does not account for students who achieved candidacy, and withdrew from the program, but successfully achieved candidacy within the last five years. The recommended policy changes would allow “All But Dissertation” students to be readmitted to the program, and only be required to complete the dissertation (or other program-specific requirements not previously completed). The deadline to complete (3 years after readmission) accounts for time already spent in the program. The requirement of a study plan will help the student, supervisor, and committee outline a plan to complete the program in a timely manner.</p>	



Proposed Academic Calendar Entry:

[\[College of Graduate Studies – Academic Regulations – Withdrawal, Reinstatement, and Readmission\]](#)

[13513] Readmission

[13514] Readmission applies when it is appropriate to admit a student who was previously registered, as if for the first time. An application for admission, whether to the same or a different program, will be evaluated as a new application. A new application form and application fee must be submitted.

[13515] A maximum of 12 credits or up to 40% of the total number of degree credits of previously completed coursework may be applied toward the new degree program requirements, provided the courses were completed no longer than five years from the date of readmission. Courses eligible for transfer must have been awarded a grade of at least B (74% or higher at the UBC Okanagan campus). Normal program requirements apply, as does the standard time allowed for degree completion: five years for a master's student; six years for a doctoral student.

[XXXX] PhD Students Previously Admitted to Candidacy

[XXXX] PhD students who were previously admitted to candidacy may, upon approval of the relevant graduate program, be readmitted and continue with their “All But Dissertation” status provided that candidacy was achieved no longer than five years from the date of readmission.

Draft Academic Calendar URL:

<http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,285,984,1171>

Present Academic Calendar Entry:

[\[College of Graduate Studies – Academic Regulations – Withdrawal, Reinstatement, and Readmission\]](#)

[13513] Readmission

[13514] Readmission applies when it is appropriate to admit a student who was previously registered, as if for the first time. An application for admission, whether to the same or a different program, will be evaluated as a new application. A new application form and application fee must be submitted.

[13515] A maximum of 12 credits or up to 40% of the total number of degree credits of previously completed coursework may be applied toward the new degree program requirements, provided the courses were completed no longer than five years from the date of readmission. Courses eligible for transfer must have been awarded a grade of at least B (74% or higher at the UBC Okanagan campus). Normal program requirements apply, as does the standard time allowed for degree completion: five years for a master's student; six years for a doctoral student.



<p><u>[XXXX] Students applying for readmission in order to complete the dissertation must submit, as part of the application, a study plan outlining the proposed timeline and tasks required to complete the program.</u></p> <p><u>[XXXX] Students readmitted to complete the dissertation will have a maximum of three years from the date of readmission to complete the PhD program.</u></p>	
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October 25, 2018

From: Senate Admissions and Awards Committee

To: Okanagan Senate

Re: New and revised awards recommended for approval by the Okanagan Senate Admissions and Awards Committee

- a. Proposed Award: Graduate Dean's Aboriginal Entrance Fellowship
- b. Proposed Award: British Columbia Graduate Scholarship
- c. Proposed Award: International Four-Year Doctoral Partial Tuition Award
- d. Revised Award: International Doctoral Fellowship
- e. Revised Award: University Graduate Fellowship
- f. Revised Award: Aboriginal Graduate Fellowship

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

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

NEW AWARDS

Proposed Award: **Graduate Dean's Aboriginal Entrance Fellowship**

The Graduate Dean's Aboriginal Entrance Fellowship is a merit-based fellowship that is awarded to incoming full-time Canadian aboriginal graduate students entering a thesis-based graduate program. This includes Canadian First Nations, Métis, or Inuit students. Fellowships are awarded as a one-time award per degree program.

Proposed Award: **British Columbia Graduate Scholarship**

The British Columbia Graduate Scholarship is available to exceptional students entering a thesis-based graduate program on the UBC Okanagan campus.

Proposed Award: **International Four-Year Doctoral Partial Tuition Award**

The International Four-Year Doctoral Partial Tuition Award is only available to incoming international doctoral students who have a first-class admission GPA, or PhD transfer students with a first-class GPA at the time of transfer to their PhD program. The Award pays the tuition differential between international and domestic tuition for eligible students. The award provides funding for a total of four years (48 months) per awardee.

