



Okanagan Senate

THE THIRD REGULAR MEETING OF
THE OKANAGAN SENATE
FOR THE 2018/2019 ACADEMIC YEAR

THURSDAY, 22 NOVEMBER 2018

3:30 P.M. | ASC 130

1. Call to Order – Prof. Deborah Buszard

2. Senate Membership

New Member

Dr Ananya Mukherjee-Reed, Provost and Vice-Principal (Academic), to replace Dr Patricia Lasserre.

3. Minutes of the Meeting of 25 October 2018 - Prof. Deborah Buszard
(approval) (docket pages 3-14)

4. Business Arising from the Minutes - Prof. Deborah Buszard (information)

5. Remarks from the Deputy Vice-Chancellor and Related Questions - Prof. Deborah Buszard (information)

6. Candidates for Degrees - Prof. Deborah Buszard (approval)

The list as approved by the faculties is available for advance inspection at Enrolment Services, and will also be available at the meeting.

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

That the candidates for degrees as recommended by the faculties and the College of Graduate Studies, be granted the degrees for which they were recommended, effective November 2018, and that a committee comprised of the Registrar, the relevant dean(s), and the Chair of Senate be empowered to make any necessary adjustments. (2/3 majority required)

7. Academic Policy Committee – Dr Jan Cioe

- a. Policy O-4.2: Governance of the College of Graduate Studies (approval) (docket pages 15-26)



- b. Policy O-9: *Graduate Student Supervision and Membership in the College of Graduate Studies* (approval) (docket pages 15-16, 27-32)

8. Admissions & Awards Committee - Dr Gregory Wetterstrand

- a. Revised admission requirements for the M.Sc. Mathematics program.(approval) (docket pages 33-37)
- b. New and Revised Awards (approval) (docket pages 38-44)

9. Curriculum Committee - Dr Peter Arthur

Curriculum proposals from the College of Graduate Studies, and Faculty of Health and Social Development (approval) (docket pages 45-58)

10. Other Business

**11. *IN CAMERA* - Learning & Research Committee – Dr Jon Corbett
Honorary Degree Nominations (approval) (to be circulated at meeting)**

The Rules and Procedures of the Okanagan Senate states that meetings will adjourn no later than 5:30 p.m. 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 25 OCTOBER 2018

DRAFT

Attendance

Present: Prof. D. Buzard (Vice-Chair), Dr K. Ross (Secretary), Dr S. Alam, Dr P. Arthur, Ms H. Berringer, Dean G. Binsted, Mr M. Campbell, Mr Y. Chen, Ms C. Comben, Dr J. Corbett, Ms B. Dawson, Ms T. Ebl, Dr J. Eikenaar, Ms L. Fraser, Dr J. Gustar, Ms M. Harper, Dr J. Jakobi, Dr J. Johnson, Dr P. Lasserre, Dr R. Lawrence, Dr S. Lawrence, Dr M. Legault, Ms B. MacBean, Dr B. Marcolin, Dr S. McNeil, Ms K. Morgan, Dr F. Pena, Mr A. Pipke, Dr M. Reekie, Dean *Pro Tem*. B. Rutherford, Ms R. Snider, Dean R. Sugden, Mr V. Tamandong, Dean *Pro Tem*. D. Tannant, Dean B. Traister, Mr J. Traplin, Dr G. Wetterstrand, Dr P. Wylie.

Regrets: Prof S. J. Ono (Chair), Mr U. Anyaoha, Dr P. Barker, Ms D. Carter, Mr S. Chong, Dr J. Cioe, Mr I. Cull, Dean B. Frank, Chancellor L. Gordon, Dr M. Hoorfar, Dr J. Hossain, Dr R. Lalonde, Dr J. Loepky (LOA), Dr Y. Lucet, Mr J. Naqvi, Dr S. O'Leary, Dean J. Olson, Dr D. Roberts, Dr R. Sadiq,

Clerk: Mr C. Eaton

Call to Order

The Vice-Chair of the Senate, Professor Deborah Buszard, called the meeting to order at 3:32 pm

Senate Membership

NEW MEMBER

The Registrar, Dr Kathleen Ross, welcomed Mr Andrew Pipke to Senate as a student member for the Faculty of Applied Science until 31 March 2019 and thereafter until replaced to fill a vacancy.

NOMINATING COMMITTEE

The registrar announced that as a result of the call for nominations issued at the last meeting Dean Bryce Traister and Dr Stephen O'Leary were acclaimed as elected to the Senate Nominating Committee until 31 August 2020 and thereafter until replaced.



Minutes of September 2018

Peter Arthur } *That the Minutes of the Meeting of 28 September*
 Catherine Comben } *2018 be approved as presented.*

Approved

Remarks from the Deputy Vice-Chancellor

On behalf of Dr Ono, Professor Buszard advised that UBC had now created an Emeritus College to further the work of emeritus professors at UBC and build on the past work of the Association of Professors Emeriti in a new academic entity. She suggested that the Okanagan campus should consider how to work with that College to support local opportunities for emeritus engagement.

Second, Dr Buszard noted this month's Joint Convocation ceremony between SFU and UBC to confer honorary degrees on His Highness the Aga Khan. Dr Buszard noted that the Okanagan Campus' Susan Crichton has a long-standing relationship with the Aga Khan University in Dar Es Salaam, Tanzania. She expressed a hope that more can grow from that collaboration for UBC and the Okanagan campus.

Finally, Dr Buszard noted that earlier today she was in Penticton for a signing of a partnership agreement with Okanagan College for green construction initiatives.

Academic Policy Committee

Stephen McNeil } *That the Senate approve and recommend to the*
 Bryce Traister } *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;*

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;

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; and



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, JPST, LATN, SPAN, and WRLD be transferred to the newly established Department of Languages and World Literatures on January 1st, 2019.

A student senator asked why the proposal was effective 1 January instead of 1 September.

The Dean of Creative and Critical Studies, Dr Bryce Traister, replied that they were eager to get started and planning needed to begin early for teaching assignments and other activities. He further said that the Faculty was also hoping to make new appointments and those could be made to new departments if they were already established.

Senator Johnson asked why critical studies was being renamed.

The Dean replied that English and Cultural Studies were distinct programs that the Faculty would like to have that recognized in the department name.

Admission & Awards Committee

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

PHD STUDENTS PREVIOUSLY ADMITTED TO CANDIDACY

Greg Wetterstrand
Dwayne Tannant

}

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

Approved



NEW AND REVISED AWARDS

See Appendix A: Awards Report

Greg Wetterstrand Dwayne Tannant	}	<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

Curriculum Committee

Dr Peter Arthur, Chair of the Senate Curriculum Committee, presented.

OCTOBER CURRICULUM REPORT

See Appendix B: Curriculum Report

Peter Arthur Robert Campbell	}	<i>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.</i>
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Approved

Nominating Committee

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

PRESIDENTIAL SEARCH PROCEDURES

Jannik Eikenaar Peter Arthur	}	<i>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.</i>
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Dr Eikenaar noted this document had been through many revisions and conversations and that the Board of Governors and Vancouver Senate had already approved this proposal, thus the Okanagan Senate's approval was the last required under the *University Act*.

Senator S. Lawrence asked if a search consultant was required by these procedures.

The Acting Secretary, Mr Eaton, replied that one was required by the procedures.

Approved

Other Business

FACULTY OF MANAGEMENT AND THE INTERDISCIPLINARY GRADUATE STUDIES (IGS) PROGRAM

Peter Wylie Jennifer Gustar	}	<i>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.</i>
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Senator Wylie noted he had requested the past seven years of data for IGS admissions for management, and that the data he received showed that no offers of admission were made in the past 3 years. He noted that despite that data, last April, a former Dean of COGS advised Senate that offers were made in the past year. He thus opined that without students or the Senate being informed, that admission in the IGS program for Management was suspended. He further noted that IGS in Management was missing from the Graduate Education Analysis and Research (GEAR) data from 2015-2018; the only program without data listed. He suggested that Senate needed an investigation into how and why this has been allowed to occur in violating of the academic governance of Senate and in the interests of transparency.

On behalf of the student members of Senate, Senator Morgan spoke in favour of the motion, with the suggestion that the words "into the management of" be dropped as unduly narrowing the motion.

Amendment: Strike the words into the management of. MORGAN/JOHNSON

Kristen Morgan James Johnson	}	<i>That "into the management" be struck from the proposal.</i>
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Senator Wylie said he did not see this as a major difference, it would just be a broader review of the same issue.



Dean Traister asked why the students were proposing a broader review.

Senator Morgan said that the students agreed to unduly narrow the mandate of a review.

Dean Traister said that he thought the original motion was a temporal overreach and the amendment would expand its reach further. As a result, he said could not support the amendment as it could be damaging.

Senators Eikenaar and Marcolin agreed with Dean Traister.

Senator Johnson spoke in favour of the amendment. He said he did not know what was going on in Management but he wanted to find out. He noted that Senate had approved many programs and this one may not be viable; if so, we should find out why that is.

Dean Sugden said that he did not understand this argument. He reminded Senate that there was no Management IGS program, There is an IGS program in which management participated. This was not about viability of graduate programs. He noted that when the Vantage program withdrew from Management there were comments on viability; that should not have been about Management, as it was about Vantage just as this was about IGS.

Senator Eikenaar asked if it would not fall within the College of Graduate Studies (COGS) to determine the viability of the program.

Senator Wylie said that faculties volunteered to participate in the IGS program, and Management oversaw admission of students into Management in the IGS.

The Provost *Pro Tem.*, Dr Lasserre, said that her understanding was the Faculties made a recommendation to COGS, but COGS itself approved.

Senator Marcolin spoke against the amendment, saying that a broader investigation would not give more clarity to admissions issues.

Amendment Not
Approved

Senator Marcolin said that in Management she had 4 doctoral and 1 masters student in IGS. In their programs, she worked with COGS much more than with the Faculty of Management.

Senator Corbett said that his department accepted co-supervision of an IGS student in Management so clearly there could not be a complete suspension. Management and Arts & Sciences IGS processes were different he noted, but he understood that faculties had that flexibility.



Senator R. Lawrence said that in his discipline, people could see things in different ways. The kinds of discussion Senate was having should be considered by an investigation. The question is not what happened, the question is if we should ask. He opined that we should.

Senator Wylie said that Senator Marcolin's comments could not be accurate as he know of a Faculty of Management faculty member who had her request to supervise graduate students denied by the Management Dean's Office. He suggested that the administration could offer to have an investigation and if so, the motion could be withdrawn.

The Vice-Chair said that she did not feel it would be appropriate to act without senate making a decision.

Dean Tannant said that as written, the motion was flawed as there was no IGS program in Management. He said that in the supporting documents there were statements that are meant to be taken as factual but he did not think that proper until an investigation occurred.

Senator Binsted said that one of the long-term weaknesses in IGS was the lack of a home faculty for students. There is clearly a faculty member who is upset with an issue; he asked why that person had not brought their concerns forward and why this wasn't being dealt with within Management.

Senator Sugden said that he was at a loss as to why this issue keeps returning to Senate yet has never come through the collegial processes within the Faculty of Management. He noted that these issues have not been raised within the faculty and he did not understand why the senate would involve itself when those options had not bene undertaken. He expressed a concerned with an environment developing where assertions can be taken as facts if repeated. It is a fact that there is not a Management graduate nor IGS program but we keep using that incorrect diction. He suggested that there were a large number of factual errors in peters document, one of these was the assertion that applications have not come to the appropriate committee. They have. There were not many, and there are legitimate workload issues for some faculty members that are management by the Management director in the place of a head. The Dean opined that due processes was not being followed and he was shocked that senate would entertain such ideas. He concluded by noting that not having admissions for a period is not a sign of bad governance, it could be a good sign given capacity issue sand ensuring a high quality student experience.

Senator Gustar said that it was incumbent upon the Senate when issues are raised by colleagues to conduct a fact finding mission.

Senator Jakobi said that IGS has just undergone a massive review and re-organization, and this issue did not come forward as part of that matter. She asked if the Senate was re-doing that review's work. Secondly, she said that the documentation that has come forward has always focused on an individual faculty member's circumstances. Senate does not deal with individual



cases; this case should be dealt with at the program level or that person could come forward to Senate.

Senator Johnson asked if there were records in GEAR by faculty.

Senator Tannant said yes there were. Students were tagged with a faculty, not by a program or theme.

Senator Morgan said that the students felt strongly that they needed to support this motion as allegations have been raised and there is insufficient evidence to support or refute them. We do not know what happened and we do not have a full, complete, centralized account.

The Registrar suggested that the motion be amended to read “That Senate conduct a full investigation, by whatever means deemed most suitable, into the admission of the Interdisciplinary Graduate Studies (IGS) Program to the Faculty of Management (FOM), 2010-18” to clarify the nature of the proposed review.

Senator S. Lawrence said that there were obviously individual cases and we cannot discuss them on the floor for privacy reasons.

Sean Lawrence Kristen Morgan	}	<i>That Senate conduct a full investigation, by whatever means deemed most suitable, into the admission of the Interdisciplinary Graduate Studies (IGS) Program to the Faculty of Management (FOM), 2010-18.</i>
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Approved

Senator Tannant clarified that COGS was asked for the data, and did provide the data. We have already participated in his investigation. We view our role in any investigative process as complete.

Senator Marcolin asked if this issue had been brought to Grad Studies. She noted that a previous Dean had said there was no issue with admissions.

Senator Wylie said that he did raise the issue in March with the associate deans of COGS.

The Vice-Chair asked if, before the Senate acted, if it would make sense to have the COGS Council consider this matter and any relevant data as there does not seem to have been a conversation at Graduate Council on this matter.



Dr Wylie said he had the data and documentation already; what he wanted to know was why things happened as they did. He confirmed for the Vice-Chair that he did not feel individual circumstances were germane to that question.

Not Approved

Abstentions – Senators Corbett, Ebl, Reekie, Pipke, R. Lawrence

Adjournment

Seeing no other business, the meeting was adjourned at 4:38 p.m.



Appendix A: Awards Report

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**

Existing description:

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

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.

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**

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 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.



Appendix B: Curriculum Report

FACULTY OF APPLIED SCIENCE

ENGR 434 (3): Global Impact of Engineering

FACULTY OF CREATIVE & CRITICAL STUDIES

THTR 311 (3/6) d: Dramatic Literature in Performance

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9 November 2018

From: Senate Academic Policy Committee
To: Senate
Re: Revised Policy O-4.2: *Governance of the College of Graduate Studies* and new Policy O-9: *Membership in the College of Graduate Studies*

Attached are two polices for your review and approval concerning the College of Graduate Studies. Previously, both membership in, and governance of the College of Graduate Studies were handled in one policy (O-4 and O- 4.1) and its associated procedures. The issue of membership in the College of Graduate Studies is intrinsically related to the supervision of graduate students. To provide better governance for graduate student supervision, the previous Dean of the College of Graduate Studies sought to separate the issue of membership in the College (and graduate student supervision) from the governance of the College itself. For this reason, Policy O-9 has been drafted as a separate but related policy to O-4.2.

Revised Policy O-4.2 and Policy O-9 have been reviewed twice by the Graduate Council, who approved draft versions that were sent to the Academic Policy Committee. The Committee has made small adjustments to those drafts before putting these policies forward for the consideration. We would like to draw your attention to one of these changes, wherein we reduced the review period for Policy O-9 from the norm of five years to a shorter period of two years.

The Committee had a discussion of whether the various ranks for whom membership in the College of Graduate Studies is automatic should be reviewed with a view to becoming more inclusive of the teaching ranks. While the Committee felt that the time is right for this conversation to be undertaken, it acknowledges that careful consideration and broad consultation would be involved. They did not want the time necessary for this conversation to impede the approval of O-9 and its objectives to improve the framework for graduate student supervision on Campus. The Committee expects to return to Senate next Triennium with recommendations in this regard.

Motions:

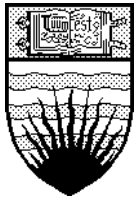
- a) *That Senate approve revised policy O-4.2: Governance of the College of Graduate Studies, effective immediately; and,*
- b) *That Senate approve policy O-9: Membership in the College of Graduate Studies, effective immediately.*

Please note also that as a consequence of the motions above, the procedures previously associated with the prior versions of Policy O-4.2 will be dissociated with the policy as their objectives have been replaced with Policy O-9.

Respectfully submitted,

Dr. Jan Cioe, Chair
Senate Academic Policy Committee

THE UNIVERSITY OF BRITISH COLUMBIA



SENATE POLICY: O-4.2

OKANAGAN SENATE
c/o Enrolment Services
University Centre
UBC Okanagan Campus

Number & Title:

O-4: *Governance of the College of Graduate Studies*

Effective Date:

Proposed for implementation **January 1, 2019**

Approval Date:

Proposed for consideration by *Senate* November 22, 2018

Review Date:

This policy shall be reviewed five (5) years after approval and thereafter as deemed necessary by the *Responsible Committee*. Such a review shall be in consultation with the Graduate Council.

Responsible Committee:

Senate Academic Policy Committee

Authority:

University Act, S. 37(1)

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

(i) to recommend to the board the establishment or discontinuance of any faculty, department, course of instruction, chair, fellowship, scholarship, exhibition, bursary or prize;

(p) to deal with all matters reported by the faculties, affecting their respective departments or divisions;”

S. 47(2)

A university must, so far as and to the full extent that its resources from time to time

permit, do all of the following: (a) establish and maintain colleges, schools, institutes, faculties, departments, chairs and courses of instruction;

(f) generally, promote and carry on the work of a university in all its branches, through the cooperative effort of the board, senate and other constituent parts of the university”.

Purpose and Goals:

This policy is designed to:

- 1) Provide direction to the *College of Graduate Studies* and the faculties on the structure and responsibilities of the *College of Graduate Studies*;
- 2) Set out the membership, structure, and responsibilities of the *Graduate Council*.

Applicability:

This policy is applicable to graduate *courses of study* and *courses of instruction* at *UBC Okanagan*.

Exclusions:

Senate and the *Board* may, by resolution, declare the *College of Graduate Studies* to not be responsible for a graduate *course of study* and thus have all aspects of that *course of study*'s administration be the responsibility of its awarding faculty.

Currently excluded courses of study are:

- Master of Management
- Master of Engineering Leadership in Resource Engineering Management

Excluded courses of study will not receive training, support or resources from the College of Graduate Studies.

Definitions:

For the purposes of this policy and in all other policies in which they are not otherwise defined:

- *College of Graduate Studies* or *College* means the coordinating body for graduate education at *UBC Okanagan* established by the *Senate* and *Board*.
- *Course of instruction* means a credit course offered by the *University* at its *UBC Okanagan* campus.
- *Course of study* means an academic degree, diploma, or certificate program or other activity resulting in an academic credential from the *University* granted at its *UBC Okanagan* campus.
- *Graduate Program Coordinator* means the Faculty Member appointed by a Dean or Department Head to administer a graduate program.
- *Course-based Master's* means a non-thesis graduate course of study offered by the *University* at its *UBC Okanagan* campus

- *Graduate Council* means the governance body established under this policy for the government and the direction of the *College of Graduate Studies* and its affairs and business.