REVISED AWARDS

Revised Award: **International Doctoral Fellowship**

Award Title: **International Doctoral Fellowship**

Existing description:

The International Doctoral Fellowship (IDF) ~~program~~ supports top international students who are ~~starting~~ UBCO doctoral programs. The fellowship provides funding for a total of four years: a \$25,000 stipend plus tuition for four years from the College of Graduate Studies; ~~also, each recipient's~~ supervisor, department, or Faculty may wish to provide additional funds (top-ups) ~~comprised~~ of awards, teaching assistantships and/or research assistantships in any or all of the four years of the Fellowship

Amended Description:

The International Doctoral Fellowship (IDF) supports top international students who are **beginning their** UBCO doctoral programs. The fellowship provides funding for a total of four years: a \$25,000 stipend/**year** plus tuition for **a maximum** of four years from the College of Graduate Studies. **The** supervisor, department, or faculty **of each recipient** may **also** wish to provide additional funds (top-ups) **consisting** of awards, teaching assistantships, and/or research assistantships in any or all of the four years of the Fellowship.

Rationale: CoGS introduced the IDF last year. Due to the timing of Senate approval, the process and timelines were not ideal. In order to streamline the process and make the award more efficient as a recruitment tool, CoGS is proposing a nomination process similar to that used for the Graduate Dean's Entrance Scholarship.

Revised Award: **University Graduate Fellowship**

Award Title: **University Graduate Fellowship**

Existing description:

The University Graduate Fellowship (UGF) is awarded to current graduate students with satisfactory progress, ~~first class standing, and who are engaged~~ in a full-time thesis-based program at UBC's Okanagan Campus.

Amended Description:

The University Graduate Fellowship (UGF) is awarded to current graduate students who are making satisfactory progress, demonstrate academic excellence, and are registered in a full-time thesis-based program at UBC Okanagan.

Effective 2018W

Rationale: The new process of awarding UGF's was introduced last year. After the first year of the new process, it became apparent that there is not enough time for CoGS to review Progress Reports and notify graduate programs of the eligibility of nominated students. To ensure timely notification, CoGS would like to move the deadline forward from June 15 to June 1.

CoGS is also removing the GPA requirement and changing the eligibility criteria to match up with best practices in graduate studies nationally and internationally. This means that "academic excellence" is based not solely on GPA, but also takes into account quality of research and other academic achievements.

Only students with progress reports evaluated as satisfactory by the College of Graduate Studies are eligible for the UGF.

Revised Award: Aboriginal Graduate Fellowship

Award Title: Aboriginal Graduate Fellowship

Existing description:

The Aboriginal Graduate Fellowship is a merit-based fellowship that is awarded to Aboriginal graduate students who are engaged in full-time ~~study or research leading to a graduate degree. Incoming and currently enrolled Graduate Aboriginal students, which include Canadian First Nations, Métis or Inuit students, are eligible to apply for this funding.~~ Students are required to apply through the annual competition. Fellowships are awarded as a one-time award per degree program.

Amended description:

The Aboriginal Graduate Fellowship is a merit-based fellowship that is awarded to current Canadian Aboriginal graduate students who are engaged in a thesis-based full-time graduate degree program. This includes Canadian First Nations, Métis or Inuit students.

Students are required to apply through the annual competition. Fellowships are awarded as a one-time award per degree program.

Rationale: CoGS is introducing a Graduate Dean's Aboriginal Entrance Fellowship, which will offer eight annual awards of \$10,000. The intent is to offer two distinct awards for Aboriginal students – Graduate Dean's Aboriginal Entrance Fellowship for incoming students, and the Aboriginal Graduate Fellowship (below) for current students.

The previous Academic Standing for the Aboriginal Graduate Fellowship was a GPA of 76%. This criteria has been changed to a satisfactory progress report to allow programs more flexibility in assigning these awards.

Respectfully submitted,

Dr. Greg Wetterstrand
Chair, Admissions and Awards Committee



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25 October 2018

To: Okanagan Senate
From: Curriculum Committee
Re: Curriculum Proposals (approval)

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

Therefore, the following is recommended to Senate:

Motion: *That Senate approve and recommend to the Board of Governors for approval the new course brought forward from the Faculty of Applied Science and the new course brought forward from the Faculty of Creative & Critical Studies.*

- a. From the Faculty of Applied Science
 - i. ENGR 434
- b. From the Faculty of Creative & Critical Studies
 - i. THTR 311

For the Committee,

Dr. Peter Arthur
Chair, Curriculum Committee



Curriculum Proposal Form New/Change to Course/Program – Okanagan campus

Category: 1	
Faculty/School: Faculty of Applied Science Dept./Unit: School of Engineering Faculty/School Approval Date: 20180508 Effective Session: 2019W	Date: 2017.12.11 Contact Person: Dr. Kerry Black Phone: 250.807.8477 Email: kerry.black@ubc.ca
Type of Action: New Course	
Rationale: No other course currently exists, investigates social, economic and environmental context of engineering.	
Proposed Academic Calendar Entry: ENGR 434 (3) Global Impact of Engineering Investigation into the environmental, social, political and economic aspects of technology, including the analysis of social and environmental context of engineering activities. [3-0-0] <i>Prerequisite: 3rd year standing</i>	Draft Academic Calendar URL: http://www.calendar.ubc.ca/okanagan/proof/edit/courses.cfm?go=code&code=ENGR Present Academic Calendar Entry: N/A