Policy:

- 1) The *College of Graduate Studies* is responsible for the quality and administrative oversight of all graduate courses of study and other graduate educational matters on the UBC Okanagan campus.
- 2) The *College of Graduate Studies* and faculties will coordinate specific tasks and responsibilities associated with graduate students and graduate courses of study as summarized in the Appendix: Coordination of Responsibilities for Graduate Education Matters.
- 3) The *College of Graduate Studies* is responsible for post-doctoral support and advocacy on the UBC Okanagan campus.
- 4) The *College of Graduate Studies* is responsible for maintaining a central coordinating role in the Interdisciplinary Graduate Studies Program as articulated in the Interdisciplinary Graduate Studies Program guidelines approved by the Okanagan Senate.
- 5) There shall be a University Graduate Council appointed by and responsible to the *College of Graduate Studies*.
 - a. *Graduate Council* Membership
 - i. Ex officio members (with voting powers)
 - Dean of the College of Graduate Studies (Chair)
 - President
 - Deputy Vice-Chancellor
 - University Librarian or his or her designate
 - Provost
 - Vice-Principal Research
 - Dean of each Faculty or his or her designate
 - Associate Dean(s) of the College of Graduate Studies
 - Associate Dean, Research and Graduate Studies or equivalent from each Faculty
 - iii. Faculty members
 - a. The faculties shall select 18 members as described in the Appendix: Allocation of Faculty Representation on Graduate Council. The selected faculty members must be members of the *College of Graduate Studies* with satisfactory standing.
 - b. Each faculty shall determine its own procedures for selecting its representatives.

- iii. Student members
 - a. One (1) doctoral student elected by and from doctoral students
 - b. One (1) research master's student elected by and from research master's students.
 - c. One (1) course-based master's student elected by and from course-based master's students.
 - d. No more than one student from any faculty. Student members can serve for a maximum of two years provided they remain registered as graduate students.

- iv. Non-Voting Members
 - The Registrar or his or her designate
 - The Director of *the College of Graduate Studies*
 - The Associate Director, Admissions and Records of the *College of Graduate Studies*

b. Terms of Reference

- i. Subject to approval by the *Senate* and to this policy, the *Graduate Council* shall be responsible for the governance of and the procedures followed by the *College of Graduate Studies*.
- ii. Without limiting the generality of Section 1 or Sub-Section 4 (b)(i), the *Graduate Council* shall be responsible for:
 1. Reviewing graduate-level *courses of instruction* and *courses of study* for academic quality and to make recommendations thereon to the appropriate committees of *Senate*;
 2. Assuring uniformity of practices and standards for master's theses and doctoral dissertation defence oral examinations;
 3. Establishing and revising standards for graduate-level theses, dissertations and comprehensive examinations;
 4. Establishing and revising standards for the admission to candidacy of doctoral students;
 5. Establishing and revising processes for determining admissibility to graduate *courses of study*;
 6. Establishing and revising processes for determining eligibility to graduate from graduate *courses of study*;

7. Reviewing recommendations resulting from academic reviews of graduate *courses of study* and making recommendations thereon to the Dean of the *College*, the faculties, *Senate*, or others as appropriate;
8. Recommending the standards, criteria and terms of graduate scholarships and awards to the *Board* and *Senate*;
9. Recommending procedures under this policy to the *Responsible Committee*; and,
10. Establishing necessary standing and ad-hoc committees of the *Graduate Council*, setting out their compositions and terms of reference, and delegating to such committees such powers of the *Graduate Council* as the *Graduate Council* sees fit except for the power to further delegate.

iii. The teaching of graduate *courses of instruction* is the responsibility of the faculties.

c. Meetings of the *Graduate Council*

- i. Regular meetings of the *Graduate Council* shall occur monthly, with the time and location for such meetings to be set by the Dean of the *College of Graduate Studies* for each year prior to the start of term 1 of each Winter Session and notice of such being given at that time to each member of the *Graduate Council*. The Dean of the College of Graduate Studies is the Chair of Graduate Council.
- ii. Extraordinary meetings may be called by the Dean of the *College of Graduate Studies* provided that five (5) business days' notice is given to members of the *Graduate Council* and must be called by the Dean of the *College of Graduate Studies* within 5 business days upon receipt of a petition to that effect signed by a quorum of the *Graduate Council*.
- iii. Quorum for the *Graduate Council* shall be ten (10) voting members.
- iv. The agenda for each regular and extraordinary meeting of the *Graduate Council* shall be circulated at least two (2) business days prior to the meeting.
- v. The *Graduate Council* shall set such deadlines for submission of agenda items for regular and extraordinary meetings as it sees fit.

- vi. Guests relevant to an agenda item may be invited by the Dean of the *College of Graduate Studies* or upon approval by the Dean, at the suggestion of members of *Graduate Council*.

Calendar Statement

None required.

Consultations

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

- Dean of the *College of Graduate Studies*
- Associate Deans, Research and Graduate Studies (or equivalent)
- Deans
- *Graduate Council*
- Graduate Student Advisory Council

History

This is the fourth version of this policy. The third version of October 2017 contained changes to clarify the role of the College vis-à-vis the Interdisciplinary Graduate Studies program. The second version of May 19, 2010 contained different membership on the Graduate Council and set out terms for membership in the *College of Graduate Studies*. The criteria for membership in the *College of Graduate Studies* is now detailed in Policy O-9.

Related Policies

Policy O-9

0-4 Appendix

Allocation of Faculty Representation on Graduate Council

Of the 18 available non ex officio faculty seats on the Graduate Council, the seats are assigned as follows. The seat allocation of faculty members shall be reviewed by the Graduate Council and approved by the College of Graduate Studies every triennium.

IKBSAS (8)

FCCS (2)

FHSD (3)
 Faculty of Management (1)
 School of Education (1)
 School of Engineering (3)

Coordination of Responsibilities for Graduate Education Matters

COLLEGE OF GRADUATE STUDIES	FACULTIES
Student Recruitment	
Promote graduate studies at UBC's Okanagan campus	Develop promotional materials, advertise and market graduate programs
Maintain a website for general information regarding available graduate programs, application and admission standards, funding, etc.	Maintain individual graduate program websites and pages Outreach efforts to best attract students
Admissions, Re-admission & Transfer	
Receive, assess, sort and process applications (maintain files, track progress, remind program advisors of deadlines and deliverables)	Review applications and make decisions regarding preferred candidates for admission, re-admission and transfer
Calculate or verify GPAs for applicants recommended for admission by programs	Programs may choose to calculate GPAs for preferred candidates
Ensure general policies and regulations are adhered to (TOEFL criteria, average calculations, transcript interpretation, assessment of credentials, fraud detection)	Perform quality assessment, prerequisite assessment, evaluation of referee letters, etc. as well as conduct general due diligence (e.g., phone interviews of international candidates to check language skills)
Manage application fee payments and application deposits	
Send letters of acceptance and decline to students Send funding letters for students in collaboration with the disciplinary faculty	Confirm faculty-level funding details for funding letter, prepare program letter if desired
Maintain contact with admitted students and forward orientation information	Maintain contact with admitted students and forward faculty-specific information kits
Manage and approve exception requests/extraordinary circumstances (in collaboration with the program and disciplinary faculty Dean)	Request exceptions
Student Funding	
Develop and administer all merit-based student scholarships and fellowships that are external or campus/university-wide, and are not employment related. This includes: 1. Instruction in process	Manage Teaching and Research Assistant opportunities in collaboration with each faculty's Dean's Office (maintain strict adherence to work-related guidelines and union regulations, etc.)

<ol style="list-style-type: none"> 2. Vetting of applications for competition 3. Creating and managing selection committees 4. Notifying applicants 5. Liaising with UBC Vancouver's Faculty of Graduate and Postdoctoral Studies <ol style="list-style-type: none"> a. Allocation of applicants for UBCO in major competitions b. Monitoring UBC-wide opportunities 	Develop program-specific guidelines on overall financial packages for students
Liaise and coordinate with programs regarding discipline-specific opportunities, especially regarding government requirements/limitations on scholarships	
Student Progress Within Programs	
Campus-wide graduate student orientation	Program or Department student orientation
Coordinate and facilitate academic, professional development, and health and wellness workshops with campus and external partners	Offer department/program specific TA/RA workshops or training
	Provide infrastructure to support student research and learning and provide adequate office and laboratory space.
Maintain files on student milestones and appropriate sanctions	Track student progress and conduct effective advising (e.g. completion of course requirements, meeting critical timelines)
Monitor compliance with Senate approved timelines	
Approve and track "leave of absence" and extension of maximum time-in-program requests in collaboration with programs	Recommend leaves of absence and extensions
Administer withdrawal/dismissal requests	Initiate withdrawal/dismissal requests
Manage appeals (exemptions from the rules; resolutions of conflicts relating to program)	
Manage student academic misconduct cases	
Maintain files on supervisors, co-supervisors, and appointments to supervisory committees	Approve and appoint faculty members to committees as required and in accordance with Senate policies
Review and approve thesis examination results	
Final approval of thesis/abstracts for uploading to cIRcle	
Conduct convocation audits and recommend students to the Senate for graduation (Dean signs parchments)	