Curriculum Proposal Form New/Change to Course/Program – Okanagan campus

Category: 1	
Faculty/School: Creative and Critical Studies Dept./Unit: Creative Studies Faculty/School Approval Date: 20180328 Effective Session: 2018W	Date: March 9, 2018 Contact Person: Dr. V. Magnat Phone: 250-807-8441 Email: virginie.magnat@ubc.ca
Type of Action: New Course	
<p>Rationale: Dramatic literature is unique in that it is generally designed to be performed and not merely recited or read. We currently do not have any courses which require actual performance of dramatic literature. This new third-year level course combines interactive lectures with theatre training and live performance. In addition to becoming familiar with the production history of a selected play and its various adaptations on stage and screen, students will gain an embodied understanding of the power of dramatic literature through focused studio practice culminating in a public presentation. This course will enhance the offerings in theatre by targeting a wider range of students interested in dramatic literature and performance practice, and will count towards the Minor in Theatre.</p> <p>It is expected that this course will be taught by members of the Interdisciplinary Performance Program in collaboration and/or consultation with individual members of the Critical Studies Department who have relevant expertise. With the suspension of admissions to the Major in Interdisciplinary Performance, it is expected that faculty of that program will become available to teach this course. By exploring the diversity of dramatic repertoires that are historically and culturally significant within world literature, this course will enhance the intellectual life of the campus while intersecting with the research of faculty members.</p>	



<p>Proposed Academic Calendar Entry:</p> <p><u>THTR 311 (3/6) d Dramatic Literature Performance</u> in <u>This course will explore the performance of dramatic literature through a combination of interactive lectures and acting/directing training for a selected dramatic repertoire. Students will be required to rehearse outside class time as this course will culminate in a public presentation. (1-2-0)</u></p> <p><u>Prerequisite: Third-year standing.</u></p>	<p>Draft Academic Calendar URL: N/A</p> <p>Present Academic Calendar Entry: N/A</p>
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To: Okanagan and Vancouver Senates
From: Presidential Search Committee Working Group, via the Nominating Committees
Re: Presidential Search Procedures
Date: 27 September 2018

Over the past year, a Working Group with members from the Board of Governors' Governance Committee, the Vancouver and Okanagan Nominating committees, and the administration have been developing a standing set of procedures for presidential searches at UBC. This work has been informed by the structure of previous UBC presidential searches, the policies and procedures of U15 institutions, and international comparators in the United States, United Kingdom, and Australia.

As the Senates will be aware, the last standing set of presidential search procedures was rescinded in the early 1980s so that specific timelines for each search could be included in the document. As a result, every time a search is required, the approval of the Board of Governors and Senates is required under Section 27(2)(f) of the *University Act*.

The Working Group considered UBC's situation and has developed the attached document, with an amendment to ensure first nations representation on the search committee, which has now been approved by the Board Governance Committee. Much of this document is a codification of the most recent practice. Substantive changes from the last process include:

- 1) The policy will once again be a standing document and thus approval of the Board and Senates will not be required before it is used.

Rationale: The current practice of requiring Board and Senate approval of the document each time can cause all three bodies to feel pressured for time and not allow for proper consideration of the document and any recommended changes. It is expected that the Board and Senates will review the procedures after each search to ensure currency and utility. The Working Group recommends that UBC resume its past practice of having a standing procedure for presidential searches just as it does for vice-presidential and decanal searches.

- 2) The size of the committee has been reduced from 22 to 15 members. Faculty Member and Student representation is to be kept at three (3) members each; Board, senate, decanal, alumni and staff member numbers will be reduced. There will also be an assurance made that at least one member of the committee will be a British Columbian Indigenous person.

Rationale: The Working Group notes that, over many years of additions, UBC had developed one of the largest search committees of all institutions it reviewed and considered

concerns around logistics, best practices, and balance of members on the Committee. The Working Group feels that a smaller committee would be more agile and that the current Faculty and Student numbers should be retained in recognition of their key role in the University. The Working Group also considered requests from those groups without members on the committee including vice-presidents, associate vice-presidents, service unit directors, emeriti, clinical faculty, Indigenous groups, and civic representatives. While the Working Group values all of their interactions and work within and for the University the Working Group did not feel it appropriate to expand the size of the committee to allow for further members. Instead, definitions of faculty member and staff member have been changed to be more open and ensure that all UBC employees are eligible under one definition or other. Further, without adding additional members, the Board has been given the ability to appoint a member from outside of its own membership, if needed, to ensure Indigenous representation.