Foster and develop a graduate culture and community across faculties	Foster and develop graduate culture and community within the faculty and with other faculties
Program Development	
Facilitate proposal development	Develop a comprehensive proposal including 5-year growth model and realistic budget projections, as well as Education Plan that demonstrates feasibility of graduate program
Provide interim proposal review and feedback	Coordinate with College of Graduate Studies during development Consult with faculty Dean's Office
Provide consultation to faculties regarding program viability	Undertake thorough market analysis regarding need and viability of proposed programs Secure consultation reports
	Undertake realistic assessment of faculty strengths and overall prospects for delivering robust graduate experience for students
Review final program proposals for completeness, graduate program level and adherence to UBC Okanagan regulations and standards, and make recommendations to Senate or its committees thereon	Deliver final proposal to the Senate Curriculum Committee Note: for new-to-UBC proposals, there is also a government (Ministry) process, which should move in parallel but NOT in advance of internal approvals
Review course proposals for completeness, graduate program level, and adherence to UBC Okanagan regulations and standards and make recommendations to Senate or its committees thereon	
Program Administration	
Propose Guidelines, Rules and Regulations that govern graduate programs at UBC Okanagan	Propose Guidelines, Rules and Regulations that govern graduate programs at UBC Okanagan
Track quality and effectiveness of UBC Okanagan graduate programs including conducting student satisfaction surveys	Develop strategies to best assess learning outcomes, student satisfaction, time to completion and retention In conjunction with supervisors, monitor and ensure quality outcomes of every student by performing annual assessments of student progress (learning outcomes,

	student satisfaction, time to completion, retention)
Develop annual reporting requirements for programs	Monitor and track effectiveness of program
Participate in external reviews of programs to provide graduate-related information in collaboration with the Faculty Deans and the Provost (should involve external review team)	
Make recommendations to Senate regarding discontinuance of programs	
Recommend to changes to Senate regarding policy and procedures for graduate studies	
Review graduate program supervisory policies in the context of 0-9	
Program Delivery	
	Course teaching assignment Develop the Education Plan for the program
	Develop procedures for program delivery including: expense reimbursements, etc.
External and Internal Relations	
Liaise with the Faculty of Graduate and Post-doctoral Studies in Vancouver and other administrative bodies (i.e. Registrar) with respect to general graduate studies policies and procedures	
Maintain external relations with national and international graduate studies bodies and funding agencies	
Approve all transfer credits	Recommend transfer credits
Approve external members of thesis and examination committees	Recommend external members of thesis and examination committees
Academic Discipline	
Provide mechanisms and programs to support ethical and professional academic conduct	Develop policies and procedures to ensure ethical and professional academic conduct

THE UNIVERSITY OF BRITISH COLUMBIA

**SENATE POLICY:
O-9**

OKANAGAN SENATE
c/o Enrolment Services
University Centre
UBC Okanagan Campus

Title & Number:

O-9: Graduate Student Supervision and Membership in the College of Graduate Studies

Effective/Implementation Date:

Proposed for implementation **January 1, 2019**

Approval Date:

Proposed to Senate November 22, 2018

Review Date:

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

Responsible Committee(s):

Senate Academic Policy Committee

Authority:

University Act

S. 40

“A faculty has the following powers and duties:

(c) subject to this Act and to the approval of the senate, to make rules for the government, direction and management of the faculty and its affairs and business.”

S. 41

“A general rule made by a faculty is not effective or enforceable until a copy has been sent to the senate and the senate has given its approval.”

Purpose and Goals:

This policy is designed to:

- 1) Set out regulations for the eligibility for and granting, review, renewal, limitation, and removal of *supervisory privileges*.
- 2) Set out regulations for membership in the *College of Graduate Studies*.

Applicability:

This policy is applicable to all individuals eligible for graduate student *supervisory privileges* as set out in the policy.

Exclusions:

This policy does not apply to the supervision of undergraduate student research.

Definitions:

For the purposes of this policy and in all other policies in which they are not otherwise defined:

- *College of Graduate Studies (or the College)* shall mean the coordinating body for graduate education at UBC Okanagan established by the Senate and Board.
- *Graduate Council* shall mean the governance body established for the government, direction, and management of the *College of Graduate Studies* and its affairs and business.
- *Graduate program coordinator* shall mean the individual appointed by a Dean or Department Head to administer a graduate program, or equivalent.
- *Graduate student* shall mean a student registered in a Master's or Doctoral program at the Okanagan Campus.
- *Supervisor* shall mean an eligible individual who serves as the primary academic mentor to a graduate student, with emphasis on guidance, instruction, and encouragement of scholarship and research. The supervisor oversees the graduate student's academic progress and serves as chair of the graduate student's supervisory committee, where applicable.
- *Co-Supervisor* shall mean an eligible individual who is named as co-supervisor and serves as the secondary supervisor of the graduate student.
- *Supervisory privileges* shall mean the privilege granted to a qualified individual to supervise masters and/or doctoral students within the parameters of this policy and, the *College of Graduate Studies*, and within the parameters of a graduate program's supervisory policy.

Policy:

Faculty Membership in the College of Graduate Studies

- 1) The *College of Graduate Studies* consists of the President, the Deputy Vice-Chancellor, the Provost, the Vice-Principal Research, the Dean of the *College of Graduate Studies*, Deans of Faculties, and appropriately

qualified members of the faculty from *UBC Okanagan* as set out in this policy.

- 2) Members of the *College of Graduate Studies* are tenured or tenure track (including grant tenured or grant tenure track) faculty members holding the rank of assistant professor, associate professor, or professor.
- 3) Members of the *College of Graduate Studies* may continue as members upon retirement, provided they are approved by the Dean of the *College of Graduate Studies*, upon the recommendation of their Department Head, Director or Dean.
- 4) Persons holding the following ranks are not eligible for membership in the *College of Graduate Studies*: Adjunct Professors, Honorary Professors, Visiting Professors, Professors of Teaching, Senior Instructors, Instructors, Lecturers, Acting Assistant Professors, Assistant Professors without review, Clinical Associate professor without review, UBC Vancouver professors.

Supervisory Privileges

- 5) Members in good standing of the *College of Graduate Studies* may supervise *graduate students*, serve on *graduate student* supervisory committees, and chair examining committees.
- 6) UBC Okanagan *faculty members* who are not members of the *College*, or other appropriately qualified UBC Okanagan individuals (e.g., clinical professors, adjunct professors, professors emeriti, professors of teaching, instructors or visiting professors) who are actively engaged in research may be approved by the Dean of the *College of Graduate Studies*, upon the recommendation of their Department Head, Director or Dean, in consultation with the *graduate program coordinator*, to hold *supervisory privileges* and serve on supervisory committees. These individuals are not members of the *College of Graduate Studies* and permission must be sought each time they serve on a new supervisory committee.
- 7) Members in good standing of the Faculty of Graduate and Postdoctoral Studies from the UBC Vancouver campus may *co-supervise* UBC Okanagan master's and doctoral students and/or serve on master's and doctoral student supervisory committees without requiring approval from the *College of Graduate Studies*. Approval for UBC-V faculty in these roles is the responsibility of the graduate program concerned.
- 8) Members of the Faculty of Graduate and Postdoctoral Studies from the UBC Vancouver campus are not members of the *College of Graduate Studies*.

- 9) Qualified individuals from outside UBC may serve on a supervisory committee or as a *co-supervisor* for a particular student on the recommendation of the *graduate program coordinator* and the approval of the Dean of the *College of Graduate Studies*.
- 10) Any faculty member new to UBC who is eligible to supervise must acquaint themselves with UBC supervisory policies, procedures, and best practices.

Review, Limitation, and Removal of Supervisory Privileges

- 11) Informal reviews, or ‘issue/conflict resolution’ shall be undertaken by the *Graduate Program Coordinator* when concerns are raised either by the *graduate student(s)* or by the *supervisor*. Such concerns may include, but are not limited to:
 - a. lack of effective communication;
 - b. the absence of regular supervisory meetings;
 - c. a sustained pattern of disrupted or unsuccessful supervisory relationships;
 - d. expectations around the quality and amount of work required; differences around funding levels; and/or,
 - e. respectful work environment issues.

If the *Graduate Program Coordinator* is unable to resolve the concerns, the coordinator should next consult with the Department Head or equivalent. If it is the case that the Department Head is the *supervisor* in question, then the Faculty Dean should be consulted. If the Department Head or Faculty Dean is unable to resolve the concerns, then the *Dean of the College of Graduate Studies* shall be consulted to resolve the concerns.

- 12) Serious concerns raised to Faculty Deans or the Dean of the *College of Graduate Studies* about the effectiveness of a faculty member’s supervision of *graduate students* will result in a formal review of supervisory privileges. Serious concerns may include, but are not limited to:
 - a. Inattentive or poor graduate supervision; and/or,
 - b. Violations of the bounds of appropriate conduct between a faculty member and student such as:
 - i. Allowing conflict of interest to develop between the student and the faculty member;
 - ii. Placing inappropriate demands upon a student; and/or
 - iii. Failing to follow principles of scholarly integrity with respect to the research and work of students.

- 13) The formal review of supervisory privileges will be conducted by the Dean of the *College* in consultation with the appropriate Faculty Dean.
- 14) Upon a formal review, the Dean of the *College of Graduate Studies* can set or remove limitations on a faculty member's supervisory privileges in consultation with the appropriate Dean or designate.
- 15) Removal of supervisory privileges by the Dean of the *College of Graduate Studies* should occur only in exceptional circumstances, or when remedial or mentoring efforts have not changed the pattern or concerns that initiated the formal review.
- 16) Should a faculty member's supervisory privileges be removed, the Dean of the *College of Graduate Studies* will set a timeline for consideration of renewal in consultation with the appropriate Faculty Dean.
- 17) Removal of a faculty member's supervisory privileges does not result in a loss of membership in the *College of Graduate Studies*. However, removal or limitation of supervisory privileges means that one is not a member in good standing of the *College of Graduate Studies*.

Continuity of Supervision

- 18) In agreeing to supervise a *graduate student*, an individual is committing to supervising that *graduate student* through to timely completion of their degree (refer to [Duration of Program under Academic Regulations](#)) or withdrawal from the graduate program.
- 19) If, for any reason, the *supervisor* is unable to continue supervising a master's or doctoral student for a temporary period (e.g., sabbatical, leave of absence), the supervisor, the graduate program coordinator, and the graduate program must arrange for temporary alternative supervision. A supervisor should provide notice of planned temporary absence to the graduate program coordinator and the student at least four months prior to their absence in order for appropriate alternative supervision to be arranged.
- 20) If a *supervisor* is permanently leaving the University, the supervisor, the *graduate program coordinator*, and the graduate program must arrange for alternative supervision. A *supervisor* should provide notice of departure to the *graduate program coordinator* at least four months prior to their departure in order for appropriate alternative supervision to be arranged. The *supervisor* may continue as *co-supervisor* after they leave the University if they are able and willing to do so, pending *College of Graduate Studies'* approval.