- 3) The Search Committee itself will have the discretion to determine if a search should be “open” or “closed” rather than this being mandated in the procedures.

Rationale: The Working Group recognizes that this is a complex and sensitive issue. More searches for presidents (and in fact now for vice-presidents and deans) have been moved to “closed” processes in recent decade, generally at the request of candidates who are concerned regarding their current employment, and on the advice of human resources professionals. In response, especially in the United States, some governments have now passed legislation requiring “open” processes. The Working Group values both transparency and ensuring that UBC has the best pool of candidates possible, and recognizes that these two values are in conflict. The Working Group thus recommends that the search committee itself have the ability to determine – in consideration of peer practices, current conditions, and national/international trends- if a candidate shortlist should be made public.

- 4) A more robust consultation requirement has been included.

Rationale: With a smaller committee, and the possibility for the continuation of “closed” searches the Working Group believes that a robust consultation plan is integral for both the success of a presidential search and in ensuring confidence in the search process.

- 5) Specific reference is made to conflict of interest, respect, and equity considerations in the Search Committees work.

Rationale: Previously it was unclear which other university policies and procedures applied to the work of the search committee. This document now makes this explicit and provides a mechanism for resolving concerns regarding conflicts of interest or commitment.

The Board of Governors has considered these proposals at its earlier meetings, and has now approved these procedures. Under Section 27(2)(f) of the *University Act*, the approval of both Senates is also required. The Okanagan and Vancouver Senate nominating committees are in support of the proposed procedures, and are therefore pleased to recommend:

That Senate approve the procedures for the recommendation and selection of candidates for President and Vice-Chancellor of The University of British Columbia as set out in the attached proposal.



**The University of British Columbia
Presidential Search Committee
Guiding Principles & Procedures
May 2018**

UBC Presidential Search Committee Guiding Principles and Procedures

The mandate of the Presidential Search Committee is to act in the best long-term interests of the University. Every decision will be considered relative to this framework, in order that the Committee may select and recommend the best possible candidate to lead the University. The academic integrity of the University and its continuing capacity to excel in teaching, research and service shall be at the forefront of the Committee's considerations throughout the search process. No other considerations, including, but not limited to ideological, political, or expediency considerations, shall overshadow those priorities.

Members of the Search Committee – collectively and individually – bear significant responsibility for the integrity and fairness of the search process, and are accountable for its success. In fulfilling this responsibility on behalf of the University, members are expected to adhere to the guiding principles and practices set out in this document. In conducting their deliberations, they must not only act, but be *perceived* to act, fairly, consistently, and with collegiality.

This set of *Guiding Principles and Procedures* provides a framework for a Presidential Search Committee as it proceeds through the various phases of its mandate, and is intended to reinforce and maintain the high quality that is essential to these important decision-making processes. It is meant to reflect the University's values as these are expressed in the University's strategic plans, to contribute to the achievement of its presidential recruitment goals, and to build on examples of good practices within the institution and beyond.

PRINCIPLES

Specific principles are enunciated to guide the search and review processes. To elaborate and build upon these principles, the Search Committee shall develop its procedures on the understanding that all proceedings and transactions shall be conducted in strict confidence.

The principles underlying a Presidential search are:

1. Transparency and clarity of process
2. Broad consultation and timely communication
3. Accountability
4. Broad representation in Committee membership
5. Establishment of, and adherence to, a search timeline
6. Respect
7. Equity in the selection and recommendation of candidates
8. Avoidance of conflict of interest
9. Confidentiality

TRANSPARENCY AND CLARITY IN THE PROCESS

At the very beginning of the search process, the Search Committee shall decide whether or not the search is to be open or closed. This decision must take into account the University's need to recruit the best possible candidates, the public nature of the University, and best practices across Canada and the world.

Open searches are defined as searches where the identities of short-listed candidates are publicly known and there is an opportunity for feedback regarding the suitability of candidates. Open searches often include public presentations by the short-listed candidates.

Closed searches are defined as searches where the identities of the short-listed candidates are not made public, and there is no opportunity for feedback from the community at large about the candidates prior to appointment. Closed searches at the Presidential level highlight the need for a committee that has the trust of the communities it serves.