- 21) Under exceptional circumstances, a *supervisor* or *graduate student* may request permission from the Dean of the *College of Graduate Studies* to discontinue the supervisory relationship.
- 22) If, despite best efforts, alternative supervision cannot be found, the student will be required to withdraw from the graduate program.

Responsibilities

- 23) The *Graduate Council* shall establish and revise procedures under this policy for the administration of membership in the *College of Graduate Studies*, including procedures for appealing a faculty recommendation to place limitations on supervisory privileges and procedures for appealing removal of supervisory privileges.

Calendar Statement(s):

There is no Calendar statement associated with this policy.

Consultations:

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

Graduate Council, Associate Deans Research and Graduate Studies, Graduate Student Advisory Council

History:

This is the first version of this policy; however, provisions concerning membership in the *College of Graduate Studies* accompanied previous versions of *Policy O-4.2: Governance of the College of Graduate Studies* in procedures.

Related Policies:

- Senate Policy *O-4.2: Governance of the College of Graduate Studies*
<link forthcoming>
- [**Board of Governors Policy #85 – Scholarly Integrity**](#)
- [**Board of Governors Policy #87 - Research**](#)
- [**Board of Governors Policy #131 – Sexual Assault and other Sexual Misconduct**](#)

Appendix/Appendices:

N/A



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THE UNIVERSITY OF BRITISH COLUMBIA

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3333 University Way
Kelowna, BC Canada V1V 1V7

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Fax 250 807 8007
www.senate.ubc.ca/okanagan

22 November 2018

To: Okanagan Senate

From: Admissions and Awards Committee

Re: Admissions Proposal – M.Sc. Mathematics program

The Committee has reviewed and recommends to Senate for approval the revised admission requirements for the M.Sc. Mathematics program.

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

The following is recommended to Senate:

Motion: *That Senate approve the revised admission requirements for the M.Sc. Mathematics program.*

Respectfully submitted,

Dr. Greg Wetterstrand
Chair, Admissions and Awards Committee



Curriculum Proposal Form

New/Change to Course/Program – Okanagan campus

Category: 2	
Faculty/School: Barber School of Arts and Sciences Dept./Unit: Computer Science, Mathematics, Physics and Statistics Faculty/School Approval Date: 20180918 Effective Session: 2019W	Date: 2018/07/11 Contact Person: Dr. Shawn X. Wang Phone: 250.807.9524 Email: shawn.wang@ubc.ca
Type of Action: Make the English requirements for the graduate admission in mathematics graduate program consistent with those of the College of Graduate Studies.	
Rationale: <ul style="list-style-type: none"> • Currently, the English requirements in our Mathematics Graduate Program follow the policy from the College of Graduate Studies of UBC Okanagan http://gradstudies.ok.ubc.ca/prospective/application-admission/admission-requirements/english-proficiency.html • By linking directly to the College of Graduate Studies Admissions Requirements page (http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,1014,1247), it will avoid confusion for future MSc and PhD applicants to our graduate program and ensure that the policy remains consistent on all pages. 	
Proposed Academic Calendar Entry: Admission Requirements <p>[14483] Master of Science (M.Sc.)</p> <p>[14484] The M.Sc. program is governed by the regulations of the College of Graduate Studies, including its standards for admission of students.</p> <p>[14485] Students entering the M.Sc. program will normally have an honours degree or a</p>	Draft Academic Calendar URL: http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,285,1014,1247 Present Calendar Entry: Admission Requirements <p>[14483] Master of Science (M.Sc.)</p> <p>[14484] The M.Sc. program is governed by the regulations of the College of Graduate Studies, including its standards for admission of students.</p> <p>[14485] Students entering the M.Sc. program will normally have an honours degree or a</p>



bachelor's degree in mathematics with at least a B+ (76% or higher) average.

[14486] All applicants must meet the English language proficiency requirements of the College of Graduate Studies of UBC Okanagan:

<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,998,1197>

[14487] Students are encouraged to contact the program prior to applying to discuss their admission.

[14491] Doctor of Philosophy (Ph.D.)

[14492] The Ph.D. program is governed by the regulations of the College of Graduate Studies, including its standards for admission of students. Students admitted to the Ph.D. degree program normally must possess an M.Sc. in Mathematics or a related area with a B+ (76%) average or higher in their M.Sc. coursework and thesis, with clear evidence of research ability or potential. Exceptional students may be admitted directly to the Ph.D. program with only an Honours degree.

[14493] Transfer from the M.Sc. to the Ph.D. program is permitted at the discretion of the program, under regulations set by the College of Graduate Studies after 12 but no more than 18 months in the M.Sc. program.

[14494] All applicants must meet the English language proficiency requirements of the College of Graduate Studies of UBC

bachelor's degree in mathematics with at least a B+ (76% or higher) average.

~~[14486] Applicants from a university outside Canada at which English is not the primary language of instruction must present evidence of competency to pursue studies in the English language prior to being extended an offer of admission. Students can demonstrate English language proficiency with: a TOEFL (Test of English as a Foreign Language) minimum score of 600 (paper version) or 100 (Internet version); an IELTS (International English Language Testing Service) minimum overall band score of 7.0 (with no other component score less than 6.5); or a MELAB score of at least 84.~~

[14487] Students are encouraged to contact the program prior to applying to discuss their admission.

[14491] Doctor of Philosophy (Ph.D.)

[14492] The Ph.D. program is governed by the regulations of the College of Graduate Studies, including its standards for admission of students. Students admitted to the Ph.D. degree program normally must possess an M.Sc. in Mathematics or a related area with a B+ (76%) average or higher in their M.Sc. coursework and thesis, with clear evidence of research ability or potential. Exceptional students may be admitted directly to the Ph.D. program with only an Honours degree.

[14493] Transfer from the M.Sc. to the Ph.D. program is permitted at the discretion of the program, under regulations set by the College of Graduate Studies after 12 but no more than 18 months in the M.Sc. program.

~~[14494] Applicants from a university outside Canada at which English is not the primary language of instruction must~~



Okanagan:

<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,998,1196>

[14495] Students are encouraged to contact the program prior to applying to discuss their admission

~~present evidence of competency to pursue studies in the English language prior to being extended an offer of admission. Students can demonstrate English language proficiency with: a TOEFL (Test of English as a Foreign Language) minimum score of 600 (paper version) or 100 (Internet version); an IELTS (International English Language Testing Service) minimum overall band score of 7.0 (with no other component score less than 6.5); or a MELAB score of at least 84.~~

[14495] Students are encouraged to contact the program prior to applying to discuss their admission



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THE UNIVERSITY OF BRITISH COLUMBIA

COLLEGE OF GRADUATE STUDIES

Okanagan Campus
Rm 2121, EME Building
137 Alumni Avenue
Kelowna, BC Canada
V1V 1V7

Phone 250 807 8772

Fax 250 807 8799

gradadmissions.ok@ubc.ca

**COLLEGE OF GRADUATE STUDIES
CURRICULUM COMMITTEE REPORT**

Originating From:

Faculty/School/Unit

IKBSAS

Proposed effective date:

W2019

Program Change:

Category 1

Category 2

Brief description of Curriculum Change:

Updating the English requirements for the Graduate Math program to reflect those on the CoGS Admissions Requirements page. A link has been added to the Math page so the information will always remain consistent with the policy on the CoGS page.

Committee Action:

- Recommended for Senate Approval
- Recommended for Senate Approval with revisions
- Not recommended

Comments (e.g. conditions, questions, requests for additional information, or revisions):

[Empty box for comments]

Chair, Graduate Studies Curriculum Committee

Thomas Heilke
Print Name

2018-10-05
Date



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THE UNIVERSITY OF BRITISH COLUMBIA

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Phone 250 807 9619
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www.senate.ubc.ca/okanagan

22 November 2018

To: Okanagan Senate
From: Admissions and Awards Committee

Re: New and Revised Awards (approval)

- a) New award: Centennial Leaders Entrance Award
- b) New award: Kiwanis Kelowna Legacy 2018 Major Entrance Award in Education
- c) New award: Dr. Murray and Mrs. Laverne McGovern Bursary in Nursing
- d) New award: Robert and Marie Evans Bursary
- e) Revised award: Major Entrance Scholarship
- f) Revised award: Gordon William Haug Memorial Bursary
- g) Revised award: Joyce Boon Biochemistry and Molecular Biology Prize
- h) Revised award: International Leader of Tomorrow Award (Tuition)
- i) Revised award: International Leader of Tomorrow Bursary (Tuition)
- j) Revised award: International Leader of Tomorrow Award (Living Allowance)
- k) Revised award: International Leader of Tomorrow Bursary (Living Allowance)

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

***Motion:** 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.*

New Awards:

a) Proposed Award Title: CENTENNIAL Leaders Entrance Award

The University of British Columbia offers renewable entrance awards ranging in value up to the full cost of the student's program and living costs to outstanding students entering university directly from secondary school or transferring from another post-secondary institution to an undergraduate program of study. In addition to academic merit, consideration is given to qualities such as leadership skills, involvement in student affairs or contribution to community service, recognized achievement in fields of endeavor such as performing arts, athletics, debating or creative writing, and achievement in math or science competitions or examinations. Recipients are academically qualified students with an interest in joining and contributing to the UBC Okanagan community but who

would not be able to attend UBC without significant financial assistance. The value of each award will depend on the applicant's financial circumstances. Subject to continued scholarship standing, the awards will be renewed for a further three years of study or until the first undergraduate degree is obtained (whichever is the shorter period). Award winners will have their situations reviewed annually regarding both academic progress and financial need. Candidates must be nominated by a member of their school or community. The awards are made on the recommendation of the Centennial Scholars Entrance Award Committee. (First Award Available in 2019/2020 Winter Session)