Whether a search is open or closed, the Search Committee must make every effort to solicit the views of UBC alumni, faculty, governors, senators, *emeriti* professors, staff, students, campus-wide Indigenous advisory committees, and members of the community at large through such means as forums or seminar presentations to inform the Search Committee's work. The Committee may also hold closed meetings with representative leaders of such groups who would be invited to provide confidential feedback to the Search Committee either generally or with regards to candidates.

CONSULTATION AND COMMUNICATION

The process shall include broad and extensive consultations with the University community and external constituencies regarding the University's strategic needs and the attributes and skills required of candidates to meet those needs, as outlined in prior position profiles.

As part of the commitment to collegiality and transparency, there should be timely and appropriate communication with the University community on the progress of the search. Normally, this means periodic updates from the Search Committee chair or designate on milestones the Search Committee has reached.

The Search Committee shall ensure it effectively communicates its own operations and processes, and the processes of the University, to all candidates.

In any communication on behalf of the Search Committee, the Committee Chair or designate will be the official and only spokesperson for the Search Committee.

ACCOUNTABILITY

The Search Committee shall report to the Board of Governors through the Search Committee Chair.

Upon the conclusion of the Search Committee's deliberations, the Chair's report to the Board of Governors shall provide a rationale for its recommendations and shall include the majority and minority views (if any) held by Search Committee members.

BROAD REPRESENTATION IN COMMITTEE MEMBERSHIP

1. The Search Committee shall be chaired by the Chancellor of the University and shall comprise fourteen (14) additional members as follows:
 - a. Two (2) persons, selected by the Executive Committee of the Board of Governors after consultation with the Board, at least one of whom must be a British Columbian Indigenous person if such a person is not already a member of the Search Committee;
 - b. Two (2) senators, one (1) elected by the Okanagan Senate and one (1) elected by the Vancouver Senate;
 - c. Three (3) faculty members as defined by the *University Act*, one (1) elected by and from the faculty members having their primary appointments at the Okanagan campus, and two (2) elected by and from the faculty members having their primary appointments at the Vancouver campus;
 - d. Two (2) deans, one (1) elected by the decanal members of the Okanagan Deans' Council and one (1) elected by the decanal members of the Vancouver Committee of Deans;
 - e. The Chair of the Board of Directors of *alumni UBC*, or a member of that board designated by that chair;
 - f. Three (3) students, one (1) appointed by the Student Council of the Alma Mater Society of UBC Vancouver, one (1) appointed by the Council of the Graduate Student Society, and one (1) appointed by the Board of Directors of the UBC Students' Union Okanagan from their respective memberships; and
 - g. One (1) full-time staff member elected by and from all staff members of UBC who are not faculty members under Section 1(c) above.
2. The Secretary to the Board of Governors shall serve as secretary to the Search Committee but shall not be a member of the Search Committee.
3. If a member of a Search Committee ceases to be a member of the constituency from which he or she was elected or appointed, the Executive Committee of the Board of Governors shall determine whether he or she may continue to serve on the Committee.

Should there be a vacancy on the Committee, it shall be filled by the Executive Committee of the Board from the same constituency in which the vacancy exists. For the purposes of the

position of the Search Committee Chair, that constituency shall be considered the Board of Governors.

TIMELINE

The Search Committee shall engage in a comprehensive consultative process that engages UBC alumni, faculty, governors, senators, *emeriti* professors, staff, students, campus-wide Indigenous advisory committees, and members of the community at-large in the search for the President and Vice-Chancellor. However, the Search Committee shall endeavour to make its recommendation to the Board within six months from the time an incumbent informs the Board of Governors of the decision to step down from the position or it becomes vacant for some other reason (although the Search Committee can extend the search period by up to three additional periods of one month each, if necessary to complete a successful search).

RESPECT

The search process shall be respectful of all groups and individuals involved in the process, including the candidates. In particular, the Committee's work and interactions shall be guided by *UBC's Statement on Respectful Environment for Students, Faculty, and Staff*.

EQUITY

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

The Search Committee shall conduct its work in accordance with the University's policies dealing with discrimination, harassment, equity, inclusion, and human rights, - including, but not limited to, Policy 2 (<http://equity.ubc.ca/policy-initiatives/policies/> as updated from time to time

CONFLICT OF INTEREST

Any conflict of interest or commitment, or perceived conflict of interest, of any member, as described in Policy #97 (Conflict of Interest and Conflict of Commitment) must be promptly disclosed by the member to the Search Committee Chair. The Search Committee Chair, after consultation with the other members of the Search Committee, shall recommend whether the member should recuse him or herself from any part of the Committee's deliberations, or resign should recusal be impracticable.