Rationale: In November 2015 Senate approved both the CENTENNIAL Scholars Entrance Award and CENTENNIAL Scholars Major Entrance Awards. At that time the CENTENNIAL Leaders Entrance Award was not being offered by the Okanagan campus, therefore, did not go through Senate.

b) Proposed Award Title: Kiwanis Kelowna Legacy 2018 Major Entrance Award in Education

A \$10,000 major entrance award has been made available through an endowment established by the Central Okanagan Kiwanis Community Service Society to a student entering the Bachelor of Education program in the Okanagan School of Education at The University of British Columbia, Okanagan campus. Students will be academically qualified and be pursuing the Teaching Children (Kindergarten to Grade 5+) pathway. Preference is given to students from the Central Okanagan who have demonstrated volunteer and or leadership skills, significant financial need, and have been a member or related to a member, past or present, of Kiwanis International.. This award is made on behalf of the Kiwanis Clubs of Kelowna in recognition of their many contributions to the Central Okanagan region. Awards made on the recommendation of the Okanagan School of Education. (First award available for the 2019/20 Winter Session)

c) Proposed Award Title: Dr. Murray and Mrs. Laverne McGovern Bursary in Nursing

A \$2,000 bursary has been made available through an endowment established in the name of Dr. Murray and Mrs. Laverne McGovern for a student in the School of Nursing at the University of British Columbia, Okanagan campus. Preference will be given to a student who has graduated from a secondary school in School Districts 22, 23, or 67. The bursaries are adjudicated by Enrolment Services. (First award available for the 2019/20 Winter Session)

d) Proposed Award Title: Robert and Marie Evans Bursary

A \$2,000 bursary has been made available through an endowment established in the name of Robert and Marie Evans for a student in the Okanagan School of Education at the University of British Columbia, Okanagan campus. Preference will be given to a student who has graduated from a secondary school in School Districts 22, 23, or 67.

The bursaries are adjudicated by Enrolment Services. (First award available for the 2019/20 Winter Session)

Revised Awards:

(Previously-approved awards with changes in terms or funding source):

e) **Current Award Title:** ~~Major Entrance Scholarship~~

Current Award Description:

The University of British Columbia offers ~~Major Entrance Scholarships~~ to outstanding domestic students entering university directly from high school or transferring from another post-secondary institution. Criteria for these awards includes: scholarly achievement in combination with contributions to community and demonstrated leadership qualities. Subject to continued scholarship standing, the awards are renewable for further years of study or until the first undergraduate degree is obtained (whichever is the shorter period). Specific awards are:

- Awards of \$10,000 for students entering directly from a senior secondary school. Renewable for up to three years.
- Awards of \$7,500 for students entering directly from a senior secondary school outside of British Columbia. Renewable for up to three years.
- Awards of \$7,500 for students entering directly from a senior secondary school in British Columbia. Renewable for up to three years.
- Awards of \$7,500 to Aboriginal students entering directly from a senior secondary school. Renewable for up to three years.
- Awards of \$5,000 for Canadian Aboriginal students entering UBC as a transfer student from a recognized post-secondary institution. Renewable for up to two years.
- Awards of \$5,000 for students entering directly from a senior secondary school. Renewable for one year (~~former Community Builder Scholarship~~)

Proposed Award Title: Presidential Scholars Award

Proposed Award Description:

The University of British Columbia offers Presidential Scholars Awards to outstanding domestic students entering university directly from high school or transferring from another post-secondary institution. Criteria for these awards includes: scholarly achievement in combination with contributions to community and demonstrated leadership qualities. Scholarships are awarded based on information provided in the Admission Application and Personal Profile. Subject to continued scholarship standing, the awards are renewable for further years of study or until the first undergraduate degree is obtained (whichever is the shorter period). Specific awards are:

- Awards of \$10,000 for students entering directly from a senior secondary school. Renewable for up to three years.

- Awards of \$7,500 for students entering directly from a senior secondary school outside of British Columbia. Renewable for up to three years.
- Awards of \$7,500 for students entering directly from a senior secondary school in British Columbia. Renewable for up to three years.
- Awards of \$7,500 to Aboriginal students entering directly from a senior secondary school. Renewable for up to three years.
- Awards of \$5,000 for Canadian Aboriginal students entering UBC as a transfer student from a recognized post-secondary institution. Renewable for up to two years.
- Awards of \$5,000 for students entering directly from a senior secondary school. Renewable for one year

Rationale: The name of the Major Entrance Scholarship is being revised to align with the naming convention of the Presidential Scholars Awards of the Blue & Gold Campaign, which refer to high-value awards to top students.

f) **Current Award Title:** Gordon William Haug Memorial Bursary

Current Award Description:

Bursaries up to \$2,850 are offered by Margot Haug in memory of her father, Gordon William Haug, to graduate students in the **B**iology **P**rogram or **E**nvironmental **S**ciences **P**rogram in the Irving K. Barber School of Arts and Sciences at The University of British Columbia Okanagan. Preference is given to students whose studies reflect an interest in environmental sustainability.

Proposed Award Title: Gordon William Haug Memorial Bursary

Proposed Award Description:

Bursaries totaling \$2,850 are offered by Margot Haug in memory of her father, Gordon William Haug, to **undergraduate and** graduate students in the **b**iology **p**rogram or **e**arth **a**nd **e**nvironmental **s**ciences **p**rogram in the Irving K. Barber School of Arts and Sciences at The University of British Columbia, Okanagan campus. Preference is given to students whose studies reflect an interest in environmental sustainability. **The bursaries are adjudicated by Enrolment Services.**

Rationale: Donor wishes to include both undergraduate and graduate students

g) **Current Award Title:** Joyce Boon Prize

Current Award Description:

A \$500 prize is offered by Joyce Boon, ~~Associate Professor of~~ Biology, to a student graduating from the **Biochemistry Program** in the Irving K. Barber School of Arts and Sciences at The University of British Columbia, Okanagan campus. The award is made to the student who achieves the highest grade point average in the best 27 credits of third and fourth year level **Biochemistry (BIOC)** courses.

Proposed Award Title: Joyce Boon **Biochemistry and Molecular Biology** Prize

Proposed Award Description:

A \$500 prize is offered by **Associate Professor Emerita** Joyce Boon, Biology, to a student graduating from the **medical and molecular biology option in the biochemistry and molecular biology program** in the Irving K. Barber School of Arts and Sciences at The University of British Columbia, Okanagan campus. The award is made **on the recommendation of the Irving K. Barber School of Arts and Sciences** to the student who achieves the highest grade point average in the best 27 credits of third and fourth year level courses.

Rationale: Donor wishes to support the medical and molecular biology option.

h) **Current Award Title:** International Leader of Tomorrow Award (Tuition)

Current Award Description:

Awards ranging in value up to the full cost of the student's program and living costs are offered to outstanding international students who demonstrate financial need. The value of each award will depend on the applicant's financial circumstances. The awards are made to students entering the University of British Columbia - Okanagan directly from secondary school or from a post-secondary institution to an undergraduate program of study. In addition to academic merit, consideration is given to qualities such as leadership skills, involvement in student affairs or contribution to community service, to recognized achievement in fields of endeavor such as performing arts, athletics, debating or creative writing, and to achievement on external math or science competitions or examinations such as the International Chemistry and Physics Olympiads. Consideration is restricted to students nominated by the educational institution they are attending. The awards will be renewed for up to three additional years of undergraduate study or to degree completion, whichever is less, provided the recipient stands in the top quartile of his or her program of study and maintains his/her status on a student authorization to study in Canada. Award winners will have their situations reviewed annually regarding both academic progress and financial need.

Proposed Award Title: **Karen McKellin** International Leader of Tomorrow Award (Tuition)

Proposed Award Description:

N/A

i) **Current Award Title:** International Leader of Tomorrow Bursary (Tuition)

Current Award Description:

Bursaries ranging in value up to the full annual cost of the student's academic program tuition and fees are offered to continuing international undergraduate students who were previously awarded the International Leader of Tomorrow Award and continue to demonstrate financial need but do not meet the Senate's academic criteria for a continuing

award. The value of each bursary will depend on the applicant's financial circumstances. The bursary may be renewed for up to three additional years of undergraduate study or to degree completion, whichever is less, provided the recipient remains an international student on a valid Canadian study permit. Bursary recipients will have their situations reviewed annually by their Faculty as well as Enrolment Services regarding both academic progress and financial need.

Proposed Award Title: Karen McKellin International Leader of Tomorrow Bursary (Tuition)

Proposed Award Description:

N/A

- j) **Current Award Title:** International Leader of Tomorrow Award (Living Allowance)

Current Award Description:

Awards ranging in value up to the full cost of the student's program and living costs are offered to outstanding international students who demonstrate financial need. The value of each award will depend on the applicant's financial circumstances. The awards are made to students entering the University of British Columbia - Okanagan directly from secondary school or from a post-secondary institution to an undergraduate program of study. In addition to academic merit, consideration is given to qualities such as leadership skills, involvement in student affairs or contribution to community service, to recognized achievement in fields of endeavor such as performing arts, athletics, debating or creative writing, and to achievement on external math or science competitions or examinations such as the International Chemistry and Physics Olympiads. Consideration is restricted to students nominated by the educational institution they are attending. The awards will be renewed for up to three additional years of undergraduate study or to degree completion, whichever is less, provided the recipient stands in the top quartile of his or her program of study and maintains his/her status on a student authorization to study in Canada. Award winners will have their situations reviewed annually regarding both academic progress and financial need.