Should a member found by the Search Committee Chair to be in a conflict not recuse or resign as recommended, the other members of the Search Committee may, by an absolute

majority, recommend to the Executive Committee of the Board that the member be removed from the Committee, and the Executive Committee may, after consideration of submissions from both the Search Committee Chair and the member in conflict, remove that member from the Search Committee by an absolute majority.

Should the Search Committee Chair be in a conflict of interest or commitment or perceived conflict of interest, he or she must recuse him or herself from any part of the Committee's deliberations, or resign as a member and Chair of the Search Committee should recusal be impracticable.

Should an absolute majority of all other members of the Search Committee find that the Chair of the Search Committee is in a conflict, they may recommend to the Executive Committee of the Board that he or she be removed from the Search Committee, and the Executive Committee may, after consideration of submissions from both the Search Committee and the Search Committee Chair, remove the Search Committee Chair by an absolute majority.

CONFIDENTIALITY

Confidentiality throughout the search process is essential. The documents and deliberations of the search committee shall remain confidential, but the Search Committee shall make consistent and meaningful communications to the community about the process as it unfolds. Maintenance of confidentiality within the Committee is fundamental to a successful search; therefore, committee members will be asked to sign a confidentiality agreement. If confidentiality is breached, there may be adverse consequences, including the following:

- Leading candidates may withdraw;
- Other potential candidates may be difficult to attract, knowing that confidentiality has been breached;
- Lawsuits may result if a breach in confidentiality leads to a candidate being placed in jeopardy at his/her current organization; and
- The University of British Columbia may suffer a loss of reputation if it appears unable to maintain the integrity of its hiring process

1. Procedures

The Search Committee shall develop its procedures on the understanding that all proceedings and transactions shall be conducted in strict confidence, excepting for the kind of public communications noted below.

It is expected that the Board and the Senate be regularly informed on the progress of the Search Committee; therefore, the Search Committee Chair (or designate) shall provide a report at each Board and Senate meeting, on the understanding that such reports will be

made in general terms only, given the sensitivity and confidentiality of the Search Committee's work.

The Search Committee may establish subcommittees for any purposes it thinks appropriate.

2. Position Profile Composition

The Committee shall consult all University stakeholders in the Okanagan and Vancouver (*governors, senators, deans, senior administrators, faculty, staff, and students, as well as the Faculty Association executive and other associations/union leaders, student leaders, government officials, campus-wide Indigenous advisory committees, community leaders, external partners, and alumni*) about the challenges and opportunities that will face the next President and Vice-Chancellor and the attributes and expertise to be sought in candidates.

3. Reference & Other Checks

The Search Committee shall be responsible for ensuring that appropriate and comprehensive reference checks have been conducted prior to the position being formally offered to any candidate. To do so, the Search Committee may charge a search consultant, a subcommittee, or specific Search Committee members with the task of checking the references of candidates selected after the initial screening of credentials. These are generally but may not be limited to the references provided by the candidate. In this phase of the search process, the Committee will normally refrain from contacting other possible sources of information out of respect for the candidate's privacy; however, it is expected that at a later stage, peers, and subordinates will be included on the reference checklist.

A search consultant may be useful at this point in the referencing process, particularly for conducting criminal and media background checks.

4. Engagement and Attendance of Committee Members

The success of a Search Committee depends on the degree to which individual members are engaged in each stage of the process. It is critical that each member be fully engaged in the fair, objective, and comprehensive assessment of each candidate *prior* to short-listing, as well as in the assessment of candidates who are short-listed. It is equally important that all Search Committee members work from the same base of information and that the entire Search Committee be engaged in considering the significance of that information.

The quorum for Search Committee meetings shall be 60% of the members of the Committee, whether attending in person or remotely (*e.g.*, via telephone or videoconference).

Members of the Search Committee are expected to make their best effort to attend all meetings in person to ensure that the whole Committee participates fully in the deliberations leading to its decisions and recommendations.

The Search Committee shall make every effort to ensure that all members are present when making a recommendation for the appointment of a President and Vice-Chancellor.

5. Search Consultant

A professional search consultant with significant national and international experience and reach will be employed by the University to assist the Search Committee with recruitment of candidates. A record of successful presidential searches at peer universities should weigh heavily in the selection of a consultant. The Executive Committee shall review proposals received, interview potential search firms, and recommend a consultant for consideration and approval by the Search Committee.

6. Terms of the President and Vice-Chancellor Appointment

In consultation with the professional search consultant, the Executive Committee of the Board shall establish contract parameters and compensation for the successful candidate. The Search Committee shall not have the responsibility of discussing contract provisions with candidates, excepting only that the Search Committee Chair shall review these provisions with all individuals on the short list prior to interviews.

The Board Chair shall negotiate the contract with the preferred candidate. The final terms for a contract shall be approved by the Executive Committee of the Board, and then presented to the Board of Governors for its approval.

7. Recommendation

After completion of its deliberations, the Search Committee shall identify a candidate to be recommended via the Executive Committee to the Board of Governors for appointment as President and Vice-Chancellor of the University.

The Search Committee shall strive for unanimity in presenting one preferred candidate and, if possible, a rank-ordered list of additional candidates, taking into account the principle of accountability as stated above. If the recommendation of the Search Committee is not unanimous, minority opinions of Search Committee members will be presented to the Board of Governors through the Search Committee Chair.

8. Orientation

All members of the Search Committee shall attend an orientation session to establish a common understanding of the principles guiding the Committee's deliberations, key elements of the search process, and expectations and responsibilities of the individuals on the Search Committee and of the Search Committee as a whole. Such an orientation should focus on the nature of the office and the challenges and opportunities facing the next UBC President and Vice-Chancellor, and include briefings by available former or current central University administrators, (particularly presidents), as well as a review of the academic research on successful university leadership.

Motion: That Senate conduct a full investigation, by whatever means deemed most suitable, into the management of the Interdisciplinary Graduate Studies (IGS) Program in the Faculty of Management (FOM), 2010-18.

Students in the FOM IGS program rose from zero in 2010-11 to 13 (9 PhD, 4 MA) in 2015-16. There were 3 graduates in the period, 2 MA and 1 PhD. Applications, offers, and admissions data for the last 6 academic years have now been provided via the acting dean of the College of Graduate Studies (CoGS), along with redacted letters of all admission offers and student replies to these letters, 2013-18, from a FOI inquiry.

There were 41 applications to enter the program in the four academic years 2012-13 to 2015-16, 16 offers of admission, 12 accepted, 3 declined, and 1 deferred. Only 1 new offer was made for 2015-16 entry, made in March 2015, which was declined, none for 2016-17 or 2017-18.

1. On September 30, 2015, the director of the FOM took over all final oversight and signoff on all IGS activity, including admissions, from the FOM IGS coordinator and the Standing Committee of the Faculty Council, the Research and Graduate Admissions Working Group (RGAWG), that together have the authority under the FOM Faculty Council Terms of Reference, approved by Senate in 2013, to consider and adjudicate graduate applications for admission.

2. After September 30, 2015, the then FOM IGS coordinator was told by the FOM director that they were no longer required to perform their appointed and Senate-approved role, and then, on September 8, 2016, was told by the FOM director that they were assigning the IGS coordinator role to another faculty member. Subsequently, no other faculty member was assigned. It is unclear what constitutional role an FOM IGS coordinator or the RGAWG has played in the process of adjudication of applications since September 8, 2016. It appears to have involved only the director and associate dean of the FOM, in violation of the FOM constitution.

3. On October 23, 2015 the FOM director stated that the FOM could not accept any IGS students until it had sorted out support for existing students. Prospective students and faculty supervisors, Faculty Council, and Senate, were not informed of this decision, and the approval of Faculty Council and Senate was not sought. The suspension of admissions was not publicly posted on any UBC website. The decision appears to have been made by the dean of the FOM, and no students were admitted to the program after May 1, 2015, until at some point in 2018.

The number of students in the FOM IGS program declined from 13 in 2015-16 to, as I understand it, 5 (4 PhD, 1 MA) as of early 2018, with 1 student admitted after early 2018 for the 2018-19 academic year. After May 2015 until 2018, 11 students applied for admission, there were no offers of admission made and no students admitted, 3 students graduated, and presumably, given the annual enrolment data, 5 students either discontinued or transferred.

4. As an elected Senator I raised this issue of students being denied admission of the FOM IGS program at the September 2017 Senate meeting, At this meeting, no administrator of UBCO,

presumably aware of the suspension of admissions, and on Senate, such as the dean of FOM, and the then dean of CoGS, nor the provost nor principal and DVC, informed Senate of the suspension of admissions at that time.

5. As an elected Senator, representing the Joint Faculties, in March 2018 I contacted the associate dean and IGS director of CoGS, and also the director of the FOM, regarding the suspension of admissions. The associate dean of CoGS told me there was no suspension, and the director of the FOM did not respond to my email. At the March 2018 Senate meeting, the then dean of CoGS said there was no suspension of admissions.