Proposed Award Title: Karen McKellin International Leader of Tomorrow Award (Living Allowance)

Proposed Award Description:

N/A

- k) **Current Award Title:** International Leader of Tomorrow Bursary (Living Allowance)

Current Award Description:

Bursaries ranging in value up to the full cost of the student's living costs are offered to continuing international undergraduate students who were previously awarded the International Leader of Tomorrow Award and continue to demonstrate financial need but do not meet the Senate's academic criteria for a continuing award. The value of each

bursary will depend on the applicant's financial circumstances. The bursary may be renewed for up to three additional years of undergraduate study or to a degree completion, whichever is less, provided the recipient remains an international student on a valid Canadian study permit. Bursary recipients will have their situations reviewed annually by their Faculty as well as Enrolment Services regarding both academic progress and financial need.

Proposed Award Title: Karen McKellin International Leader of Tomorrow Bursary (Living Allowance)

Proposed Award Description:

N/A

Rationale (for revised awards: h, i, j, k):

For 20 years, Karen McKellin has been an advocate for the interests and needs of international students, helping them find success in their academic careers at UBC. Karen's foresight in recognizing developing trends in international recruitment has helped the International Student Initiative to reach ever-increasing markers of success. One area where she has made a big impact and continues to do so is international undergraduate student awards. She designed the original International Leader of Tomorrow award and it has gone on to bring many wonderful students to UBC who have contributed much to our learning environments. Undergraduate international student enrolment was almost non-existent in 1997 when she began her work, with only 450 students; enrollment has since grown to almost 10,000 international undergraduate degree students in 2016. Karen's focus on international students has made UBC a better university. She has positioned UBC as an academic leader internationally, through the many professional relationships she and her team have developed.

In recognition of the significant contributions Karen McKellin has made to UBC, we propose to rename the International Leader of Tomorrow Awards in her honour.

Respectfully submitted,

Dr. Greg Wetterstrand
Chair, Admissions and Awards Committee



a place of mind
THE UNIVERSITY OF BRITISH COLUMBIA

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University Centre | UNC 322
3333 University Way
Kelowna, BC Canada V1V 1V7

Phone 250.807.9619
Fax 250.807.8007
www.senate.ubc.ca

22 November 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 revised Interdisciplinary Graduate Studies (IGS) program brought forward from the College of Graduate Studies and the revised Bachelor of Science in Nursing (B.S.N.) program brought forward from the Faculty Health and Social Development.*

- a. From the College of Graduate Studies
 - i. IGS Program Requirements

- b. From the Faculty of Health and Social Development
 - i. B.S.N. Academic Regulations

For the Committee,

Dr. Peter Arthur
Chair, Curriculum Committee



Curriculum Proposal Form

New/Change to Course/Program – Okanagan campus

Category: 1	
Faculty/School: College of Graduate Studies Faculty/School Approval Date: TBD Effective Session: 2018WT1	Date: 2017/1/18 Contact Person: Dr. Thomas Heilke Phone: 250.807.8539 Email: Thomas.Heilke@ubc.ca
Type of Action: Revision to Program	
Rationale: During the academic year 2014-2015, the Dean of CoGS mandated a Task Force to conduct a full review of the Interdisciplinary Graduate Studies (IGS) program. The Task force submitted a report in June, 2015 that contained numerous recommendations for refitting the IGS program at both degree levels. Of those recommendations, the changes proposed in this document specifically address the following: <ol style="list-style-type: none"> 1. UBC Okanagan must develop a model for IGS that embodies specified criteria of excellence and coherence 2. IGS should develop a precise articulation of its purposes and outcomes. 3. The IGS program should have well-promulgated curricular criteria that can be satisfied in diverse, flexible and accountable ways. 4. Curricular and other programmatic means of achieving pedagogical cohort effects should be a primary concern in the development and delivery of IGS programming. 5. “Themes” will be a core aspect of IGS and will be the primary mode of thinking about research and teaching in IGS. 6. A successful IGS program will require widespread understanding of its occasionally atypical needs in programmatic matters of admissions, funding, curricula, etc., that may stand in some tension with the governance and management structures that currently exist from the decanal level downward to serve the student and faculty needs of disciplinary research and education. 7. Admissions procedures, theme creation, maintenance, and dissolution, and other faculty governance requirements in IGS will require formally structured faculty input. 8. The new IGS would have a specific admissions process designed to meet its unique needs, which would include an assessment for entry that is linked to a student’s inclination toward interdisciplinarity. Incentives for students to apply and accept admission to such a program include: admissions selectivity; the known quality and commitment of faculty; scholarships and assistantships 	



available in, through, or around the program; and, examples of alumni post-graduate success.

The “Interdisciplinary Graduate Studies Program Proposed Model” attached to this proposal serves as an elucidatory appendix to this document.

Proposed Academic Calendar Entry:

Program Requirements

[12103] Master's Degree

[12104] The minimum **credit** requirements for **IGS MA or MSc programs** are 30 in total. **Specific course-work requirements may vary from Theme to Theme. Within the limits indicated in the overall IGS program guidelines, supervisors and supervisory committees may, with the approval of the relevant Theme Coordinator, require students to enroll in coursework beyond the IGS mandated minimums.** Specific additional courses applicable to the student's program must be approved by the **student's supervisor** and supervisory committee **and the Coordinator of the relevant Theme.**

Draft Academic Calendar URL:

<http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,285,898,1059>

Present Academic Calendar Entry:

Program Requirements

~~[16196] Note: A student's supervisory committee may prescribe requirements beyond the minimums described below.~~

[12103] Master's Degree

[12104] The minimum requirements for IGS ~~master's~~ programs are 30 credits in total. ~~Some courses may be taken multiple times for credit at the discretion of the program.~~ Specific courses applicable to the student's program must be approved by the supervisory committee.



<p>[16198] Minimum program requirements for the IGS MA and MSc are as follows:</p> <ul style="list-style-type: none"> • <u>3 credits in a Proseminar in Interdisciplinary Graduate Studies</u> • <u>3 credits in a Theme Seminar in Interdisciplinary Approaches</u> • <u>3 credits in Theme Methods</u> • <u>For an MA or an MSc that requires 12 credits of thesis work, 9 credits of additional coursework that is relevant to the research the student will undertake to complete the Thesis; OR</u> • <u>For an MA or an MSc that requires 18 credits of thesis work, 3 credits of additional coursework that is relevant to the research the student will undertake to complete the Thesis.</u> 	<p>[16197] For the Individualized program option, students must complete at least 3 credits from outside their supervisor's core program area.</p> <p>[16198] Minimum requirements are as follows:</p> <p>[14604] At least 6 credits¹ from the following courses:</p> <p>[13532]</p> <ul style="list-style-type: none"> • IGS 501 Interdisciplinary Topics in Research Methods and Analysis; • IGS 503 Indigenous Research Methods; • IGS 504 Multivariate Statistics; • IGS 505 Introduction to Qualitative Enquiry; • IGS 509 Directed Studies in Interdisciplinary Research Methods; • IGS 515 Advanced Qualitative Methods; • or 500/600-level non-IGS courses in research methods and analysis approved by the Director of the Interdisciplinary Graduate Studies (IGS) program.
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Master's students are permitted a maximum of 3 credits of "Directed Readings" or "Directed Study" coursework toward completion of their degree requirements.

Master's students are permitted a maximum of 6 credits of course-work at the senior undergraduate level.

~~{13533} Special Topics and Directed Studies~~

~~{14605} At least 6⁺ credits from the following courses:~~

~~{13534}~~

- ~~• IGS 520 Special Topics in Interdisciplinary Studies;~~
- ~~• IGS 523 Special Topics in Indigenous Studies;~~
- ~~• IGS 524 Proseminar in Interdisciplinary Studies;~~
- ~~• IGS 529 Directed Studies in Indigenous Studies;~~
- ~~• IGS 530 Special Topics in Creative and Critical Studies;~~
- ~~• IGS 539 Directed Studies in Creative and Critical Studies;~~
- ~~• IGS 540 Special Topics in Optimization;~~
- ~~• IGS 541 Special Topics in Urban Studies;~~
- ~~• IGS 542 Directed Studies in Urban Studies;~~
- ~~• IGS 543 Special Topics in Sustainability;~~
- ~~• IGS 544 Directed Studies in Sustainability;~~
- ~~• IGS 549 Directed Studies in Optimization;~~
- ~~• IGS 550 Special Topics in Social Science Research;~~
- ~~• IGS 559 Directed Studies in Social Science Research;~~



<p>[13979] <i>Master's Thesis</i></p> <p>[14606] <u>Master's students will complete 12-18 credits of IGS 599 - Master's Thesis.</u></p> <p>[12106] <u>Ph.D. Degree</u></p> <p>[12107] <u>Students admitted to the Ph.D. program are expected to have a prior master's degree, the subject matter of which is relevant to the interdisciplinary study they propose to undertake in their IGS Ph.D. program.</u></p>	<ul style="list-style-type: none"> • IGS 560 Special Topics in Latin American and Iberian Studies; • IGS 561 Directed Readings in Latin American and Iberian Studies; • IGS 620 Advanced Topics in Interdisciplinary Studies; • or 500/600-level non-IGS courses approved by the Director of the Interdisciplinary Graduate Studies (IGS) program. <p>[13979] <i>Master's Thesis</i></p> <p>[14606] 12 or 18 credits from the following course:</p> <p>[13980]</p> <ul style="list-style-type: none"> • IGS 599 - Master's Thesis. <p>[16199] ¹One 3-credit 500/600-level IGS course approved by the Director of the Interdisciplinary Graduate Studies (IGS) program may be substituted.</p> <p>[12106] Ph.D. Degree</p> <p>[12107] Students admitted to the Ph.D. program are expected to have a prior master's degree of similar depth as the IGS master's degree. In exceptional cases, students may be admitted directly to the Ph.D. program.</p>
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[12108] Minimum **program** requirements for the **IGS Ph.D.** are as follows:

- **3 credits in a Proseminar in Interdisciplinary Graduate Studies**
- **3 credits in a Theme Seminar in Interdisciplinary Approaches**
- **3 credits in Theme Methods**

Ph.D. students who have completed an IGS Master's program at UBCO may enroll in suitable alternatives as determined by the Theme Coordinator in consultation with the student's supervisory committee.