6. The current policies and procedures of admissions to the program are unclear. Presumably the director of the FOM still has final oversight on all IGS activity including admissions. There is apparently no appointed FOM IGS Coordinator, and the current role of an FOM IGS coordinator and the RGAWG in the consideration and adjudication of graduate applications for admission, as per the Senate-approved constitutional procedures, is unclear. The current role of the director and associate dean of FOM in overriding the Senate-approved procedures for the approval of new students to enter the program is also unclear.

7. In the official Graduate Education Analysis and Research (GEAR) data on applications, offers, admissions and enrolment of graduate students at UBCV and UBCO, for 2015-18, there are no records of applications, offers, admissions or enrolment in the FOM IGS program for any of 2015, 2016, 2017, or 2018 (interim). There are applications, offers, admissions, and enrolment records for the IGS and other graduate programs in every other Faculty on the Okanagan campus. There are also records for the FOM Master of Management (MM) program. It is unclear why there no official GEAR data for the IGS program in the FOM 2015-18, but that there are such data for the IGS program in every other Faculty, and in the MM in the FOM, 2015-18.

8. The former dean of CoGS stated at the April 2018 meeting of Senate that there was no suspension of admissions 2015-18 and there were offers made in the FOM IGS for entry in the three academic years 2015-16 to 2017-18, but that none of these offers resulted in any admissions, as they were all rejected by the students.

The FOI inquiry shows that there was an admission offer for 2015-16 made in March 2015 that was declined by the student, and an admission offer for 2015-16 made in July 2014, after the student had asked for a one-year deferral of entry from 2014-15 to 2015-16. In July 2015 the student asked for an additional one-year deferral to 2016-17, which was declined by UBC.

9. Hence the only 2 offers made and rejected for 2015-16 were both made well before admissions were suspended in October 2015 (one in July 2014 and the other in March 2015). There were no new admissions offers made after March 2015, until at some date in 2018, for one student for entry in the 2018-19 academic year, an offer which was accepted. So no offers were made for 2016-17 or 2017-18. It is unclear if the former dean of CoGS was aware of the fact that the 2 offers for 2015-16 were made well before admissions were suspended in

October 2015. 15 applications were rejected over the four academic years of 2015-16 to 2018-19. The former dean of CoGS also called my inquiries “vexatious” on the floor of Senate.

The decline of student enrolment from 13 to 5, 2015-18, the suspension of admissions to the program October 2015 to February 2018, without Senate or Faculty Council approval, without informing faculty or students, and without the posting of the suspension on any UBC website, and the fact that there are no records of enrolment, applications, offers and admissions to the program in the official UBC GEAR data since 2015, are in my view serious issues of academic governance and institutional integrity.

10. Can this not be characterized as fraud and misrepresentation, the purported offering of something to students, under false pretenses? What explains the silence and denials of UBCO senior administrators since my first inquiries in August 2017 to date? Is the dean of the FOM, UBCO, its Senate and its senior administration, not to be held responsible and accountable for this? Where does the buck stop regarding institutional integrity at UBCO, with the principal and DVC, or the president? As President Ono stated in an email to faculty at UBC in 2016:

“We will become a stronger and better university if our most outstanding faculty take ownership of our academic standards and academic governance....You are the real experts on UBC. You have ideas about how the university can be improved...I will work with the Board of Governors, Senates, central administration, deans, heads and director and faculty members at large to continuously improve UBC’s governance, guided by principles of transparency, openness and accountability. It is critical that the faculty have reason to trust, respect and view as competent the people in leadership roles at the university. Together, we can improve UBC one step at a time...”¹

I am also mindful of course of UBC’s five core values; Excellence (striving to be, and being, outstanding), Integrity (being honest, ethical and truthful), Respect (regard shown towards people), Academic Freedom, (to express ideas through respectful discourse and the pursuit of open discussion, without risk of censure), and Accountability (being responsible for our conduct and delivering upon our commitments).²

Hence, in the pursuit of improving UBC, one step at a time, and upholding the core values of UBC, I believe that it would be appropriate for Senate to conduct a fact-finding investigation into the IGS program in the FOM, 2010-18, to determine exactly what has occurred, especially with respect to events 1-10 above.

Respectfully submitted, Peter Wylie, Elected Representative of the Joint Faculties, Okanagan Senate, 2005-08, 2014-17 and 2017-20.

¹ UBC Broadcast Email, *Invitation to engage from Professor Santa Ono*, July 12, 2016, 9.41 AM.

² *Shaping UBC’s Next Century: Strategic Plan 2018-2028*, p. 9.