Within the limits indicated in the overall IGS program guidelines, supervisors and supervisory committees may, with the approval of the relevant Theme Coordinator, require students to enroll in coursework beyond the IGS mandated minimums. The required courses for a PhD in IGS may not total more than 18 credits.

Specific requirements and guidelines for achieving candidacy, including the successful completion of a comprehensive examination, are posted on the IGS website.

[16201] Individualized Option

An Individualized Option is available at

~~[12108]~~ The requirements for **~~interdisciplinary Ph.D. programs are developed in consultation with and approved by the supervisor and program committee.~~**

~~[16200]~~ **~~For the Individualized program option, students must complete at least 3 credits from outside their supervisor's core program area.~~**

~~[16201]~~ **~~Minimum requirements are as follows:~~**



the PhD level in the IGS program.

Applicants to the individualized option must propose a demonstrably interdisciplinary program of study and research.

Minimum course requirements for the IGS Individualized Option PhD are as follows:

- 3 credits in a Proseminar in Interdisciplinary Graduate Studies
- 3 credits in a Graduate Seminar in Interdisciplinary Approaches
- 3 credits in Interdisciplinary Methods

PhD students who have completed an IGS Master's program at UBCO may enroll in suitable alternatives as determined by the Faculty IGS Coordinator in consultation with the student's supervisory committee.

[16208] *Doctoral Dissertation*

[16209] PhD students must successfully complete:

[16210]

Comprehensives as outlined in the Guidelines for the Comprehensive Examination Process for Doctoral Students in the Interdisciplinary Graduate Studies Program; and

IGS 699 Doctoral Thesis.

Interdisciplinary Graduate Studies >



Course Offerings

The following courses, classified into two categories, are available to students in the IGS program. This list does not include non-IGS courses at the graduate or upper undergraduate level in which students may, with appropriate permission and consistent with these guidelines, enroll to fulfill IGS course requirements.

[16203] *Research Methods and Analysis*

[14613]

- IGS 501 Interdisciplinary Topics in Research Methods and Analysis;
- IGS 503 Indigenous Research Methods;
- IGS 504 Multivariate Statistics;
- IGS 505 Introduction to Qualitative Enquiry;
- IGS 506 Creative Research Methods;
- IGS 509 Directed Studies in Interdisciplinary Research Methods;
- IGS 515 Advanced Qualitative Methods;
- IGS 601 Advanced Topics in Research Methods and Analysis;

[16203] *Research Methods and Analysis*

~~[16202] At least 3 credits¹ from the following courses:~~

[14613]

- IGS 501 Interdisciplinary Topics in Research Methods and Analysis;
- IGS 503 Indigenous Research Methods;
- IGS 504 Multivariate Statistics;
- IGS 505 Introduction to Qualitative Enquiry;
- IGS 506 Creative Research Methods;
- IGS 509 Directed Studies in Interdisciplinary Research Methods;
- IGS 515 Advanced Qualitative Methods;
- IGS 601 Advanced Topics in Research Methods and Analysis;
- ~~or 500/600 level non-IGS courses in research methods and analysis approved by the~~



<p>[16204] <i>Special Topics and Directed Studies</i></p> <p>[16206]</p> <ul style="list-style-type: none"> • IGS 520 Special Topics in Interdisciplinary Studies; • IGS 523 Special Topics in Indigenous Studies; • IGS 524 Proseminar in Interdisciplinary Studies; • IGS 529 Directed Studies in Indigenous Studies; • IGS 530 Special Topics in Creative and Critical Studies; • IGS 539 Directed Studies in Creative and Critical Studies; • IGS 540 Special Topics in Optimization; • IGS 541 Special Topics in Urban Studies; • IGS 542 Directed Studies in Urban Studies; • IGS 543 Special Topics in Sustainability; • IGS 544 Directed Studies in Sustainability; • IGS 549 Directed Studies in Optimization; • IGS 550 Special Topics in Social Science Research; 	<p>Director of the Interdisciplinary Graduate Studies (IGS) program.</p> <p>[16204] <i>Special Topics and Directed Studies</i></p> <p>[16205] At least 9 credits¹ from the following courses:</p> <p>[16206]</p> <ul style="list-style-type: none"> • IGS 520 Special Topics in Interdisciplinary Studies; • IGS 523 Special Topics in Indigenous Studies; • IGS 524 Proseminar in Interdisciplinary Studies; • IGS 529 Directed Studies in Indigenous Studies; • IGS 530 Special Topics in Creative and Critical Studies; • IGS 539 Directed Studies in Creative and Critical Studies; • IGS 540 Special Topics in Optimization; • IGS 541 Special Topics in Urban Studies; • IGS 542 Directed Studies in Urban Studies; • IGS 543 Special Topics in Sustainability; • IGS 544 Directed Studies in Sustainability; • IGS 549 Directed Studies in Optimization; • IGS 550 Special Topics in Social Science Research;
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<ul style="list-style-type: none"> • IGS 559 Directed Studies in Social Science Research; • IGS 560 Special Topics in Latin American and Iberian Studies; • IGS 561 Directed Readings in Latin American and Iberian Studies; • IGS 620 Advanced Topics in Interdisciplinary Studies; 	<ul style="list-style-type: none"> • IGS 559 Directed Studies in Social Science Research; • IGS 560 Special Topics in Latin American and Iberian Studies; • IGS 561 Directed Readings in Latin American and Iberian Studies; • IGS 620 Advanced Topics in Interdisciplinary Studies; • or 500/600 level non-IGS courses approved by the Director of the Interdisciplinary Graduate Studies (IGS) program. <p>[16207] ¹One 3-credit 500/600-level IGS course approved by the Director of the Interdisciplinary Graduate Studies (IGS) program may be substituted.</p>
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Curriculum Proposal Form Okanagan Campus

<p>Faculty/School: FHSD / School of Nursing Dept./Unit: Faculty/School Approval Date: Oct 2017 Effective Session: 2019W</p>	<p>Date: Nov 27, 2017 Contact Person: Sheila Epp Phone: 250.807.7795 Email: sheila.epp@ubc.ca</p>
<p>Type of Action: Revision Policy Developed and approved in 2017 – was missed and did not get forwarded for approval</p>	
<p>Rationale: <i>Developed with Stephanie Oldford</i> <i>Academic Governance Officer / Enrolment Services / Office of the Senate</i> Captures our preferred approach of monitoring student academic progress for <i>each term</i>. Note all graded courses applied to the BSN require 60% to pass. The change now means student can have a GPA of between 60-65% without getting a failed standing. The change allows for the consideration of a reduced credit load if below 65% for two terms.</p>	
<p>Proposed Academic Calendar Entry:</p> <p>[...]</p> <p>Academic Standing, Withdrawal and Readmission</p> <p>Academic Standings</p> <p>Academic performance is evaluated based on coursework over a session and coursework in a term.</p> <p>Sessional evaluations occur in April/May and will evaluate academic performance for the entire Winter Session. See Advancement Regulations (http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,288,1076,1335) for sessional evaluation criteria.</p>	<p>Draft Academic Calendar URL: http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,288,1076,1335</p> <p>Present Academic Calendar Entry: (Cut and paste from the draft Academic Calendar.)</p> <p>[...]</p> <p>[17214] Academic Standing, Withdrawal and Readmission [16840] Academic Standings</p>



Term evaluations occur at the end of each term in December, April and August. Term evaluations are used to assess student progress in the program and identify students who may be at risk of falling below the academic requirements for progression in the program. Term evaluation results are not recorded on the transcript.

A term standing of 'On Probation' will be assigned to a student who has:

- earned a term average of less than 65%

A student placed 'On Probation' will receive notification about their academic standing and will have their academic progress monitored by the School of Nursing.

A term standing of 'On Probation' will be changed to 'In Good Standing' if a student's term average in the subsequent term is 65% or higher.

A student who is 'On Probation' for two consecutive terms in a Winter session will be required to seek academic advising and may also be subject to credit load restrictions in the upcoming term.

~~[17028] A standing of 'On Academic Probation' will be assigned to a student who, while not falling under the provisions for Failed Standing, has:~~
~~[16841]~~

- earned a term average of less than 65%

~~[17034] A student placed 'On Academic Probation' will receive a Letter of Notification from Enrolment Services and will be granted one subsequent term to demonstrate improvement by achieving a term average of 65% or higher.~~

A standing of 'On ~~Academic~~ Probation' will be changed to 'In Good Standing' if a student's term average in the subsequent term is 65% or higher.

~~A student who is 'On Academic Probation' will remain 'On Academic Probation' if the student's average in the term following the changing of their standing to 'On Academic Probation' is lower than 65%, but above a Fail.~~

~~[17216] A student who remains 'On Academic Probation' for a second consecutive term will receive a Letter of Notification from Enrolment Services and will be:~~
~~[17035]~~

- ~~required to seek academic advising;~~
- ~~restricted to registering in a maximum of 9 credits of elective courses in the following term.~~

~~[17036] The standing of a student who is 'On Academic Probation' for two consecutive terms and who attains an average lower than 65% in the second term will be changed~~



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	<p>to 'Failed'.</p>
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